

**City Council Workshop & Meeting
Agenda
March 7, 2022
Auburn Hall, Council Chambers**

5:30 P.M. City Council Workshop

- A. Auburn Housing Authority Update – Martin Szydlowski (15 minutes)
- B. IT (Information Technology) Overview – Jill Cunningham (15 minutes)
- C. Recreation Overview – Jeremy Gatcomb (15 minutes)
- D. HR Overview – Chris Mumau (15 minutes)
- E. Finance Overview – Jill Eastman and Kelsey Earle (15 minutes)
- F. Sports Tourism / Norway Arena – Marc Gosselin (15 minutes)

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

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 31-03072022***
Re-appointing Jonathan LaBonté to the Lewiston Auburn Railroad Company Board of Directors with a three-year term of April 2022 - April 2025.
 2. **Order 32-03072022***
Authorizing Jason Levesque to vote the shares held by any shareholder for the Lewiston Auburn Railroad Company.
- II. **Minutes** – February 22, 2022 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - New Auburn Lewiston Airport Manager – James Scheller
 - Auburn Ski Association Communication
 - Council Communications (about and to the community)

- IV. **Open Session** – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*
- V. **Unfinished Business**
1. **Ordinance 07-02222022**
Adopting a moratorium on development proposals involving Public Safety Facilities, Detention Facilities, or Correctional Facilities at a site on which one currently does not exist. **Second reading.**
- VI. **New Business**
1. **Order 33-03072022**
Authorizing the fee waiver for Police Department detail coverage for the Trek Across Maine event.
2. **Order 34-03072022**
Authorizing loans of up to \$1,298,488 through the State School Revolving Renovation Fund. First reading. **Passage requires an affirmative vote of five at the second and final reading.**
3. **Order 35-03072022**
Approving the TIF #26 North River Road Apartments Municipal Development Tax Increment Financing Development Program. **Public hearing and vote.**
4. **Ordinance 08-03072022**
Amending the Zoning Map and Adjusting Article XII, Division 4, Sec. 60-951 Lake Auburn Watershed Overlay District Map. Public hearing and first reading.
5. **Ordinance 09-03072022**
Approving an amendment to the Zoning Map (Washington Street/Minot Avenue area) from General Business and Industrial to Formed Based Code Downtown Traditional Center T-5.1. **Public hearing and first reading.**
6. **Ordinance 10-03072022**
Amending Chapter 60, Article XII, Division 2, Section 60-1070, Submission requirements (phosphorus standards). **Public hearing and first reading.**
7. **Order 36-03072022**
Directing staff to draft residential zone amendments consistent with the Comprehensive Plan and to direct the Planning Board to review, hold public hearings on the proposed zone changes and forward recommendations to the Council.
8. **Order 37-03072022**
Allocating \$500,000 of ARPA funds to relocate and expand the Business and Community Development Department (95 Main St.).
9. **Order 38-03072022**

Approving the allocation of \$500,000 of ARPA funds to create and Economic Development Revolving Loan Pool.

10. Order 39-03072022

Authorizing the reallocation of ARPA funds to expand the Sustainable Auburn Program.

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

VIII. Reports (from sub-committees to Council)

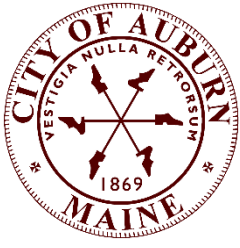
- a. Mayor's Report
- b. City Councilors' Reports
- c. City Manager Report
- d. Jill Eastman, Finance Director – January 2022 Final Monthly Report

IX. Executive Sessions:

Economic development, pursuant to 1 MRSA Sec. 405(6)(C)

Contract negotiations, pursuant to 1 MRSA Sec. 405(6)(D)

X. Adjournment



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Author: Sue Clements-Dallaire, City Clerk

Subject: Auburn Housing Authority Update

Information: Martin Szydowski, Executive Director of the Auburn Housing authority will provide information and an update on the Auburn Housing Authority.

City Budgetary Impacts: N/A

Staff Recommended Action: Presentation and discussion

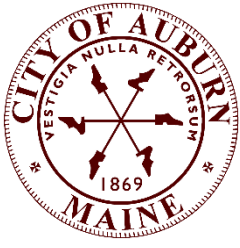
Previous Meetings and History: N/A

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: None



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Author: Sue Clements-Dallaire, City Clerk

Subject: Department Overviews

Information: This is a continuation of the department overview presentations. The following department presentations for tonight's meeting are as follows:

IT (Information Technology) Department
Recreation Department
Human Resources Department
Finance Department
Sports Tourism/Norway Savings Bank Arena

City Budgetary Impacts: None

Staff Recommended Action: Presentation and discussion

Previous Meetings and History: Department overview presentations began on 1/3/2022 with Economic Development, followed by Police, Fire, EMS on 1/18/2022, Auburn Public Library, City Clerk, Community & Business Development, and Planning on 2/7/2022, and Public Works, Communications, Assessing, and Capital Investment & Purchasing on 2/22/2022.

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: None



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 31-03072022

Author: Sue Clements-Dallaire, City Clerk

Subject: Re-appointing Jonathan LaBonté to the Lewiston Auburn Railroad Company

Information: Jonathan LaBonté has served two three-year terms on the LARC beginning in 2016. The re-appointment would be for another three-year term from 2022-2025.

City Budgetary Impacts: None

Staff Recommended Action: Recommend passage.

Previous Meetings and History: N/A

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:



ORDER 31-03072022

City Council Order

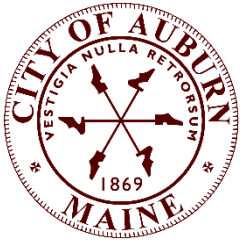
IN CITY COUNCIL

ORDERED, that the City Council hereby re-appoints Jonathan LaBonté to the Lewiston-Auburn Railroad Company from April 2022 to April 2025.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 32-03072022

Author: Sue Clements-Dallaire, City Clerk

Subject: Authorizing Jason Levesque to vote the shares held by any shareholder for the Lewiston Auburn Railroad Company

Information: Pursuant to Article IV Sec. 2 and Article VI Sec. 4 of the Bylaws of the Lewiston and Auburn Railroad Company the Auburn Directors of the LARC shall be elected by the Auburn City Council and only the municipal official designated by the municipal legislative body shall be authorized to vote the shares held by any Shareholder.

City Budgetary Impacts: N/A

Staff Recommended Action: Recommend passage

Previous Meetings and History: N/A

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments:



ORDER 32-03072022

City Council Order

IN CITY COUNCIL

ORDERED, that the Auburn City Council hereby authorizes Jason Levesque to vote the shares held by any shareholder for the Lewiston Auburn Railroad Company.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager

IN COUNCIL REGULAR MEETING FEBRUARY 22, 2022 VOL. 36 PAGE 221

Mayor Levesque called the meeting to order at 7:01 P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Morin had an excused absence. All Councilors were present.

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 24-02222022***
Confirming Chief Moen's appointment of Timothy Robinson as Constable with Firearm for the Auburn Police Department.
 2. **Order 25-02222022***
Appointing Kathy Shaw to the Regulatory Advisory Board with a term expiration of 6-1-2022.
 3. **Order 26-02222022***
Appointing Paul Jacques to the Planning Board as associate member with a term expiration of 1-1-2023.
 4. **Order 27-01182022***
Re-appointing Steve Ness to the Auburn Sewer District Board of Trustees with a term expiration of 3-1-2026.
 5. **Order 28-01182022***
Appointing Eric Gould to the Auburn Water District Board of Trustees with a term expiration of 3-1-2026.
 6. **Order 29-01182022***
Re-appointing Dan Bilodeau to the Auburn Water District Board of Trustees with a term expiration of 3-1-2026.

Consent item #5 was removed from the consent agenda and added to New Business at the request of Councilor Gerry.

Motion was made by Councilor Milks and seconded by Councilor Hawes for passage of the 5 remaining consent items.

Passage 6-0.

II. Minutes – February 7, 2022 Regular Council Meeting

Motion was made by Councilor Walker and seconded by Councilor Hawes to approve the minutes of the February 7, 2022 Regular Council Meeting.

Passage 6-0.

III. Communications, Presentations and Recognitions

- Recognition – Bettyann Sheats
- Age Friendly Committee Update – Jan Biron and Leroy Walker
- Public Works Department Overview – Denis D’Auteuil and Scott Holland
- Communications Overview – Liz Allen
- Council Communications (about and to the community)

Mayor Levesque announced the winners of the Start Up Auburn program, all new businesses in our community, as follows:

Customer Fit Physical Therapy & Wellness – Jennifer Frazier
L/A Taco’s - Katie Lemieux
Sugar and Spice Baking - Emily Maines.

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

V. Unfinished Business

1. Ordinance 05-02072022

Adopting a Disorderly House ordinance. Second reading.

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

Public comment – No one from the public spoke.

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

2. Ordinance 06-02072022

Amending the Auburn Code of Ordinances, Chapter 2, Administration, Article V. Boards, Commissions and Committees by striking Division 5 Conservation Commission and Division 8, Agriculture Committee and replacing Division 5 with Sustainability and Natural Resource Management Board. Second reading.

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

Public comment - No one from the public spoke.

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

VI. New Business

- 1. Order 30-02222022**
Amending Tambrands II Municipal Development and Tax Increment Financing District.
Public hearing and vote.

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

Mayor Levesque opened the public hearing at 7:50 pm. No one from the public spoke.
Mayor Levesque closed the public hearing at 7:50 pm.

Passage 6-0.

- 3. Ordinance 07-02072022**
Adopting a moratorium on development proposals involving Public Safety Facilities, Detention Facilities, or Correctional Facilities at a site on which one currently does not exist. Public hearing and first reading.

Motion was made by Councilor Milks and seconded by Councilor Whiting for passage.

Public hearing – No one from the public spoke. The letter below was submitted to the City Council.

Dear City Officials:

I am writing in regard to the news that the property located at the former Evergreen Subaru, 770 Center St.(including residential properties on two adjacent streets), are to be purchased by the Androscoggin County Sheriffs.

I have been the sole owner of my home on 8, Joline Dr. (that abuts the Evergreen property) since 1975. As a result of zoning changes over the years, numerous businesses were developed in my surroundings. These businesses are quiet retail operations that close shop during evening hours. The potential approval of this sale to Androscoggin County Sheriffs, would be disruptive and out of character in this location of the City for a number of reasons:

- 1. This facility would greatly depreciate the value of my property and that of other homes in the neighborhood as it would result in cruiser activity back and forth, and a future jail enclosed with barbwire fencing to house people who are being incarcerated.*

- 2. A County law enforcement operation located at the former Evergreen with included properties, would lower living standards that I am accustomed to as a home owner at this location, as well to others in this neighborhood.,*

- 3. Having the Sheriff offices with a future proposed county jail, would be disruptive as these facilities will be in operation twenty-four hours a day, every day of the year. No other businesses on Center Street, or the adjacent shopping malls, (other then possibly gas stations), stay open beyond normal business hours. Such an operation would create*

noise from cruiser sirens at all hours, increase traffic congestion in already heavily travelled Joline and Center Streets.

4. Such a facility would change the character of this neighborhood and surrounding businesses including many homes, St Dominic and CMTC schools, St. Mary's medical center, the new built apartments on the corner of Gracelawn Ave., and the John Murphy offices adjacent to Evergreen properties. A facility that incarcerates people will not blend inconspicuously nor will it enhance the character of this area of the Auburn community!

5. I am as well concerned for my security and that of the above mentioned entities. Though Maine has a low crime rate, there has been an increase in violence against law enforcement nationwide. Though one would think that having a Sheriff's department close by would provide a greater sense of security, it could also happen that law enforcement could become the target of riots and harm, or it could happen that persons who are incarcerated escape from jail into the neighborhood causing danger to its inhabitants.

The recent newspaper article gives me the impression that the Androscoggin County Sheriffs have not done due diligence to finding a more suitable location for their operation so as to have less impact on these particular surroundings that in my view are unsuitable for their operation.

Please give your consideration to my concerns.

*Suzanne Roy
8, Joline Drive, Auburn*

Motion was made by Councilor Staples and seconded by Councilor Gerry to strike the language in the first paragraph under Section 1. Moratorium Declared that states: ***"at a site on which one currently does not exist"***.

Motion to amend failed 2-4 (Councilors Whiting, Hawes, Milks, and Walker opposed).

Eric Samson, Androscoggin County Sheriff spoke. He stated that the project has been put on pause for the next phase of the project. At this time Harriman and Associates is looking forward to working with the City if this moratorium passes. He added that there is no jail being proposed or built. He also stated that because they are purchasing a facility on land and repurposing it, ARPA funding would apply which would not be the case if they were to purchase land and build a new facility.

Passage of Ordinance 07-02222022 5-1 (Councilor Staples opposed). A roll call vote was taken.

Order 28-02222022 – Appointing Eric Gould to the Water District Board of Trustees with a term expiration of 3-1-2026. This item was removed from the consent agenda to be taken up under new business.

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

Public comment – No one from the public spoke.

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

Passage 6-0, time 8:04 pm.

Council was declared out of executive session at 8:21 pm.

Motion was made by Councilor Gerry and seconded by Councilor Walker replace the appointment of Eric Gould with KC Geiger.

Motion failed 3-4 (there was a tie vote 3-3 with Councilors Hawes, Milks, and Staples opposed, and in accordance with the City Charter, Article III, Section 3.3, the Mayor voted to break the tie vote and voted in opposition).

Passage of order 28-02222022 4-3 (there was a tie vote 3-3 with Councilors Gerry, Whiting, and Walker opposed, and in accordance with the City Charter, Article III, Section 3.3, the Mayor voted to break the tie vote and voted in support).

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

VIII. Reports

Mayor Levesque announced that the next School Committee Finance and Curriculum meetings are coming up on March 2nd.

Councilor walker announced that there will be a Neighborhood Watch meeting on Thursday at 6:00 pm at the Sixth Street Congregational Church in New Auburn.

Jill Eastman, Finance Director - January 2022 Final Monthly Report will be presented at the next Council meeting (March 7, 2022). Finance Director Eastman was not present at the meeting.

IX. Executive Sessions:

Economic development, pursuant to 1 MRSA Sec. 405(6)(C)

Motion was made by Councilor Gerry and seconded by Councilor Whiting to enter into executive session.

Passage 6-0, time in 8:25 pm.

Council was declared out of executive session at 8:42 pm.

Economic development, pursuant to 1 MRSA Sec. 405(6)(C)

Motion was made by Councilor Milks and seconded by Councilor Walker to enter into executive session.

Passage 6-0, time 8:42 pm.

Council was declared out of executive session at 8:51 pm.

- X. Adjournment** – Motion was made by Councilor Milks and seconded by Councilor Walker to adjourn. Unanimously approved, the meeting adjourned at 8:51 pm.

A TRUE COPY

ATTEST



Susan Clements-Dallaire, City Clerk

ARPA FUNDING PROPOSAL

Auburn Ski Association

Established in 1962, the Auburn Ski Association (ASA). Our organization has an extensive history of keeping the local ski community alive. ASA has held its annual ski swap for over 50 years until covid hit.

The ASA annual ski swap provides a venue for local skiers to purchase ski equipment at heavily discounted rates and sell off their old equipment. The fall of 2020, I believe, was the first year the ASA could not hold its annual ski swap, which is our primary fundraiser and an important community event.

The ASA raises approximately \$12,000 at this event each year. We use these funds to run the Merrick Learn to Ski Program which puts about 70 kids from ages 7 to 12 years old on skis every year. Unfortunately, again in 2021, we could not hold our swap due to supply chain and inventory issues.

This ASA subsidized program provides transportation, equipment, and lessons at Lost Valley to many youths that probably would never have the chance to enjoy the snow. Offering this opportunity to local youth could influence generations as skiing is undoubtedly a life-long sport.

We also help fund ELHS and AMS alpine and nordic ski teams by purchasing race and safety equipment. We make sure that if any student cannot afford to race, we make it happen by providing equipment and whatever they may need to participate. In addition, we provide two annual scholarships to the ELHS graduating class and fund any racer that makes the Maine State Ski Racing Team but can't afford the trip to the Eastern Finals held in Vermont every spring.

The Auburn Ski Association is requesting \$24,000 in American Rescue Plan Act (ARPA) funding to help us recover from the past two years of ski swaps we could not hold. We have not applied or asked for any other government help other than this request.

Your consideration for any help you can provide is greatly appreciated. Feel free to contact me anytime with any questions.

Respectfully Submitted

Kevin Arel
President, ASA, Auburn Ski Association
PO Box 1173, Auburn ME 04210
207-754-1045

www.auburnskiassociation.com
EiN: 01-0963133
Non profit status: 501(c) (3)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Ordinance: 07-02222022

Author: Phil Crowell, City Manager

Subject: Public Safety, Detention, and Correctional Facility Moratorium

Information: The Androscoggin County Commissioners have announced plans to acquire property within the City to be used as a new or additional location for offices of the Androscoggin County Sheriff's Department and as a new or additional location for the Androscoggin County Jail.

The City's current ordinances governing land use, zoning, site plan review and special exception review do not adequately or specifically address Public Safety Facilities, Detention Facilities or Correctional Facilities.

The development of new or additional Public Safety, Detention Facilities or Correctional Facilities could pose serious threats to the public health, safety and welfare of the residents and businesses abutting or in close proximity to such facilities without adequate provision for issues of public safety, health, land use compatibility, noise, visual degradation and environmental degradation.

Staff is proposing the city council declare a moratorium on development proposals involving Public Safety Facilities, Detention Facilities, or Correctional Facilities at a site on which one currently does not exist.

City Budgetary Impacts: None

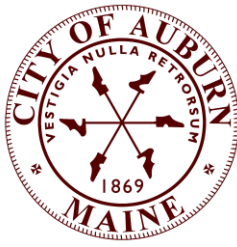
Staff Recommended Action: Adopt the moratorium

Previous Meetings and History: Public hearing and passage of first reading on 2/22/2022.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Proposed Moratorium



City Council Ordinance

CITY OF AUBURN

PUBLIC SAFETY, DETENTION AND CORRECTIONAL FACILITY MORATORIUM ORDINANCE

THE CITY OF AUBURN adopts a Public Safety, Detention, and Correctional Facility Moratorium Ordinance as follows:

WHEREAS, the Androscoggin County Commissioners have announced plans to acquire property within the City to be used as a new or additional location for offices of the Androscoggin County Sheriff's Department and as a new or additional location for the Androscoggin County Jail;

WHEREAS, the current offices of the Androscoggin County Sheriff and the current Androscoggin County Jail are used for law enforcement, communications, emergency management, special operations, investigations, civil service, detention, including the holding and housing of persons in custody under process of law pending the outcome of legal proceedings, and corrections, including the holding and housing of persons for the purposes of punishment, correction, or rehabilitation following conviction of a criminal offense;

WHEREAS, the City's current ordinances governing land use, zoning, site plan review and special exception review do not adequately or specifically address Public Safety Facilities, Detention Facilities or Correctional Facilities;

WHEREAS, development of new or additional Public Safety Facilities, Detention Facilities or Correctional Facilities could pose serious threats to the public health, safety and welfare of the residents and businesses abutting or in close proximity to such facilities without adequate provision for issues of public safety, health, land use compatibility, noise, visual degradation and environmental degradation;

WHEREAS, the City is in the process of reviewing its Code of Ordinances, and needs additional time to study its Code of Ordinances to determine the implications of development proposals involving Public Safety Facilities, Detention Facilities and Correctional Facilities;

WHEREAS, the City Council and the Planning Board, with such professional advice and assistance as they deem necessary and appropriate, shall study the City's ordinances to determine the public safety, health, land use, environmental and other regulatory implications of development proposals involving Public Safety Facilities, Detention Facilities and Correctional Facilities and consider what regulations might be appropriate for such activity;

WHEREAS, the City's current ordinances are not adequate to prevent serious public harm from proposed development proposals involving Public Safety Facilities, Detention

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



City Council Ordinance

Facilities and Correctional Facilities;

WHEREAS, the City's current ordinances do not contain sufficient standards to effectively provide municipal review and approval of development proposals involving Public Safety Facilities, Detention Facilities and Correctional Facilities;

WHEREAS, it is anticipated that such a study, review, and development of recommended ordinance changes will take at least one hundred and eighty (180) days from the date the City considers this moratorium on development proposals involving Public Safety Facilities, Detention Facilities, and Correctional Facilities;

WHEREAS, amendments to ordinances may require public hearings by the Planning Board and City Council and votes by the Planning Board and City Council; and

WHEREAS, in the judgment of the City, these facts create an emergency within the meaning of 30-A M.R.S.A. § 4356(1), and require this Ordinance as immediately necessary for the preservation of the public health, safety and welfare;

NOW, THEREFORE, the City does hereby ordain that the following Moratorium Ordinance be, and hereby is, enacted:

Section 1. Moratorium Declared.

The City does hereby declare a moratorium on development proposals involving Public Safety Facilities, Detention Facilities, or Correctional Facilities at a site on which one currently does not exist. The moratorium shall remain in effect for one hundred and eighty (180) days from the date of applicability of this Ordinance, unless extended or modified by the City Council, for the express purpose of drafting an amendment or amendments to City ordinances to protect the public from health and safety risks including, but not limited to, the potential adverse public safety, health, land use compatibility, noise, environmental degradation and visual degradation effects of development proposals involving a Public Safety Facility, Detention Facility or Correctional Facility if not properly regulated; and

BE IT FURTHER ORDAINED, that notwithstanding the provisions of 1 M.R.S.A. § 302 or any other law to the contrary, this Ordinance, when enacted, shall apply to any development proposals involving a Public Safety Facility, Detention Facility, or Correctional Facility for which an application for site plan review has not been determined to be complete by vote of the Planning Board prior to February 22, 2022, which is the applicability date of this Ordinance; and

BE IT FURTHER ORDAINED, that no person or organization shall start or engage in the construction or operation of a Public Safety Facility, Detention Facility, or Correctional Facility for which an application for site plan review has not been determined to be complete by vote of the

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



City Council Ordinance

Planning Board prior to February 22, 2022, without complying with whatever ordinance amendment or amendments the City may enact as a result of this moratorium; and

BE IT FURTHER ORDAINED, that during the time this moratorium is in effect, no officer, official, employee, office, administrative board or agency of the City shall accept, process, approve, deny, or in any other way act upon any application for a license, building permit, certificate of approved use, conditional use review, special exception review and/or any other permits, licenses or approvals related to a Public Safety Facility, Detention Facility, or Correctional Facility for which an application for site plan review has not been determined to be complete by vote of the Planning Board prior to February 22, 2022; and

BE IT FURTHER ORDAINED, that those provisions of the City's ordinances that are inconsistent or conflicting with the provisions of this Ordinance, are hereby repealed to the extent that they are applicable for the duration of the moratorium hereby ordained, and as it may be extended as permitted by law, but not otherwise; and

BE IT FURTHER ORDAINED, that should any section or provision of this Ordinance be declared by any court of competent jurisdiction to be invalid, such a declaration shall not invalidate any other section or provision.

Section 2. Violations; Civil Penalties.

If the construction or operation of a Public Safety Facility, Detention Facility, or Correctional Facility is initiated in violation of this Ordinance, each day of any continuing violation shall constitute a separate violation of this Ordinance, and the City shall be entitled to all rights available to it in law and equity, including, but not limited to, fines and penalties in accordance with 30-A M.R.S.A. § 4452 or City ordinance, injunctive relief, and its reasonable attorney's fees and costs in prosecuting any such violations.

Section 3. Definitions.

Correctional Facility means a facility in which persons are held and housed primarily for the purposes of punishment, correction, or rehabilitation following conviction of a criminal offense. This definition includes pre-release facilities, but does not include work release centers.

City means the City of Auburn, Maine, a municipal corporation organized and existing under the laws of the State of Maine.

Detention Facility means a facility in which persons are held and housed in custody under process of law, pending the outcome of legal proceedings, but not for the purposes of punishment, correction, or rehabilitation following conviction of a criminal offense.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



City Council Ordinance

Public Safety Facility means a facility in which the operations of law enforcement, communications, fire services, emergency management, special operations, investigations, or civil services are housed for emergency and public safety responses.

Section 4. Effective Date; Emergency Declaration

The City Council declares the existence of an emergency because the Code of Ordinances is insufficient to prevent serious public harm that could be caused by the unregulated development of Public Safety Facilities, Detention Facilities, and Correctional Facilities, thereby necessitating a moratorium to provide an opportunity for the City to review the potential impacts and harm that may be caused by such development, and to amend its Code of Ordinances to mitigate the potential impact and harm on the City, its businesses and its residents. This Ordinance shall be effective immediately upon enactment by the City Council and shall remain in effect for one hundred and eighty (180) days from the date of enactment unless it is adopted as a regular ordinance within that time period.

Proposed: February 22, 2022

Approved: _____

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 07, 2022

Order: 33-03072022

Author: Alison F. Pepin

Subject: Request by American Lung Association to waive the PD detail fee of \$1,040 for the annual Trek Across Maine.

Information: American Lung Association, 122 State Street, Augusta, is requesting the Police Department detail fees of \$1,040 be waived for their annual Trek Across Maine taking place June 17th and 18th.

Sec. 14-31. Fees; waiver. The fees for business licenses shall be paid by the owner or his agent in accordance with the business fee schedule established by the City Council. The City Council is the only authority allowed to waive fees prescribed by ordinance. An application for waiver of fees must be presented in writing to the City Clerk to be brought to the City Council at its next available meeting.

City Budgetary Impacts: \$1,040

Staff Recommended Action: Consider waiving the fee.

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

Attachments:

- Letter from American Lung Association
- Email from Chief Moen
- Special Event/Mass Gathering Application
- Order 33-03072022

Auburn Mayor & City Council

February 22, 2022

Dear Mayor and City Council members, I am requesting the fees for the police and public works be waived for the event Trek Across Maine taking place in your area June 17th & 18th, 2022. The American Lung Association is a 501(c)3 with a non-profit ID number of 13-1632524 and raising funds to fight lung cancer and lung disease, promote clean air, stop smoking programs and more. We will be entering the Auburn area around 11:00 am on Friday the 17th and thereafter for a few hours with approximately 1000 cyclists, 700 volunteers, family, friends & spectators on our way to Lewiston for our overnight, then we will come through Auburn again via a different route on Saturday morning on our way to Standish and Saint Joseph's College.

I have no idea on the cost of city services because I have nothing to go on from 2019 when you were a host city then as well. I do have an email from Chief Jason Moen on Wednesday the 16th, letting me know the cost of the police detail for the two days would be \$1040. I have also discussed the routes with Officer Chris Hatfield.

The cost to all non-profits has been staggering because they received none of the Covid relief funds, which is as it should be because we have not used taxpayer funding, just generosity funding, so as usual we must depend on donations, but we received less of those because of Covid. So many people were lowering their budgets and not as many participated in the virtual rides. We have had to do a virtual Trek Across Maine for the last two years which cut our operating funds greatly as well as cutting our staff because of refusal to be vaccinated, etc. We are trying to come back from the pandemic, but it will be slow process because trekkers (and volunteers) must be vaccinated to participate which is cutting our numbers some. The American Lung Association was in the forefront during the pandemic because Covid was and is a lung issue, but we were and are operating with less funds.

The Trek Across Maine is good for your local economy, because I know for a fact that we have volunteers, trekkers and family members staying at hotels in Auburn. We will be eating, drinking, buying gas and staying in the LA area the night of the 17th. Not having had an in-person Trek for the last two years we will also probably have some media coverage, as we always have had before the pandemic.

Considering the mission of the American Lung Association and the business we will bring to the area it would be very helpful to us to be able to donate more funds for the prevention of lung disease/cancer/covid, programs to keep kids from smoking and making the air we all breathe cleaner.

When you can't breathe nothing else matters.

Thank you for your consideration.

Sincerely,

George Eastman
American Lung Association in Maine
122 State Street | Augusta, ME 04330
C: 207-215-7531
Lung HelpLine: 1-800-LUNGUSA
george.eastman@Lung.org



Date received: 01/04/2022
Date approved: 01/05/2022



CITY OF AUBURN SPECIAL EVENT/MASS GATHERING APPLICATION

Required for any special event on city property that will attract up to 1,000 people, or any outdoor event with continued attendance of 1,000 or more persons for 2 or more hours.

Applications must be submitted to the Clerk at least 45 days prior to the event if the gathering is expected to attract up to 5,000 people.

Application must be submitted at least 90 days prior to the event if the gathering is expected to attract more than 5,000 people.

Date of Application: 1/4/22

SPONSOR INFORMATION

Name of Sponsoring Organization: American Lung Association

Name of Contact Person for Event: George Eastman

Title of Contact Person: Development Assistant

Mailing Address: 122 State St., Augusta, ME 04330

Daytime Telephone: 207-624-0312 Cell Phone: 207-215-7531

Email Address: george.eastman@lung.org

Contact Name and Cell Phone Number DURING the Event: Gale Auclair 207-907-9155

Is your organization incorporated as a non-profit organization? Yes No

Non-Profit Number: 176360

EVENT INFORMATION

Name of Event: Trek Across Maine

Type of Event (walk, festival, concert, etc.): Cycling fundraiser healthy lungs and clean air.

Date of Event: June 17th & 18th in the Auburn area Rain Date: _____

Times of Event: Start Time including set-up: 17th, 11:00am Ending time including clean up: 3:00pm
18th, 7:00am 11:00am

Actual Event Start Time: 17th, 11:00am / 18th, 7:00am Actual Event End Time: 17th, 3:00pm / 18th, 11:00am

Estimated Attendance: 1000-1200 cyclists plus volunteers, staff, family supporters, and spectators.

Location of Event: Brunswick to Lewiston to Standish back to Brunswick

Have you held an event at this location within the last 12 months? Yes No

If the location is a city park, have you applied for use of the property with the Recreation Department and has your request been approved?

Yes No Pending Date submitted to the Recreation Department: Not a city park

TYPES OF PERMITS/PERMISSIONS NEEDED – PROVIDE AN ANSWER FOR EACH LINE:

Permit Fee	Permission/Permit Type	YES	NO	NOT SURE
Not permitted	CROSS-STREET BANNERS Please note that the city no longer allows cross-street banners.			
Separate fee and permit possible	FOOD – Will food or beverages be sold? If yes, list what types of food or beverages: Note - A food service license may be required and must be submitted 14 days prior to the event. Other requirements and/or restrictions may apply.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Separate fee and permit possible	NON-FOOD ITEMS – Will products be sold or given away (such as t-shirts, crafts, souvenirs, etc.)? If yes, list what items: Note - A peddler permit may be required and must be submitted 14 days prior to the event.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	LIVE MUSIC – Will there be any outdoor musical performances? If yes, please describe:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	SOUND AMPLIFICATION – Will there be a microphone or speaker system to project sound?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Separate fee and permit possible	ALCOHOL – Will alcoholic beverages be sold? Note – Vendor must hold a valid State of Maine liquor license and submit an Off Premise Catering Event application 14 days prior to the event.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Separate fee and Permit required	CARNIVAL – Will carnival rides be offered? If yes, attach a copy of the state permit. A city permit is required as well.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Separate fee and Permit required	FIREWORKS – Will there be a fireworks display? If yes, a permit from the Fire Department is required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	PARADE – Will there be a parade? If yes, describe route: Note – A permit from the Police Department is required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	RUN/WALK/CYCLE – Will event involve participants doing a walk-a-thon, road race, etc.? If yes, describe route: Cycling fundraiser. Coming in from Durham, going across the Riverwalk to Lewiston.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Separate permit required	BURN PERMIT – Will there be any open flame such as a bonfire? If yes, describe activity: Note - A permit from the Fire Department is required.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

N/A	TENT/CANOPY – Will you be setting up a tent or canopy? If yes, list number and sizes:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Separate fee and permit required	ELECTRICAL POWER/EQUIPMENT – Will electrically powered equipment be utilized, if so, provide a brief description of the equipment and the entity responsible for the installation of the electrical equipment?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	ROAD/INTERSECTION CLOSURE – Will any roads need to be closed to accommodate your event? If yes, please list:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	MAP/DIAGRAM – Is a map or diagram attached detailing this event and depicting the placement of such items as tables, tents, port-a-potties, stage, parking, food service areas, etc.? This is a mandatory requirement for this application and must be included.	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	PARKING ACCOMODATIONS – What will be the anticipated need for parking and what is your parking plan?	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	TOILETS – Please list amount at event and/or nearest location:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	WASTE DISPOSAL – Please list process and location:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	HAND WASHING FACILITIES – Please list amount at event and/or nearest location:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	POTABLE WATER – Please list amount at event and location:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
N/A	FIRST AID FACILITIES – Please list location at event:	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
\$	TOTAL FEE INCLUDED – Checks payable to "City of Auburn"			

EVENT LIABILITY INSURANCE COVERAGE FOR EVENT

For an event such as a walk-a-thon, race, festival, concert, etc., the city requires general liability insurance coverage. The **City of Auburn** is to be named as "additionally insured" for the event activities on that date. Once the event is approved, the Certificate of Insurance will need to be received at least 30 days before the event and before permits can be issued. Please have the City of Auburn listed on the Certificate of Insurance (minimum coverage \$1,000,000 Bodily Injury or Death, per occurrence, and \$300,000 Property Damage, per occurrence). It should contain a clause providing that the policy may not be cancelled by either party except upon not less than 30 days written notice to the city. Please have your insurance company fax a copy to: City Clerk 207-333-6623.

DESCRIPTION OF EVENT – Please describe what will occur during your event

Signature of Applicant: _____

Printed Name: _____

Date Submitted: _____

George Eastman

1/4/22

Please note that you will be contacted by City Staff if you require additional permitting.

Please return this completed application with diagram and any applicable fee to:

MAIL: City Clerk's Office
60 Court Street
Auburn, ME 04210
FAX: 207-333-6623
EMAIL: sdallaire@auburnmaine.gov
PHONE: 207-333-6600

******FOR STAFF USE******

DEPARTMENT COMMENTS AND RECOMMENDATIONS:

DEPARTMENT	APPROVE	DENY	DATE	INITIALS
Sanitarian/Health Inspector	N/A	-	-	-
Code Officer/Land Use & Zoning	✓		01/05/22	KB
Fire Department	✓		01/04/22	MF
Police Department	✓		01/05/22	A.H
Public Works Department	✓		01/05/22	D.D.
Recreation Department	✓		01/04/22	G.

COMMENTS/CONDITIONS from any of the above departments:

City Council Public Hearing date, if applicable: _____

License Approved/Denied: 01/05/2022

Date applicant notified: 01/18/2022

From: [Jason Moen](#)
To: [Phil Crowell](#); George.Eastman@lung.org
Cc: [Brian Wood](#); [Alison Pepin](#)
Subject: RE: Waiver
Date: Wednesday, February 16, 2022 10:00:30 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

George,
The cost of the police detail is:
Friday 6/17 - 2 officers - 4 hours \$520
Saturday 6/18 - 2 officers - 4 hours \$520
Total \$1040

Jason

Jason D. Moen
Chief of Police, Auburn Police Department
60 Court Street | Auburn, Maine 04210 | 207.333.6650 X2052



The City of Auburn is subject to statutes relating to public records. E-mail sent or received by City employees are subject to these laws. Senders and receivers of City e-mail should presume that messages are subject to release.

From: Phil Crowell <pcrowell@auburnmaine.gov>
Sent: Wednesday, February 16, 2022 9:59 AM
To: George.Eastman@lung.org
Cc: [Brian Wood](mailto:bwood@auburnmaine.gov) <bwood@auburnmaine.gov>; [Alison Pepin](mailto:a pepin@auburnmaine.gov) <a pepin@auburnmaine.gov>; [Jason Moen](mailto:jmoen@auburnmaine.gov) <jmoen@auburnmaine.gov>
Subject: Waiver

Hi George –

I was copied on your request for the city to waive your fees related to the Trek Across Maine event. I would like to get your request to the city council as soon as possible. Please submit a letter to the Mayor/Council requesting the waiver, date of event, cost for city services, the impact of COVID to your organization, and the benefits of being a host city by tomorrow morning, I can get this in the next agenda packet for the 2/22 meeting. If I receive it after tomorrow, the request will go before the council at the March 7th date. Please email me your letter. Thanks!

Phil Crowell, Jr.

City Manager
City of Auburn
60 Court Street, Auburn, ME 04210
Ph: 207-333-6601 Ext. 1222
www.auburnmaine.gov



ORDER 33-03072022

City Council Order

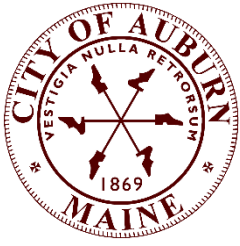
IN CITY COUNCIL

ORDERED, that the City Council hereby approves the request by American Lung Association in Maine to waive the Police Department detail fee of \$1040.00 for Trek Across Maine taking place June 17th and June 18th.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 34-03072022

Author: Jill M. Eastman, Finance Director

Subject: School Revolving Renovation Fund Loan, First Reading

Information: The Auburn School Department applied for a Revolving Renovation Fund Loan and has been approved by the State. Please see attached sheets that describe the projects being funded.

City Budgetary Impacts: This is a 10 year loan, interest free and 67.05% of the principal is forgiven, therefore the School is only required to repay 32.95% or a total of \$427,852 over a 10 year period at \$42,785.20 per year.

Staff Recommended Action: Approve the first reading.

Previous Meetings and History: None

City Manager Comments:

I concur with the recommendation. Signature:

Attachments:

State approval letter and project description. (4 pages)



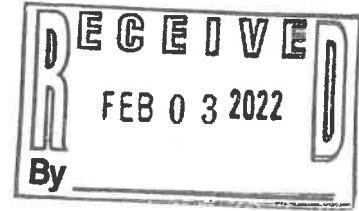
STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

Makin

JANET T. MILLS
GOVERNOR

PENDER MAKIN
COMMISSIONER

January 31, 2022



Cornelia Brown
Superintendent of Schools
Auburn School Department
60 Court St 4th Floor
Auburn, ME 04210

RE: Eligibility Certificates – SRRF Projects #1460, #1537, and #1538

Dear Superintendent Brown:

I am pleased to inform you that your School Revolving Renovation Fund applications for Projects #1460, #1537, and #1538 have been approved for funding for the amounts listed on the attached eligibility certificates.

The loan process for your projects must be initiated within 30 days. Please contact Toni Reed, Program Loan Officer, Maine Municipal Bond Bank at 622-9386 for assistance.

Awardees must comply with all applicable statutory and rule requirements for public improvement projects. Please see the attached post award guidance. You may contact Valerie Chiang, School Construction Coordinator, at 462-0132 for technical assistance.

Please note that failure to comply with SRRF program requirements and all applicable statutes and rules may result in revocation of your SRRF eligibility certificates and cancellation of your SRRF awards.

I wish you good luck as you complete your projects. If you have any questions regarding the School Revolving Renovation Fund, please contact Ann Pinnette at 215-3809 or ann.pinnette@maine.gov.

Sincerely,

Pender Makin

Pender Makin
Commissioner

Enclosures: SRRF Eligibility Certificates
SRRF Post Award Information

cc: Toni Reed, Maine Municipal Bond Bank



**School Revolving Renovation Fund
Eligibility Certificate**

School Administrative Unit	Auburn School Department	
Facility	Regional Education Treatment Center/SOS	
Priority	1	
Project #	1537	
Scope of Work	ADA Elevator/bathrooms	
Amount Funded	\$1,000,000	
Maximum Loan Amount	\$1,000,000	
Portion of Loan to be Forgiven	\$670,500	67.05%
Portion of Loan to be Repaid	\$329,500	32.95%
Length of Loan	10 years	(loan more than \$500,000)

This Eligibility Certificate for the above listed School Revolving Renovation Fund project is hereby approved. Work authorized under this certificate must be materially completed and all loan proceeds must be expended by September 30, 2023.

January 31, 2022
Date

Pender Makin
Pender Makin
Commissioner



**School Revolving Renovation Fund
Eligibility Certificate**

School Administrative Unit	Auburn School Department
Facility	Auburn Middle School
Priority	2
Project #	1460
Scope of Work	Windows
Amount Funded	\$83,430
Maximum Loan Amount	\$83,430
Portion of Loan to be Forgiven	\$55,940 67.05%
Portion of Loan to be Repaid	\$27,490 32.95%
Length of Loan	10 years (loans \$500,000 or less combined with companion loans to total over \$500,000)

This Eligibility Certificate for the above listed School Revolving Renovation Fund project is hereby approved. Work authorized under this certificate must be materially completed and all loan proceeds must be expended by September 30, 2023.

January 31, 2022
Date

Pender Makin
Pender Makin
Commissioner



*School Revolving Renovation Fund
Eligibility Certificate*

School Administrative Unit	Auburn School Department
Facility	Walton Elementary School
Priority	2
Project #	1538
Scope of Work	Windows and Doors
Amount Funded	\$215,058
Maximum Loan Amount	\$215,058
Portion of Loan to be Forgiven	\$144,196 67.05%
Portion of Loan to be Repaid	\$70,862 32.95%
Length of Loan	10 (loans \$500,000 or less combined with companion loans to total over \$500,000)

This Eligibility Certificate for the above listed School Revolving Renovation Fund project is hereby approved. Work authorized under this certificate must be materially completed and all loan proceeds must be expended by September 30, 2023.

January 31, 2022
Date

Pender Makin
Pender Makin
Commissioner

**CITY OF AUBURN
NOTICE OF PUBLIC HEARING**

The Auburn City Council will hold a public hearing on March 21, 2022, at 7:00 p.m. in the Council Chambers, Auburn Hall, 60 Court Street on an order authorizing a borrowing of up to \$1,298,488 and issuance of the City's general obligation bonds therefor. The loan will be funded through the State School Revolving Renovation Fund and will be used to finance certain renovations and improvements to the Regional Education Treatment Center/SOS, Auburn Middle School and Walton Elementary School.

The order will be available for inspection at the City Clerk's office during regular business hours.

Susan Clements-Dallaire, City Clerk



City Council Order

IN CITY COUNCIL

ORDER, AUTHORIZING LOANS OF UP TO \$1,298,488 THROUGH THE STATE SCHOOL REVOLVING RENOVATION FUND

WHEREAS, the City desires to obtain one or more loans through the Maine Municipal Bond Bank’s (the “Bond Bank”) School Revolving Renovation Fund (“SRRF”) under the Maine School Facilities Finance Program to finance renovations and improvements to the Regional Education Treatment Center/SOS, Auburn Middle School and Walton Elementary School; and

WHEREAS, the City expects to enter into one or more loan agreements with the Bond Bank in an aggregate amount not to exceed \$1,298,488, provided, however, that the City anticipates that 67.05% of said loan or loans (estimated to be \$870,636) will be forgiven and that the City will be obligated to repay the 32.95% balance of said loan or loans (estimated to be \$463,386);

NOW, THEREFORE, BE IT ORDERED BY THE AUBURN CITY COUNCIL, pursuant to Section 5772 of Title 30-A of the Maine Revised Statutes, as amended, the Auburn City Charter and all amendments thereof, and all other authority thereto enabling, and following a public hearing duly called and held as required by Article 8, Section 8.13 of the City Charter:

THAT the Finance Director / City Treasurer are hereby authorized to borrow an amount not to exceed \$1,298,488, of which 67.05% (estimated to be \$870,636) is expected to be forgiven and 32.95% (estimated to be \$463,386) is expected to be repaid under the terms of the SRRF program (the “SRRF Loans”), and to evidence the amount of such SRRF Loans to be repaid under the SRRF program through the issuance of the City’s general obligation bonds (anticipated to be an amount not to exceed \$463,386), the proceeds of which are hereby appropriated to fund the costs of the following school renovations and improvements (including costs of issuance, capitalized interest, and any other costs related or ancillary thereto) (referred to as the “Projects”):

Amount	Description
\$1,000,000	Regional Education Treatment Center/SOS – ADA Compliance - Elevator/Bathrooms Renovations and Improvements
\$83,430	Auburn Middle School – Window Replacement and Improvements
\$215,058	Franklin School – Window and Door Replacement and Improvements

THAT the bonds shall be issued as authorized hereunder and shall be signed by the Finance Director / City Treasurer, attested by the City Clerk under the seal of the City.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



City Council Order

THAT the bonds may be issued at one time or from time to time, either singly or in series, and the authority and discretion to fix method of sale, issue date, maturities, denominations, interest rate, place of payment, form and other details of said bonds and notes, and to take all other actions and to sign and deliver all other documents, certificates and agreements in order to provide for the sale thereof is hereby delegated to the Finance Director / City Treasurer.

THAT the bonds authorized hereunder may be made subject to call for redemption, either with or without premium, on such terms as may be determined by the Finance Director / City Treasurer.

THAT the Finance Director / City Treasurer is authorized to negotiate, execute, and deliver, in the name of and on behalf of the Town such loan agreements, contracts, and other agreements, documents and certificates as may be necessary or appropriate as determined and approved by the Finance Director / City Treasurer in connection with the financing of the Projects (the "Financing Documents"), which Financing Documents shall be in such form and contain such terms and conditions, not inconsistent herewith, including the usual and customary terms as is required by the Bond Bank under its SRRF program, as may be approved by the Finance Director / City Treasurer such approval to be conclusively evidenced by her execution thereof.

THAT the Finance Director / City Treasurer and Clerk be, and hereby are authorized and empowered in the name of the City and on its behalf to do or cause to be done all such other acts and things as may be necessary or desirable in order to complete the SRRF Loan and to effect the issuance, sale and delivery of the bonds hereinabove authorized.

THAT a tax levy is hereby provided for each fiscal year that the bonds authorized hereunder remain outstanding to meet the annual installments of principal and interest as may accrue in each respective year.

THAT if the Finance Director / City Treasurer or Clerk are for any reason unavailable to complete the SRRF Loan and to approve and execute the bonds or any of the Financing Documents, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, is authorized to act for such official with the same force and effect as if such official had herself performed such act.

THAT if any of the officers or officials of the City who have signed or sealed the bonds shall cease to be such officers or officials before the bonds so signed and sealed shall have been actually authenticated or delivered by the City, such bonds nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such bonds had not ceased to be such officer or official; and also any such bonds may be signed and sealed on behalf of the City by those persons who, at the actual date of the execution of such bonds, shall be the proper officers and officials of the City, although at the nominal date of such bonds any such person shall not have been such officer or official.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 34-03072022

City Council Order

THAT the authority to issue the bonds authorized hereunder shall automatically expire 2 years from the date this Order is approved.

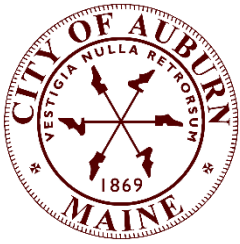
A public notice providing a general summary of the proposed borrowing was published the same on March 5, 2022, in the Lewiston Sun-Journal, a daily newspaper published in Androscoggin County.

A public hearing was held on March 21, 2022.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 35-03072022

Author: Glen E. Holmes, Director of Business & Community Development

Subject: North River Road Apartments Municipal Development Tax Increment Financing Development Program

Information: Create a new TIF District to capture 100% of the increased value from the new apartments on North River Road. The captured tax dollars can fund projects such as improving North River Road and adjacent roadways and supporting Public Safety and Economic Development.

City Budgetary Impacts: NONE

Staff Recommended Action: Approve the Order as presented.

Previous Meetings and History: NONE

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: Program overview

ECONOMIC DEVELOPMENT PROJECT

CITY OF AUBURN, MAINE

An Application for a Municipal Development and Tax Increment Financing District

**TIF #26 - NORTH RIVER ROAD APARTMENTS MUNICIPAL DEVELOPMENT
AND TAX INCREMENT FINANCING DISTRICT**

DEVELOPMENT PROGRAM

Presented to:

**City Council
City of Auburn
March 7, 2022**

APPLICATION COVER SHEET

MUNICIPAL TAX INCREMENT FINANCING

A. General Information

1. Municipality Name: City of Auburn		
2. Address: 60 Court Street, Auburn, ME 04210		
3. Telephone: 207-333-6601	4. Fax: 207-333-6623	5. Email: gholmes@auburnmaine.gov
6. Municipal Contact Person: Glen E. Holmes, Director of Business and Community Development		
7. Business Name: N/A		
8. Address:		
9. Telephone:	10. Fax:	11. Email:
12. Business Contact Person:		
13. Principal Place of Business:		
14. Company Structure (e.g. corporation, sub-chapter S, etc.):		
15. Place of Incorporation:		
16. Names of Officers:		
17. Principal Owner(s) Name:		
18. Address:		

B. Disclosure

1. Check the public purpose that will be met by the business using this incentive (any that apply):		
<input type="checkbox"/> job creation	<input type="checkbox"/> job retention	<input type="checkbox"/> capital investment
<input type="checkbox"/> training investment	<input type="checkbox"/> tax base improvement	<input type="checkbox"/> public facilities improvement
<input type="checkbox"/> other (list):		
2. Check the specific items for which TIF revenues will be used (any that apply):		
<input type="checkbox"/> real estate purchase	<input type="checkbox"/> machinery & equipment purchase	<input type="checkbox"/> training costs
<input type="checkbox"/> debt reduction	<input checked="" type="checkbox"/> other (list): Please refer to Table 1 in Development Program	

C. Employment Data

List the company's goals for the number, type and wage levels of jobs to be created or retained as part of this TIF development project (*please use next page*).

N/A

Table of Contents

Development Program	1
I. Introduction	1
II. Development Program Narrative	2
A. The Development District	2
B. The Development Program	2
C. The Projects	2
D. Strategic Growth and Development	3
E. Improvements to the Public Infrastructure	4
F. Operational Components	4
1. Public Facilities	4
2. Commercial Improvements Financed Through Development Program	4
3. Relocation of Displaced Persons	4
4. Transportation Improvements	4
5. Environmental Controls	4
6. Plan of Operation	4
III. Physical Description	4
IV. Financial Plan	5
A. Costs and Sources of Revenues	5
B. Municipal Indebtedness	5
V. Financial Data	6
VI. Tax Shifts	6
VII. Municipal Approvals	6
A. Notice of Public Hearing	6
B. Minutes of Public Hearing	6
C. City Council Order	6

Exhibit List

Exhibit A-1	City of Auburn Property Map Showing District Property Relative to City Boundaries
Exhibit A-2	City of Auburn Property Map Showing District Property
Exhibit B	Assessor's Certificate
Exhibit C-1	Anticipated TIF Captured Assessed Values
Exhibit C-2	Projected Tax Shift Benefits
Exhibit D	Notice of Public Hearing
Exhibit E	Minutes of Public Hearing
Exhibit F	City Council Order
Exhibit G	Statutory Requirements and Thresholds Form

Development Program

I. Introduction

The Maine Legislature established tax increment financing as an economic development tool to be used by municipalities to: (a) provide new employment opportunities; (b) improve and broaden its tax base; and (c) improve the general economy of the State. The Legislature recognizes that the State and its municipalities benefit from a municipality's economic development partnership with a local business to promote responsible new development that (a) enhances local efforts for economic, industrial or commercial development; and (b) retains and expands the local tax base and employment opportunities.

The City of Auburn (the "City" or "Auburn") seeks to establish a Tax Increment Financing ("TIF") district to be known as the "**TIF #26 North River Road Apartments Municipal Development and Tax Increment Financing District**" (the "District"), located on North River Road.

The District consists of one parcel located at 273 North River Road and is identified on City Tax Maps as Tax Map 271 Lot 101. The District is approximately 3.32 acres. The District is being developed for rental housing, consisting of three buildings with twelve apartments per building. The complex is estimated to cost \$4,213,000 to construct.

In designating the proposed District and adopting this Development Program, the City can accomplish the following goals:

- Maintain the existing tax revenues;
- Enjoy enhanced future tax revenues generated by improvements within the District;
- Enable the investment of TIF Revenues (defined below) in high priority City projects;
- Create long-term, stable employment opportunities for area residents; and
- Improve the overall economy of the City, the Androscoggin County region, and the State of Maine.

In addition, by creating a TIF district, the City will "shelter" the increase in municipal valuation that the development will bring about. The tax benefit provided by the District will mitigate the adverse effect that the District's increased assessed property value would have on the City's share of state aid to education, municipal revenue sharing, and its county tax assessment. An estimate of the tax shift benefit is shown as **Exhibit C-2** attached hereto.

II. Development Program Narrative

A. The Development District

The District will encompass approximately 3.32 acres of real property. The District is located at 273 North River Road, a major road on the east side of the City that follows the Androscoggin River. The District is shown in **Exhibit A-1** and **Exhibit A-2** attached hereto.

B. The Development Program

The City's designation of the District and adoption of this Development Program creates a single municipal TIF District in order to capture the value of the taxable real property improvements made within the District and to authorize the use of tax increment financing revenues for various municipal economic development projects, as well as any potential future credit enhancement agreements. The Development Program will begin with the City's 2022-2023 fiscal year on July 1, 2022 and will continue for a total of twenty (20) years, ending on June 30, 2042.

Under this Development Program, the City will capture one hundred (100%) of the increased assessed value of taxable real property over the original assessed value of the District and retain the tax revenues generated by the captured assessed value for designated economic development purposes. The calculation of TIF Revenues (as defined below) is more specifically described below in Section IV – Financial Plan. In the Assessor's Certificate attached as **Exhibit B** hereto, the Assessor has certified the original assessed value of the District.

By adopting this Development Program, the City is creating a TIF district that will: (1) maintain existing tax revenues; (2) enjoy enhanced future tax revenues generated by new development within the District; and (3) shelter the captured assessed value from impacting the overall State valuation for the City of Auburn, thereby minimizing: (a) potential decreases in the City's State school subsidy and State revenue sharing, and (b) potential increases in the City's county tax assessments and local school district contributions.

Further, approval of this Development Program and the designation of the District will have a neutral impact on the existing tax base; only the increased assessed value over the original assessed value within the District will be captured. In addition, at the end of the District and Development Program, the City expects to emerge with a substantial amount of new taxable property value to add to its municipal tax base.

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the "TIF Statute"). Subsequent to a City Council vote designating the District and adopting this Development Program, evidenced by **Exhibit F** hereto, the designation of the District and adoption of this Development Program are effective upon approval by the DECD.

C. The Projects

Development within the District will provide a revenue source for the City's economic development projects. The City plans to use the TIF Revenues for several projects related to

economic and infrastructure development. Please see Table 1 herein for a complete list of authorized projects and their respective cost estimates.

**TABLE 1
Municipal Project Costs**

Project	Cost Estimate*	Statutory Citation
1. <u>Administrative & Professional Services Costs.</u> Costs of prorated portion of salaries of City staff for time associated with creation and administration of District, and fund costs of professional services associated with creation and administration of District.	\$120,000	30-A M.R.S. § 5225(1)(A)(4); (1)(A)(5)
2. <u>Economic Development Programs:</u> Costs of the City’s economic development programs, including, but not limited to, marketing costs, prorated portions of staff salaries devoted to supporting and administering TIF programming, and other related operating expenses for the City’s Economic Development Department.	\$20,000	30-A M.R.S. § 5225(1)(C)(1)
3. <u>Road Improvements:</u> Design, construction, engineering and other associated costs of road and construction on North River Road, Center Street, Cross Street, Northern Avenue, Bradman Street and Stetson Road, located within the District or outside the District but directly related to or made necessary by the District.	\$3,000,000	30-A M.R.S. § 5225(1)(A)(1); (1)(B)(1)
4. <u>Public Safety Facility:</u> Costs related to the construction or operation of a public safety facility in the City, the need for which is related to general economic development within the City, not to exceed 15% of the captured assessed value of the development district.	\$150,000	30-A M.R.S. § 5225 (1)(C)(9); (1)(B)(1)
Total	\$3,290,000	

* These are estimates only. The City may allocate revenues generated by the District across approved project cost categories as needed.

D. Strategic Growth and Development

By creating and designating the District, the City is maximizing the economic development potential of the District and the City in general. TIF Revenues from the District will be used on important City economic development projects and programs.

Further, the City's designation of a TIF district and pursuit of this Development Program constitute a good and valid public purpose described in the TIF Statute in Chapter 206 of Title 30-A because it represents a substantial contribution to the economic well-being of both the City and the Androscoggin County Region, by providing jobs and contributing to property taxes.

E. Improvements to the Public Infrastructure

As further set forth in Table 1, the City will use certain TIF Revenues for a variety of projects, including public infrastructure improvements.

F. Operational Components

1. Public Facilities

Please refer to Table 1 to review public facilities intended to be financed with TIF Revenues.

2. Commercial Improvements Financed Through Development Program

No commercial improvements will be financed through the Development Program.

3. Relocation of Displaced Persons

No persons will be displaced.

4. Transportation Improvements

Certain transportation related improvements are described in Table 1.

5. Environmental Controls

The improvements made under the proposed Development Program will meet or exceed all federal and state environmental regulations and will comply with all applicable land use requirements for the City.

6. Plan of Operation

During the term of the District, the City Manager or his designee will be responsible for all administrative matters within the purview of the City concerning the implementation and operation of the District.

III. Physical Description

Municipal documents relating to the District's physical description attached as Exhibits:

- (a) City of Auburn property map showing the District relative to City boundaries. **Exhibit A-1**
- (b) City of Auburn property map showing the District property. **Exhibit A-2**
- (c) Certification by the City of Auburn Assessor of the original assessed value of the District. **Exhibit B.**

IV. Financial Plan

The District will encompass approximately 3.32 acres of property. The original assessed value of the real property in the District was \$60,300 as of March 31, 2021 (April 1, 2020). Development of the parcel is estimated to add approximately \$3,000,000 of new assessed real property value to the City.

Upon each payment of property taxes by property owners inside the District, the City will deposit into a Development Program Fund the entirety of the property tax payments constituting TIF revenues (the “Development Program Fund”). TIF revenues will consist of property taxes paid on 100% of the increased assessed value in the District (“TIF Revenues”).

The Development Program Fund consists of two segregated accounts, a sinking fund account (“Sinking Fund Account”) and a project cost account (the “Project Cost Account”). The City will deposit the TIF Revenues necessary to pay debt service on any bonds that may be issued to pay for the City’s TIF projects into the Sinking Fund Account. The money in this account is pledged to and charged with the payment of interest and principal on municipal indebtedness related to improvements in the District. Thereafter, the City will deposit any additional TIF Revenues into the Project Cost Account for approved municipal projects outlined in this Development Program and not financed with City indebtedness. The Development Program Fund is pledged to and charged with the payment of the project costs in the manner provided in 30-A M.R.S.A. § 5227(3).

Estimates of the increased assessed value of the District, the anticipated captured assessed values and TIF Revenues generated by the District, and the estimated tax shifts are shown in **Exhibit C-1** and **Exhibit C-2**, respectively.

A. Costs and Sources of Revenues

Developers of District property will pay for and/or finance all costs of projects located in the District through private sources.

B. Municipal Indebtedness

The City reserves the right to issue municipal bonds in order to pay for infrastructure improvements described in **Table 1**. Any municipal bond issued for such project would require City Council approval.

V. Financial Data

The original assessed value of the taxable property in the District was \$60,300 as of March 31, 2021 (April 1, 2020). Please find attached as **Exhibit G** the Statutory Requirements and Thresholds Form required by the Maine Department of Economic and Community Development.

VI. Tax Shifts

In accordance with Maine statutes governing the establishment of a tax increment financing district, the table set forth in **Exhibit C-2** identifies the tax shifts that are expected to result during the term of the District from the establishment of the District.

VII. Municipal Approvals

A. Notice of Public Hearing

Attached as **Exhibit D** is a certified copy of the Notice of Public Hearing held on March 7, 2022 in accordance with the requirements of 30-A M.R.S.A. § 5226(1). The notice was published in the *Sun Journal*, a newspaper of general circulation in the City on a date at least ten (10) days prior to the public hearing.

B. Minutes of Public Hearing

Attached as **Exhibit E** is a certified copy of the minutes of the public hearing held on March 7, 2022, at which time the proposed District was discussed by the public.

C. City Council Order

Attached as **Exhibit F**, is an attested copy of the City Council Order adopted by the Auburn City Council at a Council Meeting duly called and held on March 7, 2022, designating the District and adopting the Development Program.

Exhibit A-1

**(City of Auburn Property Map Showing District Property
Relative to City Boundaries)**

TIF #26

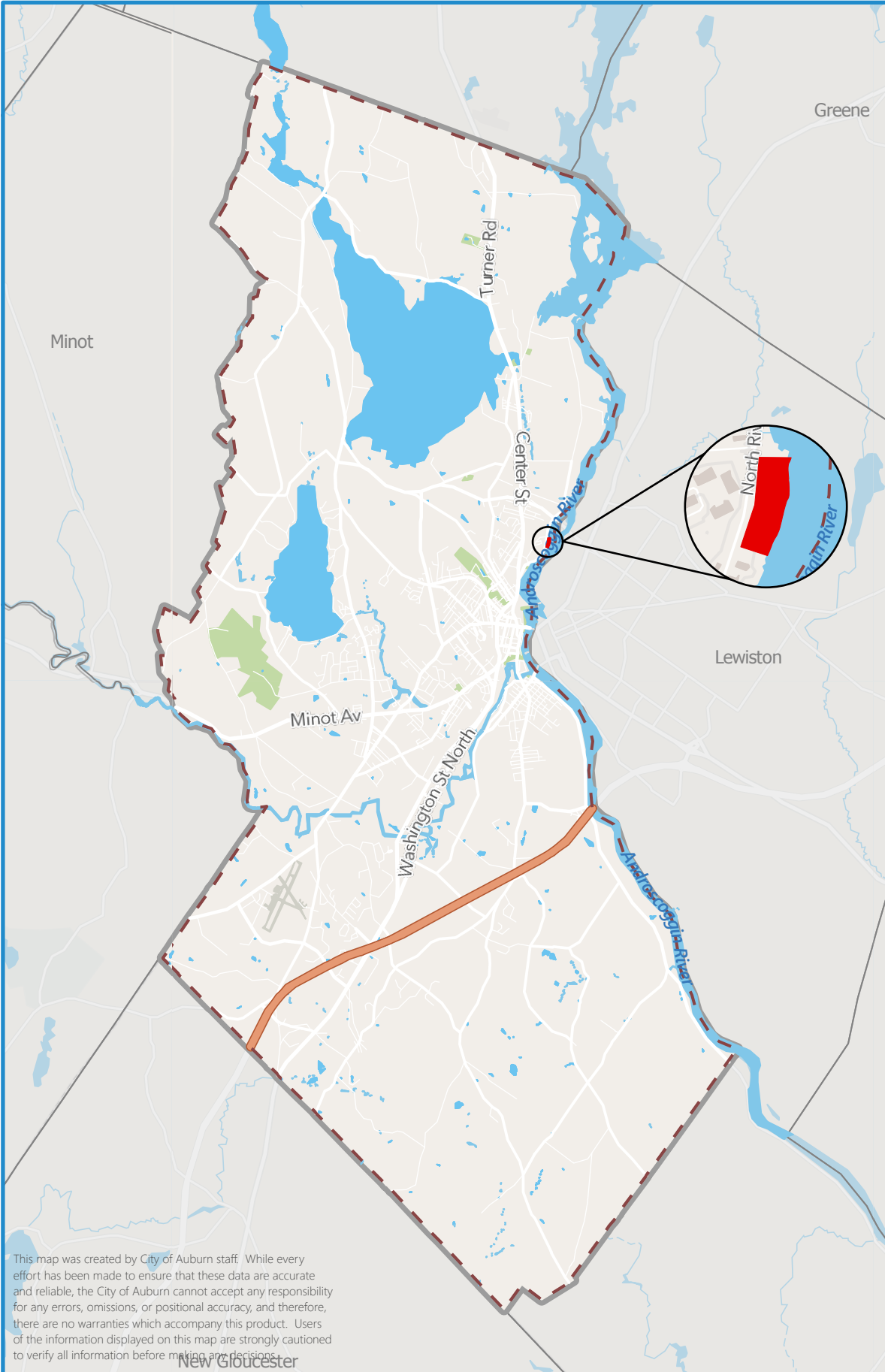
North River Road Apartments Municipal TIF District



**60 Court Street
Auburn, Maine
207.333.6601**

LEGEND

- TIF 26
- Tax Map 27
- Lot 101
- 3.32 Acres



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

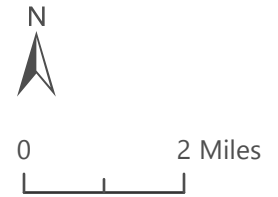


Exhibit A-2

(City of Auburn Property Map Showing District Property)

TIF #26


North River Road Apartments Municipal TIF District



**60 Court Street
Auburn, Maine
207.333.6601**



LEGEND

 TIF #26
3.32 acres



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

Exhibit B

(Assessor's Certificate – City of Auburn, Maine)

EXHIBIT B

**ASSESSOR'S CERTIFICATE
CITY OF AUBURN**

The undersigned Assessor's Agent for the City of Auburn, Maine hereby certifies pursuant to the provisions of M.R.S.A Title 30-A § 5227(2) that:

The assessed value of taxable real property of the TIF #26 North River Road Apartments Municipal Development and Tax Increment Financing District as described in the Development Program to which the Certificate is included, comprised of the approximately 3.32 acres identified on City Tax Maps as Tax Map 271, Lot 101, was \$60,300 as of March 31, 2021 (April 1, 2020).

In Witness Whereof, This Certificate has been executed as of this 16th day of Feb,
2022.


ASSESSOR

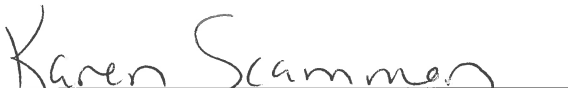

PRINT NAME: Karen Scammon

Exhibit C-1

(Anticipated TIF Captured Assessed Values)

Exhibit C-1 - Captured Assessed Value & TIF Revenue Projections
TIF #26 North River Road Apartments TIF District – City of Auburn

Fiscal Year	TIF Year	Projected IAV	Percent Captured	Estimated Assessment Ratio	TIF District Projected CAV	Projected Mil Rate 21/22: 23.82	Projected Total TIF Revenue
2022-2023	1	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2023-2024	2	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2024-2025	3	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2025-2026	4	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2026-2027	5	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2027-2028	6	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2028-2029	7	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2029-2030	8	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2030-2031	9	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2031-2032	10	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2032-2033	11	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2033-2034	12	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2034-2035	13	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2035-2036	14	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2036-2037	15	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2037-2038	16	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2038-2039	17	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2039-2040	18	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2040-2041	19	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460
2041-2042	20	\$3,000,000	100%	100%	\$3,000,000	23.82	\$71,460

20-Year Projected Total: \$1,429,200
20-Year Projected Average: \$71,460

Assumptions:

1. Projections show anticipated increased assessed values, captured assessed values, and TIF revenues.
2. Assumes a 20-year district term.
3. Projections assume a flat mil rate of 23.82
4. Assumes 100% of the increased assessed value is captured in the District and available for municipal project costs.
5. Projections are much less likely to be accurate farther into the future and are for demonstrative purposes only.

Exhibit C-2

(Projected Tax Shift Benefits)

Exhibit C-2 - Tax Shift Benefits

TIF #26 North River Road Apartments TIF District – City of Auburn

Fiscal Year	TIF Year	State Aid to Education Benefit	County Tax Benefit	State Revenue Sharing Benefit	Total Tax Benefit
2022-2023	1	-	-	-	\$0
2023-2024	2	-	-	-	\$0
2024-2025	3	-	\$2,901	\$7,431	\$10,332
2025-2026	4	\$21,300	\$2,901	\$7,431	\$31,632
2026-2027	5	\$21,300	\$2,901	\$7,431	\$31,632
2027-2028	6	\$21,300	\$2,901	\$7,431	\$31,632
2028-2029	7	\$21,300	\$2,901	\$7,431	\$31,632
2029-2030	8	\$21,300	\$2,901	\$7,431	\$31,632
2030-2031	9	\$21,300	\$2,901	\$7,431	\$31,632
2031-2032	10	\$21,300	\$2,901	\$7,431	\$31,632
2032-2033	11	\$21,300	\$2,901	\$7,431	\$31,632
2033-2034	12	\$21,300	\$2,901	\$7,431	\$31,632
2034-2035	13	\$21,300	\$2,901	\$7,431	\$31,632
2035-2036	14	\$21,300	\$2,901	\$7,431	\$31,632
2036-2037	15	\$21,300	\$2,901	\$7,431	\$31,632
2037-2038	16	\$21,300	\$2,901	\$7,431	\$31,632
2038-2039	17	\$21,300	\$2,901	\$7,431	\$31,632
2039-2040	18	\$21,300	\$2,901	\$7,431	\$31,632
2040-2041	19	\$21,300	\$2,901	\$7,431	\$31,632
2041-2042	20	\$21,300	\$2,901	\$7,431	\$31,632
2031-2032		\$21,300	\$2,901	\$7,431	\$31,632
2032-2033		\$21,300	\$2,901	\$7,431	\$31,632
2033-2034		\$21,300	-	-	\$21,300
Totals:		\$426,000	\$58,016	\$148,617	\$632,634
Averages:		\$21,300	\$2,901	\$7,431	\$27,506

Assumptions:

1. Data sources include the 2021-2022 mil rate/commitment reported by the City, Androscoggin County's FY2022 Budget reflecting Tax Allocation, the State Treasurer's Office Municipal Revenue Sharing projections for FY2022, published 07/02/2021, and the Maine Department of Education 01/18/22 2022-2023 ED 279 form for Auburn Schools. Based on these projections, the City of Auburn loses approximately 44 cents out of every new tax dollar to subsidy losses and increased County taxes.
2. Tax shift losses are comprised of declining subsidies in revenue sharing and increasing obligations to pay county taxes. Tax shift losses occur a couple of years following the year in which the new assessed value is first recognized in the assessment. No tax shift losses occur when a TIF captures all of the new value.
3. These projections assume that the formulas and general inputs for state subsidies and county taxes do not change over time and they assume that all other values in other communities are static relative to one another except for the new value assessed. The projections are less likely to be accurate farther into the future.
4. Assumes the assessment ratio in the City is 100% when new property value arrives, such that the market value of new property is used for assessment purposes.
5. The projections above assume that no tax increment financing district is put in place, thus the mil rate is reduced by the influx of new value in the City. This analysis factors in tax shift impacts resulting from the project's new assessed value into future commitments and mil rate calculations to arrive at projected property tax payments.

Exhibit D

(Notice of Public Hearing)

NOTICE OF PUBLIC HEARING

CITY OF AUBURN NOTICE OF PUBLIC HEARING

Regarding
Approval of the Municipal Development and Tax Increment Financing District known as:
“TIF #26 North River Road Apartments Municipal Development and Tax Increment Financing District”

Notice is hereby given that the City of Auburn will hold a public hearing on

March 7, 2022
at 60 Court Street Auburn , ME 04210
The Public Hearing will be at 7:00 p.m.

The purpose of the public hearing is to receive public comments on the creation of a municipal development and tax increment financing district known as the TIF #26 North River Road Apartments Municipal Development and Tax Increment Financing District (the “District”) and the adoption of the development program for the District pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

The TIF #26 North River Road Apartments Municipal Development Tax Increment Financing District is comprised of approximately 3.32 acres and is located at 273 North River Road across from Northern Avenue Heights. The proposed district will consist of three apartment buildings encompassing approximately 36 units.

A copy of the proposed Development Program materials will be on file with the City Office during normal business hours of 8:30 am – 4:00 pm. They can also be found at <https://www.auburnmaine.gov/> or one can call 207-333-6601 during normal business hours to request that a copy be mailed to you. All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time.

Public comments will be taken at the hearings and written comments should be submitted to Susan Clements-Dallaire, City Clerk. Written comments will be accepted until 4:00 PM on March 7, 2022.

Exhibit E

(Minutes of Public Hearing)

Exhibit F

(City Council Order)

City Council Order

Approving the TIF #26 North River Road Apartments Municipal Development Tax Increment Financing Development Program

WHEREAS, the City of Auburn (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the City as the TIF #26 North River Road Apartments Municipal Tax Increment Financing District ("the District") and to adopt a development program for the District (the "Development Program"); and

WHEREAS, there is a need to provide continuing employment opportunities for the citizens of the City and the surrounding region; to improve and broaden the tax base of the City; and to improve the general economy of the City, the surrounding region and the State of Maine; and

WHEREAS, adopting and implementing the District and the Development Program will help to improve and broaden the tax base in the City and improve the economy of the City and the State of Maine; and

WHEREAS, the City has held a public hearing on the question of establishing the District in accordance with the requirements of 30-A M.R.S.A. §5226, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City; and

WHEREAS, the City desires to designate the District and to adopt the Development Program for the District; and

WHEREAS, it is expected that approval will be sought and obtained from the Maine Department of Economic and Community Development ("DECD"), approving the designation of the District and the adoption of the Development Program; and

NOW THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF AUBURN, MAINE:

Section 1. The City hereby finds and determines that:

(a) At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is in need of rehabilitation, redevelopment or conservation or is suitable for commercial uses as defined in 30-A M.R.S.A. §5223(3); and

(b) The total area of the District does not exceed two percent (2%) of the total acreage of the City, and the total area of all development districts within the City (including the District) does not exceed five percent (5%) of the total acreage of the City; and

(c) The aggregate original assessed value of the District plus the original assessed value of all other existing tax increment financing districts in the City does not exceed five percent (5%) of the total value of taxable property within the City as of April 1, 2021; and

(d) The City Council has considered all evidence presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined

that any such adverse economic effect on or detriment to any existing business is outweighed by the contribution expected to be made through the District and the adoption of the Development Program. The projects and improvements described in the Development Program will contribute to the economic growth and well-being of the City and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the City, including employment opportunities, a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose.

Section 2. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City hereby designates the District and adopts the Development Program all as more particularly described in the Development Program presented to the City Council and such Development Program is hereby incorporated by reference into this vote as the Development Program for the District.

Section 3. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of increased assessed value to be retained in the District as captured assessed value and the term for which it will be retained is hereby established as set forth in the Development Program.

Section 4. The City Manager be, and hereby is, authorized, empowered and directed to submit the designation of the District and the Development Program to DECD for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226(2).

Section 5. The foregoing designation of the District and adoption of the Development Program shall automatically become final and shall take full force and effect upon receipt by the City of approval of the designation of the District and adoption of the Development Program by DECD, without requirement of any further action by the City, the City Council, or any other party.

Section 6. The City Manager be and hereby is authorized and empowered, at his discretion, from time to time, to make such revisions and corrections to the Development Program or to the scope, cost or description of the public improvements to be financed with tax increment revenues generated by the District as described in the Development Program, and to the exhibits to the Development Program, as the City Manager deems reasonably necessary or convenient, necessary in order to facilitate the process for review and approval of the District or the Development Program by DECD, or for any other reason so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Development Program.

Section 7. This Order shall take effect immediately upon adoption.

Approved March 7, 2022, by the City Council, at a meeting duly convened and conducted in Auburn, Maine.

Exhibit G

(Statutory Requirements and Thresholds Form)

STATUTORY REQUIREMENTS AND THRESHOLDS
TIF #26 NORTH RIVER ROAD APARTMENTS MUNICIPAL TAX INCREMENT FINANCING DISTRICT

41SECTION A. Acreage Caps			
1. Total municipal acreage;		41,430	
2. Acreage of proposed Municipal TIF District;		3.32	
3. Downtown-designation ¹ acres in proposed Municipal TIF District;		0	
4. Transit-Oriented Development ² acres in proposed Municipal TIF District;		0	
5. Total acreage [=A2-A3-A4] of proposed Municipal TIF District counted toward 2% limit;		3.32	
6. Percentage [=A5÷A1] of total acreage in proposed Municipal TIF District (CANNOT EXCEED 2%).		.008%	
7. Total acreage of all <u>existing/proposed</u> Municipal TIF districts in municipality including Municipal Affordable Housing Development districts: ³ #6 Proctor & Gamble (Tambrands II)/84 acres #10 Downtown Omnibus/264.18 acres #13 Retail Development/29.67 acres #15 Mall Area Hotel/1.5 acres #18 Norway Savings Bank Arena/8.53 acres #20 62 Spring Street/.81 #22 Hampshire Street/1.01 #24 Gracelawn/2.92 #26 North River Road Apartments/3.32	Existing	716.31	
		Proposed	3.32
		Total:	719.63
30-A § 5223(3) EXEMPTIONS⁴			
8. Acreage of an <u>existing/proposed</u> Downtown Municipal TIF district;		264.18	
9. Acreage of all <u>existing/proposed</u> Transit-Oriented Development Municipal TIF districts:		0	
10. Acreage of all <u>existing/proposed</u> Community Wind Power Municipal TIF districts:		0	
11. Acreage in all <u>existing/proposed</u> Municipal TIF districts common to ⁵ Pine Tree Development Zones per 30-A § 5250-I (14)(A) excluding any such acreage also factored in Exemptions 8-10 above:		0	
12. Total acreage [=A7-A8-A9-A10-A11] of all <u>existing/proposed</u> Municipal TIF districts counted toward 5% limit;		455.45	
13. Percentage of total acreage [=A12÷A1] of all <u>existing/proposed</u> Municipal TIF districts (CANNOT EXCEED 5%).		1.099%	
14. Real property in proposed Municipal TIF District that is:	ACRES	% [=Acres÷A2]	
a. A blighted area;	0	0	
b. In need of rehabilitation, redevelopment or conservation;	0	0	
c. Suitable for commercial or arts district uses.	3.32	100%	
TOTAL (except for § 5223 (3) exemptions a., b. OR c. must be at least 25%)		100%	

*The acreages for existing TIF districts are consistent with existing approved TIF development program documentation and do not necessarily represent revisions that might result in time to acreages from updated surveys and assessing software information.

¹ Before final designation, the Commissioner will seek advice from MDOACF and MDOT per 30-A § 5226(2).

² For Transit-Oriented Development (TOD) definitions see 30-A § 5222 sub-§§ 19-24.


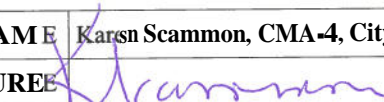
³ For AH-TIF acreage requirement see 30-A § 5247(3)(B). Alternatively, Section B. must exclude AH-TIF valuation.

⁴ Downtown/TOD overlap nets single acreage/valuation caps exemption.

⁵ PTZ districts approved through December 31, 2008.

STATUTORY REQUIREMENTS AND THRESHOLDS
TIF #26 NORTH RIVER ROAD APARTMENTS MUNICIPAL TAX INCREMENT FINANCING DISTRICT

SECTION B. Valuation Cap	
1. Total TAXABLE municipal valuation—use most recent April 1;	\$1,973,954,411
2. Taxable Original Assessed Value (OAV) of proposed Municipal TIF District as of March 31 preceding municipal designation—same as April 1 prior to such March 31;	\$60,300
3. Taxable OAV of all existing/proposed Municipal TIF districts in municipality excluding Municipal Affordable Housing Development districts: #6 Proctor & Gamble (Tambrands II)/\$520,900 #9 Mall Area/\$5,956,300 #10 Downtown Omnibus/\$83,168,800 #12 Auburn Industrial Park/\$334,200 #13 Retail Development/\$5,425,400 #14 Mall Revitalization/\$11,328,400 #15 Mall Area Hotel/\$4,900 #18 Norway Savings Bank Arena/\$1,564,100 #19 Hartt Transportation Center/\$1,278,600 #20 62 Spring Street/\$474,300 #23 Memory Care/\$327,100 #24 Gracelawn/\$262,600 #25 FutureGuard/\$3,838,700 #26 North River Road Apartments/\$60,300	Existing \$114,484,300
	Proposed \$60,300
	Total: \$114,544,600
30-A § 5223(3) EXEMPTIONS	
4. Taxable OAV of an <u>existing/proposed</u> Downtown Municipal TIF district;	\$83,168,800
5. Taxable OAV of all <u>existing/proposed</u> Transit-Oriented Development Municipal TIF districts: District Name/OAV District Name/OAV	0
6. Taxable OAV of all <u>existing/proposed</u> Community Wind Power Municipal TIF districts: District Name/OAV District Name/OAV	0
7. Taxable OAV of all <u>existing/proposed</u> Single Taxpayer/High Valuation ⁶ Municipal TIF districts: District Name/OAV District Name/OAV	0
8. Taxable OAV in all <u>existing/proposed</u> Municipal TIF districts common to Pine Tree Development Zones per 30-A § 5250-1 (14)(A) excluding any such OAV also factored in Exemptions 4-7 above: District Name/OAV District Name/OAV District Name/OAV District Name/OAV District Name/OAV District Name/OAV	0
9. Total taxable OAV [=B3-B4-B5-B6-B7-B8] of all <u>existing/proposed</u> Municipal TIF districts counted toward 5% limit;	\$31,375,800
10. Percentage of total taxable OAV [=B9÷B1] of all <u>existing/proposed</u> Municipal TIF districts (CANNOT EXCEED 5%).	1.589%

COMPLETED BY			
PRINT NAME	Shana Cook Mueller		
SIGNATURE		DATE	2/16/2022
If this form has <u>not</u> be completed by the municipal or plantation assessor, the assessor must sign and date below, acknowledging he/she agrees with the information reported on this form, and understands the OAV stated in Section B, line 2, will be used to determine the LAV for this District.			
PRINT NAME	Karsn Scammon, CMA-4, City Assessor		
SIGNATURE		DATE	2-16-22

⁶ For this exemption see 30-A §5223(3)(C) sub-§§ 1-4.

NOTICE OF PUBLIC HEARING

CITY OF AUBURN NOTICE OF PUBLIC HEARING

Regarding

Approval of the Municipal Development and Tax Increment Financing District known as:

“TIF #26 North River Road Apartments Municipal Development and Tax Increment Financing District”

Notice is hereby given that the City of Auburn will hold a public hearing on

March 7, 2022

**at 60 Court Street Auburn , ME 04210
The Public Hearing will be at 7:00 p.m.**

The purpose of the public hearing is to receive public comments on the creation of a municipal development and tax increment financing district known as the TIF #26 North River Road Apartments Municipal Development and Tax Increment Financing District (the “District”) and the adoption of the development program for the District pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

The TIF #26 North River Road Apartments Municipal Development Tax Increment Financing District is comprised of approximately 3.32 acres and is located at 273 North River Road across from Northern Avenue Heights. The proposed district will consist of three apartment buildings encompassing approximately 36 units.

A copy of the proposed Development Program materials will be on file with the City Office during normal business hours of 8:30 am – 4:00 pm. They can also be found at <https://www.auburnmaine.gov/> or one can call 207-333-6601 during normal business hours to request that a copy be mailed to you. All interested persons are invited to attend the public hearing and will be given an opportunity to be heard at that time.

Public comments will be taken at the hearings and written comments should be submitted to Susan Clements-Dallaire, City Clerk. Written comments will be accepted until 4:00 PM on March 7, 2022.



City Council Order

IN CITY COUNCIL

ORDERED,

Approving the TIF #26 North River Road Apartments Municipal Development Tax Increment Financing Development Program

WHEREAS, the City of Auburn (the "City") is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to designate specific areas within the City as the TIF #26 North River Road Apartments Municipal Tax Increment Financing District ("the District") and to adopt a development program for the District (the "Development Program"); and

WHEREAS, there is a need to provide continuing employment opportunities for the citizens of the City and the surrounding region; to improve and broaden the tax base of the City; and to improve the general economy of the City, the surrounding region and the State of Maine; and

WHEREAS, adopting and implementing the District and the Development Program will help to improve and broaden the tax base in the City and improve the economy of the City and the State of Maine; and

WHEREAS, the City has held a public hearing on the question of establishing the District in accordance with the requirements of 30-A M.R.S.A. §5226, upon at least ten (10) days prior notice published in a newspaper of general circulation within the City; and

WHEREAS, the City desires to designate the District and to adopt the Development Program for the District; and

WHEREAS, it is expected that approval will be sought and obtained from the Maine Department of Economic and Community Development ("DECD"), approving the designation of the District and the adoption of the Development Program; and

NOW THEREFORE, BE IT ORDERED BY THE CITY COUNCIL OF THE CITY OF AUBURN, MAINE:

Section 1. The City hereby finds and determines that:

(a) At least twenty-five percent (25%), by area, of the real property within the District, as hereinafter designated, is in need of rehabilitation, redevelopment or conservation or is suitable for

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



City Council Order

commercial uses as defined in 30-A M.R.S.A. §5223(3); and

(b) The total area of the District does not exceed two percent (2%) of the total acreage of the City, and the total area of all development districts within the City (including the District). does not exceed five percent (5%) of the total acreage of the City; and

(c) The aggregate original assessed value of the District plus the original assessed value of all other existing tax increment financing districts in the City does not exceed five percent (5%) of the total value of taxable property within the City as of April 1, 2021; and

(d) The City Council has considered all evidence presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined

that any such adverse economic effect on or detriment to any existing business is outweighed by the contribution expected to be made through the District and the adoption of the Development Program. The projects and improvements described in the Development Program will contribute to the economic growth and well-being of the City and the surrounding region, and will contribute to the betterment of the health, welfare and safety of the inhabitants of the City, including employment opportunities, a broadened and improved tax base and economic stimulus, and therefore constitutes a good and valid public purpose.

Section 2. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City hereby designates the District and adopts the Development Program all as more particularly described in the Development Program presented to the City Council and such Development Program is hereby incorporated by reference into this vote as the Development Program for the District.

Section 3. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of increased assessed value to be retained in the District as captured assessed value and the term for which it will be retained is hereby established as set forth in the Development Program.

Section 4. The City Manager be, and hereby is, authorized, empowered and directed to submit the designation of the District and the Development Program to DECO for review and approval pursuant to the requirements of 30-A M.R.S.A. §5226(2).

Section 5. The foregoing designation of the District and adoption of the Development Program shall automatically become final and shall take full force and effect upon receipt by the City of approval of the designation of the District and adoption of the Development Program by DECO, without requirement of any further action by the City, the City Council, or any other party.

Section 6. The City Manager be and hereby is authorized and empowered, at his discretion, from time to time, to make such revisions and corrections to the Development Program or to the



City Council Order

scope, cost or description of the public improvements to be financed with tax increment revenues generated by the District as described in the Development Program, and to the exhibits to the Development Program, as the City Manager deems reasonably necessary or convenient, necessary in order to facilitate the process for review and approval of the District or the Development Program by DECD, or for any other reason so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the Development Program.

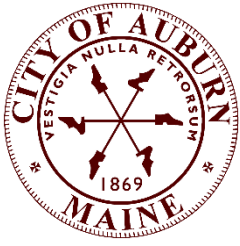
Section 7. This Order shall take effect immediately upon adoption.

Approved March 7, 2022, by the City Council, at a meeting duly convened and conducted in Auburn, Maine.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Public Hearing or Meeting Date: March 7, 2022

Ordinance: 08-03072022

Author: Eric J. Cousens, Director of Planning and Permitting

Subject: Zoning Considerations from 2021 Updated Comprehensive Plan-Gracelawn Area Zoning change AG/RP to GB and Lake Auburn Watershed Overlay District.

Information: The comprehensive plan update adopted on December 6, 2021 identified zoning map and text amendments needed to implement the goals of the plan updates. The Comprehensive Plan recommends adjusting the zoning boundary to allow for reuse of the Gracelawn Gravel Pits for development where they no longer drain to Lake Auburn and shows about 111 acres proposed for the change. The Lake Auburn Study analyzed this further and recommends removing 148 acres from the Watershed based on topography and ground water data. Approximately 37 acres are not shown as Commercial Development District (CDD) in approved FLU mapping because the approximate boundaries for the conceptual change were conservative and were developed before the Lake Auburn Study was completed. We knew most of the land was not draining to the lake, but the study identified a larger area draining away from the lake and the council approved utilizing the Auburn Lake Watershed Study as part of the Comprehensive Plan Updates. In that study they suggested moving the watershed boundary to match the actual drainage area boundary. From that, we are suggesting moving the proposed CDD boundary out to match the new watershed boundary for a total of 148 +/- acres. **In keeping with existing zoning staff is suggesting that this area be changed to General Business (GB) as recommended by the PB on February 8th.**

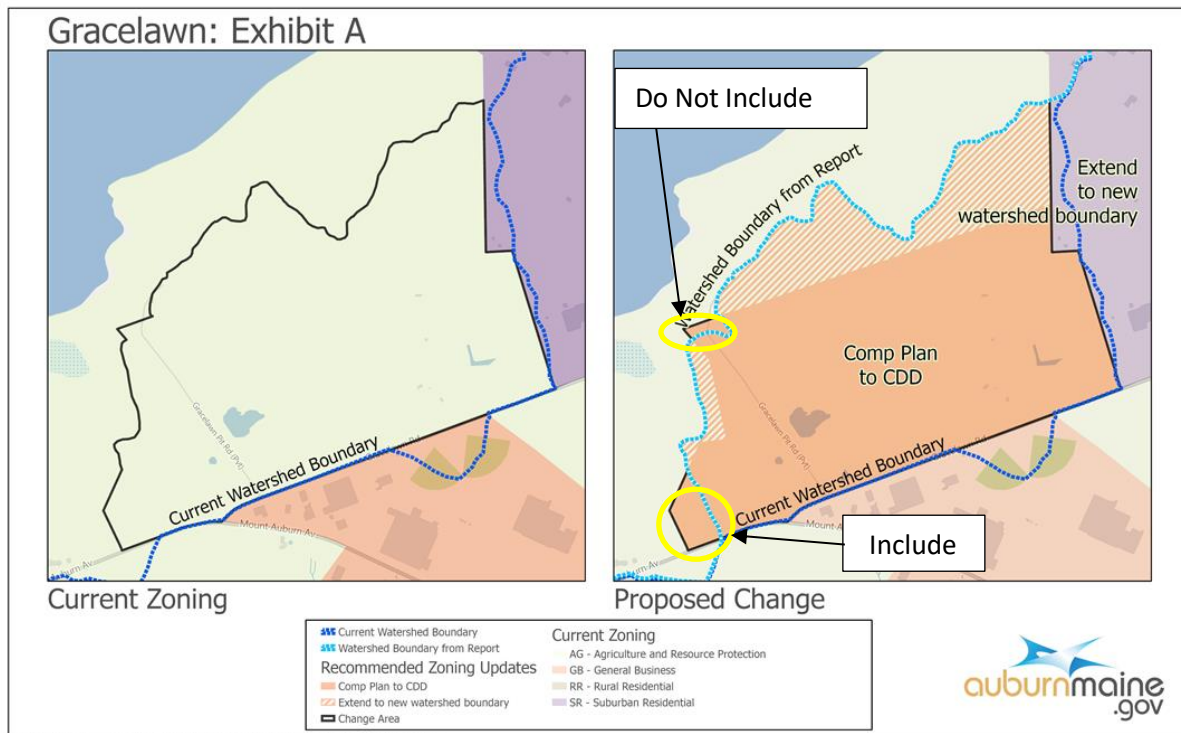
- a. **Gracelawn area;** 148 acres from Agriculture and Resource Protection to General Business District (GB). Approximately, 37 acres are not shown as CDD in approved FLU mapping, but the council did approve utilizing the Auburn Lake Watershed Study. In that study they suggested moving the watershed boundary out and a result from that, we are suggesting moving the proposed CDD boundary out to match the new watershed boundary another 37 +/- acres as intended. (See attached a.)

- b. The current proposal also includes an adjustment of the Lake Auburn Watershed District Zoning Overlay to match what science has shown us to be the actual drainage boundary to the physical Lake Auburn Watershed. The revised boundary is shown as a blue line in the map on the previous page titled Proposed Change. A copy of the Lake Auburn watershed Study Pages recommending this change is attached. The Lake Auburn Watershed Boundary is defined in our ordinance as follows:

Sec. 60-951. Boundaries and definitions.

The Lake Auburn Watershed District is that section of the city in which surface and subsurface waters ultimately flow or drain into Lake Auburn as such section is delineated on a watershed map and survey by the city water district on file in the office of the city water district, the city department of planning and permitting services and the city clerk. The Lake Auburn Watershed District shall be superimposed over underlying districts within such section. Permitted uses in the underlying districts shall continue subject to compliance with the provisions of the Lake Auburn Watershed District.

The district, by definition, should match the actual drainage boundaries and we now have information that confirms that the existing Watershed District Map includes land that does not drain to the Lake



Below is an environmental buildout look of what is existing now vs. a commercial mixed-use development for the 148-acre Gracelawn site. (Ref. MaineDEP Urban Runoff BMPs Calculation Sheet)

Overall annual pollutant load and runoff volume before and after BMPs

Pollutant	Pre-BMP	Reduction	After BMP	Percent Reduction
TN (lb/yr)	727.33	363.66	363.66	50%
TP (lb/yr)	72.73	36.37	36.37	50%
BOD (lb/yr)	3,230.77	2,220.85	1,009.92	69%
Sediment (lb/yr)	27,974.09	23,752.65	4,221.44	85%
Flow Volume (ac-ft/yr)	138.50	119.79	18.72	86%

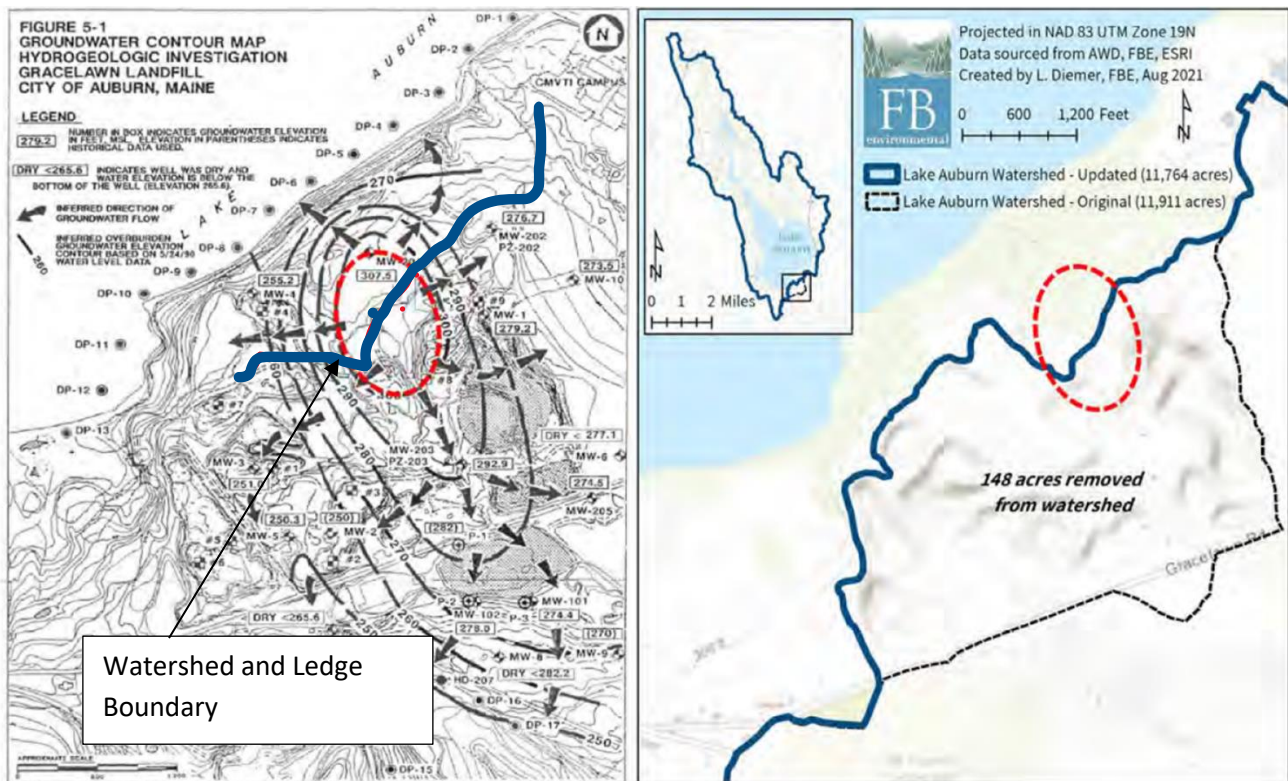


Figure 3-1. Map of groundwater contours developed by E.C. Jordan Co. (1990) (left) compared to map of updated watershed boundary (right). The dotted red circle is provided for ease of reference between the two maps.

SUGGESTED FINDINGS AND REASONS:

1. The 2010 and now the 2020 Comprehensive Plan recommend expanding the Commercial zoning in this area to include the area proposed on the map with a minor difference to follow existing property boundaries. This can be accomplished without creating a new district by using the existing General Business Zone.
2. The two small areas inside the watershed will be required to drain internally (out of the watershed) or meet phosphorus control standards.
3. The current Boundary of the Lake Auburn Watershed District Overlay Zoning Boundary has been shown to be different than the actual drainage boundary based on the Lake Auburn Watershed

Study's analysis of topography and groundwater movement in the area and should be adjusted as proposed to match the physical drainage boundaries of the watershed.

4. The proposal can be implemented without detriment to Lake Auburn and is recommended by the Comprehensive Plan.
5. Significant environmental improvements with the site being converted from a gravel pit to a mixed-use development site based on land use runoff for event mean concentration (EMC) values with BMPs implementation.

Staff Recommended Action: Staff suggests council discuss the proposals and hold a Public Hearing on March 7, 2022. Staff then recommends that the Council take a vote on the following, 1: That the Lake Auburn Watershed Overlay Zoning Boundary be adjusted as shown in the Lake Auburn Watershed Study (and on the attached Map); and 2. That the General Business Boundary be adjusted to include the 148 acres shown on the map based on the following findings to include the front parcel that will drain internally based on the new proposed plan submitted by Stoneybrook Consultants.

Previous Meetings and History: January 3rd Council Discussion Initiation, January 11, 2021 Planning Board Workshop, February 8th, 2022 Planning Board, Public Hearing (favorable recommendation 7-0)

City Manager Comments:



I concur with the recommendation. Signature:

Attachments: Comp Plan Update - Future Land Use Chapter Excerpts, Lake Auburn Study Excerpts, full report here:

https://www.auburnmaine.gov/CMSContent/City_Manager/LakeAuburn_FinalReport%20UPDATED.pdf

3 Analysis of Environmental Impacts

This section analyzes the environmental impact of various development and water quality scenarios for the Lake Auburn watershed. The analysis uses a well-documented watershed model paired with in-lake empirical formulas to predict water quality outcomes under each future scenario. This section also reviews recreational threats and opportunities, current forestry practices, and LAWPC's land conservation strategy.



Photo Credit: Sun Journal

Water Quality Modeling

Boundary Change

Based on hydrogeologic studies (E.C. Jordan Co., 1990; Woodard & Curran, 1995; Summit Environmental Consultants, Inc., 2007) of the sand and gravel operations and former City of Auburn landfill along Gracelawn Road, a portion of the existing watershed area was determined to flow away from Lake Auburn in a southerly and easterly direction (Figure 3-1). Groundwater flow studies around the sand and gravel operations showed groundwater flowing south to an unnamed brook in a ravine just south of Mt. Auburn Avenue that flows to the Androscoggin River. Previous analyses of groundwater monitoring well data around the landfill showed low and diminishing levels of leachate indicators on the lakeside compared to increasing levels on the south side away from the lake. The combined properties with sand and gravel operations owned by CLH & Sons, Inc. and Get Er Done, LLC cover 115 acres in the southern portion of the Lake Auburn watershed and are bounded to the north by Lake Auburn and a LAWPC-owned parcel, to the east by a Central Maine Community College-owned parcel, to the south by Gracelawn Road, and to the west by a LAWPC-owned parcel. Based on review of the groundwater contours and 2-ft surface contours, the proposed watershed boundary reduces the watershed area by 148 acres,

possibly reducing the original CEI, Inc. (2010) total phosphorus load to Lake Auburn by about 44 kg/yr.

Baseline Model Run

The baseline or “existing conditions” model run was performed using the revised version of the ArcView Generalized Watershed Loading Function (AVGWLF): MapWindow Version 4.6.602 and MapShed Version 1.5.1, available online through the Stroud Water Research Center’s Wiki-Watershed. Following MapShed documentation, model files were prepared for input and processing to generate watershed nutrient loading estimates by sub-basin. These sub-basin nutrient loading estimates were run through a simplified version of the Lake Loading Response Model (LLRM) (AECOM, 2009) to account for sub-basin water and nutrient load attenuation, other water and/or nutrient sources such as atmospheric deposition, internal loading, and septic systems, and in-lake factors such as pan evaporation and annual withdrawal for drinking water. The net water and nutrient loads, along with calculated lake characteristics, were used in several well-known empirical formulas to estimate the in-lake total phosphorus concentration of Lake Auburn.

A summary of inputs and assumptions is provided below. Refer to supplemental model documentation for more detail (available through the City of Auburn).

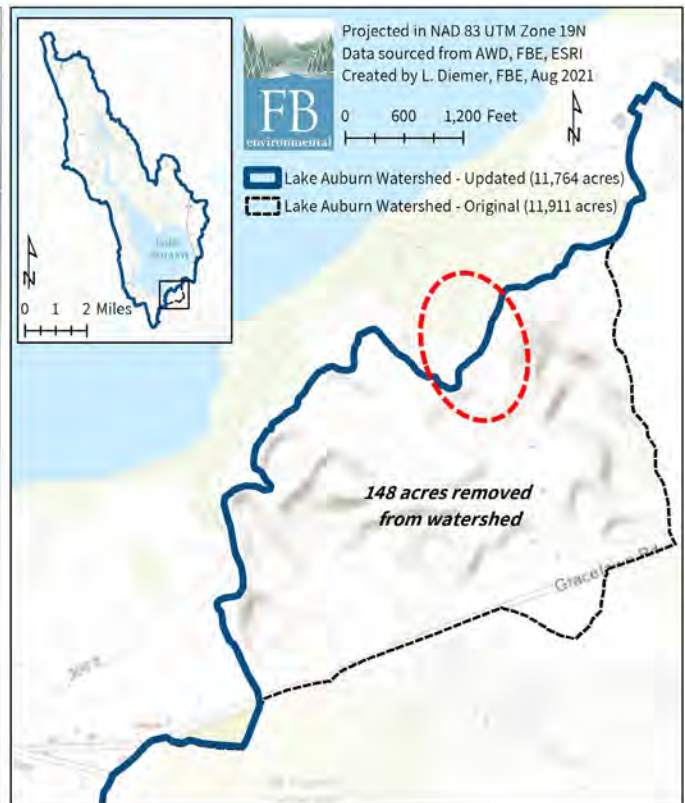
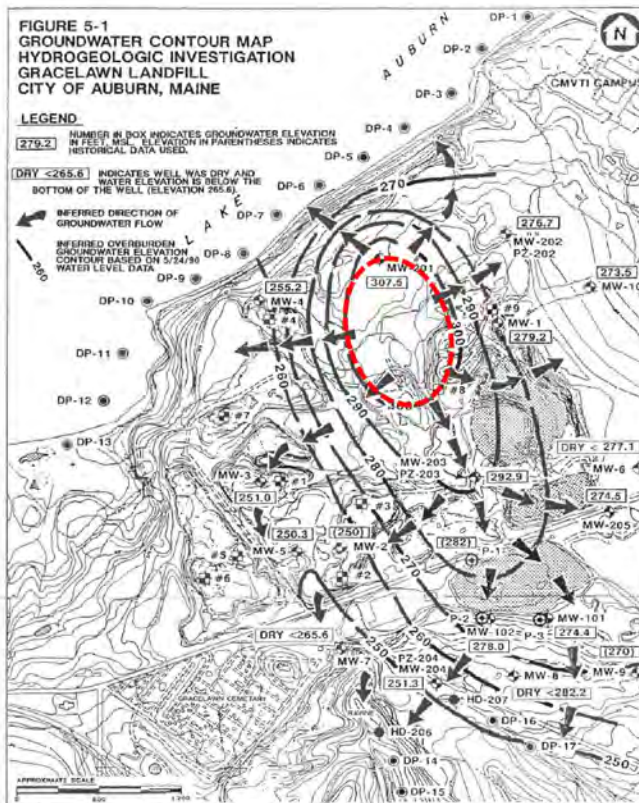


Figure 3-1. Map of groundwater contours developed by E.C. Jordan Co. (1990) (left) compared to map of updated watershed boundary (right). The dotted red circle is provided for ease of reference between the two maps.

5 Findings, Synthesis, & Holistic Recommendations

This section draws out key conclusions from the report's preceding Sections 2, 3, and 4 which contain our analyses of the regulatory, environmental, and economic impacts of Lake Auburn as a public drinking water supply. Synthesis and further discussion, along with consideration of examples from comparable water supplies, are also provided for several key conclusions that recur throughout the preceding sections. Lastly, this section puts forth holistic recommendations for the City of Auburn, as well as the broader community of stakeholders, with the aim of promoting water supply protection efforts and initiatives that preserve or improve the balance among regulatory, environmental, and economic impacts.



Photo Credit: Sun Journal

Key Findings

Section 2, Analysis of Regulatory Impacts

We found that the regulatory framework for the protection of Lake Auburn as a water supply can be revised to be more clearly defined, better aligned with the best available science and State and regional norms, and more fairly applied across different land uses and activities. Specific recommendations are described in depth in Section 2, and direct ordinance language revisions are provided in a separate document to the City. A summary of our recommended revisions is outlined below:

- Revise the septic system requirements of the Lake Auburn Watershed Overlay District Ordinance to incorporate the Maine Subsurface Wastewater Disposal Rules, including provisions that allow for mounded leach fields and other State-approved alternative designs where there is not a native, in-situ, 36-inch vertical separation between the bottom of the organic horizon and the bedrock, water table, or other restrictive layer. Refer to Appendix 1.
- Revise the Phosphorus Control Ordinance to clarify that the limit of a project area does not apply to a given land use but to a demarcated limit of disturbance, such that all disturbance within that area is required to meet the erosion and sedimentation controls and other phosphorus controls under a plan required by the Phosphorus Control Ordinance.
- Require timber harvest and agricultural activities to meet the same requirements as other land uses under the Phosphorus Control Ordinance. Currently, timber management and harvesting must be conducted in accordance with a forest management plan prepared and supervised by a registered forester, while agriculture must be conducted in accordance with a soil and water conservation plan approved by the ACSWCD, making these uses effectively exempt from City oversight. Removing the exemption and requiring timber and agriculture to meet the same erosion control standards under the Phosphorus Control Ordinance would ensure that water quality protection is a central feature of any timber harvesting or agricultural activities in the Lake Auburn watershed.
- Develop a clear set of standards for farm management that will be consistently applied to farms in the watershed for the purpose of controlling erosion and limiting the delivery of excess phosphorus from the farm practices to Lake Auburn. One approach is to set a concrete limit on the amount of agricultural activities that are phosphorus-intensive (e.g., commercial raising of livestock, fertilized row crops, manure

spreading). It is important to note that water quality is predicted to be much worse across all future scenarios if agricultural land use does not decline as predicted.

- Adjust the agricultural buffer strip requirement in the Lake Auburn Watershed Overlay District Ordinance to improve its effectiveness. Recommended adjustments include widening the buffer to 75 or 100 feet, requiring the buffer to be vegetated, and requiring the buffer to be located downgradient of all agricultural activities, perpendicular to the direction of overland flow, in all areas of the watershed (as opposed to requiring buffers only for agricultural activities that are adjacent to surface water).
- Update the Lake Auburn Watershed Overlay District Ordinance to reflect the revised watershed boundary, reducing the existing watershed boundary by 148 acres in the Gracelawn Road area.
- Incorporate low impact development requirements for single family residential development on the 1- and 3-acre lots allowed in the Lake Auburn watershed by way of referencing the Maine Stormwater Management Design Manual, Volume 2. The use of low impact development can help to limit the impacts of stormwater runoff and associated erosion and pollutants from sites. The standards as they apply to a water supply watershed are presented below:
 - » Disturbance on an individual lot must be less than 15,000 square feet (including building, driveway, walkways, lawn area, construction access, and grading).
 - » A minimum natural vegetated buffer must be maintained downgradient of all developed areas on the lot. This buffer shall be 50 feet wide if naturally forested or 75 feet wide if maintained as a natural meadow.
 - » No more than 7,500 square feet of impervious cover is located on the property.
 - » A minimum of 40 percent of the lot area must be maintained as an undisturbed natural area. If the existing land has been disturbed by prior activities, a natural vegetated buffer and/or undisturbed natural area may be proposed through restoration and revegetation.

Section 3, Analysis of Environmental Impacts

We found that Lake Auburn water quality in the last decade had reached a tipping point, whereby nuisance algae blooms were becoming more frequent and were threatening the filtration waiver. The partial alum treatment conducted in 2019 significantly reduced the

in-column total phosphorus concentration and locked in a portion of the sediment-bound phosphorus, effectively resetting the system and giving the water districts additional time to ramp up watershed protection and nutrient reduction efforts. We also found that projecting current status quo conditions into the future (i.e., the “Business As Usual” scenario) resulted in Lake Auburn once again reaching a tipping point by 2100, even with the assumption that the in-column total phosphorus concentration and sediment-bound phosphorus would be repeatedly reset by an alum treatment every 10 years (see discussion in Section 2 about this assumption for further context). Modeled predictions for the other future scenarios where the regulatory framework is adjusted to allow more development in the Auburn portion of the watershed results in greater water quality degradation and a higher risk of blooms, ultimately triggering the need for a filtration plant in the “Maximum Development Allowing Building on LAWPC Lands” scenario. The use of low impact development techniques has a small positive effect on water quality in these future scenarios but does not ameliorate the high risk of frequent algae blooms. Taken together, the future scenarios show that Auburn alone does not have the land use control tools to stave off water quality decline in Lake Auburn; sustained collaboration with the upper watershed municipalities is essential to achieve the needed phosphorus load reductions over the remainder of the 21st century.

Section 4, Analysis of Economic Impacts

We found that expanding development in the Lake Auburn watershed provided minimal overall net economic benefit when accounting for the benefits and costs of all affected stakeholders, including the City of Lewiston who would otherwise carry the additional costs of watershed protection and water treatment through the existing cost sharing agreement in order for the City of Auburn to benefit from increased property tax revenues. In other words, the increased net benefits to the City of Auburn would be mostly or entirely offset by increased net costs to AWD and LWD customers, resulting in negligible net economic benefit to the communities served by Lake Auburn. This reallocation of benefits and costs among all affected stakeholders for the future scenarios highlights important questions of equity and fairness, which were raised during the process of producing this report and conversing with key community representatives. We emphasize that the costs associated with addressing declining water quality are costs to all water users and

that the risk of incurred costs that are higher than our conservative estimates is very real.

Synthesis & Discussion

In summary, our analyses determined that Lake Auburn is nearing its assimilative capacity for nutrient load (even with the partial alum treatment) and cannot handle much more additional nutrient load without diminishing water quality and its associated benefits. We found no net environmental, economic, or social benefit supporting expansion of development in the Lake Auburn watershed. Instead, we recommend that low impact development strategies are incorporated into existing zoning standards and required for all future development and redevelopment projects in the Auburn portion of the watershed. We also recommend that the other four headwater towns of Turner, Minot, Hebron, and Buckfield also incorporate low impact development requirements on future development projects. Lake Auburn cannot maintain excellent water quality in the future without the full participation of

We found no net environmental, economic, or social benefit supporting expansion of development in the Lake Auburn watershed.

the other watershed towns. More development cannot be allowed in the Auburn portion of the watershed even with low impact development requirements implemented in Auburn. Even if reduced development through conservation or other means is achieved in the headwater towns, any additional development in Auburn has an outsized negative impact since its drainage area goes directly to the lake. It is also important to understand that a filtration plant does not allow for greater development of the watershed because the filtration plant only treats extracted drinking water for the consumer and does not treat in-lake water quality for recreation and for meeting State criteria for designated uses.

Below, we present further discussion on three important topics: regulation of septic systems, environmental risk and uncertainty, and comparable water utilities.

Regulation of septic systems: The regulatory and environmental analyses examined multiple issues surrounding septic systems and their contributions of phosphorus to Lake Auburn. At first glance, there may appear to be a contradiction between 1) the recommended ordinance revision from the regulatory analysis (Section 2) that the septic design standard should be revised in such a way that will allow previously non-buildable sites to become buildable and 2) the conclusion from the environmental analysis (Section 3) that Lake Auburn will arrive at a tipping point of declining water quality by 2100 even in the absence of any pro-development changes (i.e.,

the “Business As Usual” scenario). Indeed, our buildout analysis determined that more than 100 additional new homes could be built in the watershed if the septic system siting requirement for 36 inches of suitable in-situ soil were revised.

To address this apparent contradiction, we argue that the septic design standard should be judged not only by its adherence to the best available science but by its simplicity, straightforwardness, and fairness. The key questions are: does the existing septic design standard accomplish its stated purpose of regulating septic systems effectively for water quality protection, or is its water quality benefit primarily in its de facto restriction of buildable areas in the watershed? Are there improvements that could be made to achieve the stated goal? With our recommended revision, we aim to have the septic design standard achieve its stated purpose of effectively regulating both new septic system construction and replacement/reconstruction of existing septic systems as they age out, so that septic systems with alternative technologies and innovative phosphorus controls can be phased in. Restrictions on developable land are better left to base and resource protection zoning than to septic design standards.

The project team also noted in conversations with multiple Lake Auburn stakeholders a concern about an unintended consequence of the requirement in the current ordinance for 36 inches of suitable in-situ soil to site a septic system. The concern is that this requirement for deep, native soils has led to the preferential siting of some septic systems on deep formations of sand and gravel aquifer, which provide some of the only suitable sites in the watershed with the requisite depth to bedrock, water table, or other restrictive layer. While our team did not conduct any field assessments, witness this condition firsthand, or review any documentation of this condition, we agree with the premise that these sand and gravel formations should not be considered suitable sites for septic systems, at least without the importation of suitable reactive soils for nutrient and pathogen processing that the recommended ordinance revisions would allow. Adopting the Maine State standards while preserving the minimum 36-inch vertical separation would alleviate the potential for this unintended consequence.

Environmental risk and uncertainty: The risk of deteriorating water quality threatening Lake Auburn’s ability to remain a high quality public drinking water supply is a throughline of this entire study. In its simplest terms, risk is the probability of a negative outcome, though the severity of the negative outcome in question is usually included when evaluating that risk. A high risk of a minor inconvenience (e.g., the risk of getting caught in traffic if leaving downtown Boston by car at 5:00 PM on a business day) requires minimal forethought, while a low risk of major damage (e.g., the risk of a flood destroying private

or public infrastructure from a hurricane or Nor’easter) requires extensive planning and preparation. Uncertainty is the degree to which the risk cannot be quantified, due to a number of factors, such as insufficient data about existing conditions, insufficient predictive models for the future, and inherent randomness in nature. It is difficult but possible to predict with reasonably low uncertainty the risk of an outcome that has occurred before (e.g., an algae bloom in Lake Auburn). It gets much more difficult to predict the risk of a particular outcome (e.g., a filtration waiver violation in Lake Auburn) if that outcome has never occurred before, because the data and predictive models have not been tested against that outcome in the real world. In this situation, the uncertainty surrounding such an outcome remains relatively high even with excellent data and predictive models.

This study examined Lake Auburn’s risk of negative water quality outcomes now and in the future under various scenarios, though with considerable uncertainty due to a number of confounding or unknown factors. However, we can say with certainty that all additional development raises the risk of water quality degradation, whether due to phosphorus loading, pathogens from subsurface wastewater disposal, emerging contaminants such as pharmaceuticals and personal care products, etc. Even if the increased risk resulting from any individual parcel-scale decision is small, the aggregate impact of thousands of individual decisions over the coming decades is what matters.

From a risk management perspective, the entire spectrum of outcomes should at least be understood, including the least probable, most negative outcome (i.e., the worst-case scenario). The worst-case scenario would be that Lake Auburn’s water quality would deteriorate past the point of useful public drinking water supply. Phosphorus enrichment to the point of having uncontrolled algae blooms every year, with cyanobacteria and associated cyanotoxins, would be the most likely condition of such a worst-case scenario. If this unlikely but highly undesirable scenario were to occur, Auburn and Lewiston would be forced to consider other alternatives that previously would not have been seriously deliberated, such as drawing upon the Androscoggin River for drinking water. The cost of this worst-case scenario was not evaluated in our economic analysis because our environmental models do not predict conditions to deteriorate to that degree under the chosen scenarios. But in managing environmental risk, this unlikely but highly undesirable outcome should be included in the overall picture of Lake Auburn’s possible future.

Comparable water utilities: Comparison of Lake Auburn and LAWPC/AWD/LWD with other water sources and utilities is illustrative of their strengths, weaknesses, and projected future needs (Table 5-1). Lake Auburn’s key

Table 5-1. Lake Auburn and comparable water supply lakes and ponds in Maine.

Waterbody	Water Utility	Waterbody Surface Area (acres)	Watershed Area (acres)	Communities Served	Watershed Communities	Filtration Waiver?
Lake Auburn	Auburn Water District	2,277	9,651	Auburn, Lewiston, Poland	Auburn, Turner, Minot, Hebron, Buckfield	Yes
China Lake	Kennebec Water District	3,939	16,704	Waterville, Winslow, Fairfield, Benton, Vassalboro, Maine Water Company - Oakland	Vassalboro, China, Albion	No
Sebago Lake	Portland Water District	29,992	234,000	Portland, South Portland, Westbrook, Falmouth, Cumberland, Cape Elizabeth, Gorham, Windham, Scarborough, Raymond	24 municipalities (Androscoggin, Cumberland, Oxford counties)	Yes
Floods Pond	Bangor Water	635	4,600	Bangor, Eddington, Hampden, Hermon, Orrington, Clifton, Veazie, Hampden Water District	Otis, Clifton	Yes

comparables are China Lake, which supplies the Kennebec Water District (KWD) serving Waterville and surrounding communities; Sebago Lake, supplying the Portland Water District (PWD); and Floods Pond, used by Bangor Water, an independent water utility, to serve Bangor and surrounding communities.

China Lake is nearly double the size of Lake Auburn, with a 3,939-acre lake surface and a nearly 17,000-acre watershed, but the lake divides into two basins nearly equal in size, the west basin and the east basin. The KWD has a water supply in-take located in the west basin, where the shoreline is mostly under KWD control and managed as water supply protection land. The east basin is nearly all under private ownership and has much more shoreline development. The China Lake Outlet Stream, the only outlet of the entire lake, is in the west basin at the dam in Vassalboro. Considered by itself, the west basin is very similar to Lake Auburn in terms of shoreline and watershed management - mostly forested, under public water utility control, with universal restrictions on swimming and bodily contact but with limited recreational fishing allowed. Like Lake Auburn, China Lake serves one community within the lake watershed (Vassalboro) and several communities outside its watershed (Waterville, Winslow, Fairfield, Benton, and the Maine Water Company in Oakland), while the upper watershed towns of China and Albion do not use KWD water.

The key difference between China Lake and Lake Auburn is that China Lake has experienced algae blooms nearly every summer since the 1980s. Blooms were more severe through the 1980s and 1990s, and since the early 2000s, there have been some trends of improvement, including coldwater fish species survival. Since 1993, KWD has filtered the drinking water supply using a granular activated carbon filtration system capable of producing up to 12 MGD, though current demand stands at 3 MGD. The plant was constructed in the early 1990s for a cost of roughly

\$25 million. According to KWD Superintendent Roger Crouse, P.E., if water quality were to decline significantly from its current stable state, such as increased algae blooms and turbidity, KWD would have to change their operations to handle the lower quality in-take water (R. Crouse, pers. comm). The carbon filters would need to be backwashed more frequently, and the additional backwash water would need to be accommodated somehow in the existing lagoons or else the lagoons would need to be expanded at significant cost. The alum dose used to pretreat the water before filtration would also need to be raised. The key takeaway is that decreased in-take water quality at a filtration plant taxes the system, raises the volume of the waste stream, and adds significant cost and complexity to the treatment process, meaning that water supply managers cannot forgo water quality protection efforts simply because a filtration system is in place.

Sebago Lake is the public drinking water supply source used by the PWD to supply Portland, South Portland, Westbrook, and surrounding Greater Portland communities - roughly one sixth of Maine’s population. The lake is roughly 10 times the size of Lake Auburn, with a surface area of nearly 30,000 acres and a watershed area of 235,000 acres. Sebago is the deepest lake in New England at 316 feet at its deepest point. Like Lake Auburn, Sebago Lake qualifies for a filtration waiver owing to a history of excellent water quality. The existing disinfection plant has a production capacity of 54 MGD and currently experiences a demand of 22 MGD. With such a large water supply lake, the capacity of the plant will be exceeded long before any concern of safe yield from the lake arises.

Land use in the Sebago Lake watershed is largely composed of private forestlands. The PWD owns 2,500 acres (or about 1% of the watershed), with 800 acres of mostly shoreland designated as ‘No Trespassing’ and 1,700 acres of land designated as free for public access for many forms of recreation. Another 28,000 acres are owned or

managed by land trusts. The water supply in-take is at the far southern extent of the lake in the Lower Bay. A 3,000-foot 'No Trespassing' zone surrounds the in-take, and no bodily contact is allowed within two miles of the in-take. Boating, fishing, snowmobiling, and ice fishing are allowed within the 2-mile limit but not within the 3,000-foot limit. Overall, the restricted area is very similar in size and structure to that of Lake Auburn (with the exception that the on-ice activities are not allowed on Lake Auburn). Taking Sebago Lake as a whole, however, the major difference with Lake Auburn is that Sebago's Lower Bay comprises a small fraction of the overall lake, the rest of which has no special swimming or boating restrictions for water supply.

Sebago Lake and its watershed are located many miles away from the service areas of the PWD. This geographical separation means that the communities served by PWD have no ability to enact land use controls on the lakeshore or in the watershed, unlike the situation in Lake Auburn where the City of Auburn can use its zoning ordinances to enact protections for the shorefront and watershed. It is likely that this lack of control over Sebago Lake's upper watershed has spurred the PWD to focus on cooperation with land trusts and private forestland owners to conserve tracts of land. As an example, PWD Environmental Services Manager Paul Hunt told the project team that the PWD is part of a partnership, Sebago Clean Waters, that seeks to raise the total amount of land conserved (and managed at least partly for water supply protection) from the current 12% of the watershed to 25% in the next 15 years (P. Hunt, pers. comm).

Floods Pond in Otis, Maine has been the public water supply source for Bangor Water, the independent water district that serves Bangor and surrounding communities since 1959. At 635 acres of surface area, surrounded by a 4,600-acre watershed in Otis and neighboring Clifton, Floods Pond is less than half the size of Lake Auburn. Maximum depth is similar at 133 feet. Like Lake Auburn, Floods Pond also qualifies for a filtration waiver owing to its historically excellent water quality.

Land use in the Floods Pond watershed is largely controlled by Bangor Water, which owns or holds landowner agreements to manage 4,500 acres or more than 99% of the watershed land area. There is no public access to

Floods Pond, which is home to a native population of Arctic char (*Salvelinus alpinus*), a coldwater fish species closely related to both salmon and lake trout that has been used by the Maine Department of Inland Fisheries and Wildlife to establish coldwater fish populations in other Maine lakes. Fishing, boating, and swimming are prohibited, as are hiking, wildlife viewing, and hunting in posted areas that include the entire shoreline.

The geography of Floods Pond as a water supply resembles China Lake more than Lake Auburn. The vast majority of Bangor Water customers are in downstream communities (Bangor, Eddington, Hampden, Hermon, and Orrington), while the protected shoreline and water-

shed areas are in upstream communities that do not use the water. (A small portion of Clifton is served by Bangor Water.) Bangor Water controls nearly all the Floods Pond watershed in Otis and Clifton, 4,500 acres total and more than LAWPC controls in the Lake Auburn watershed. Recreational activities are also much more restricted at Floods Pond than at Lake Auburn. Floods Pond provides a useful comparison point at the more restrictive end of the spectrum that puts the lost tax revenues and recreational opportunities at Lake Auburn in perspective.

To summarize, these comparisons with other water supply lakes demonstrate that the protections surrounding Lake Auburn do not exceed those of China Lake, Sebago Lake, or Floods Pond. The restrictions on recreational opportunities at Lake Auburn are similar to those at other drinking water supplies, including filtered and unfiltered water sources. Similarly, land use restrictions within the Lake Auburn

watershed are far from the most prohibitive among the examples discussed, with only 20% of the watershed held or managed as water supply land compared to 99% of the Floods Pond watershed. In all the examples considered, the authorities in charge of water supply protection emphasize the need to maintain shoreline control as much as possible, to conserve key water supply lands, and to tightly regulate recreation, regardless of current water quality.

In all the examples considered, the authorities in charge of water supply protection emphasize the need to maintain shoreline control as much as possible, to conserve key water supply lands, and to tightly regulate recreation, regardless of current water quality.

Holistic Recommendations

1. We recommend that the City of Auburn not seek to ease the current resource protection zoning or

consider rezoning portions of the watershed for increased density (e.g., village node-style development). Increased density and new opportunities for residential development are better suited to other areas of Auburn outside of the Lake Auburn watershed, preferably areas already served by sanitary sewer (for the benefit of nearby water resources such as the Androscoggin River). This recommendation is based on two key findings of this study that are fully elaborated in Section 3:

- Lake Auburn and its watershed are already at or near the key environmental thresholds of 10 parts per billion annual average total phosphorus and 75% forested watershed land cover; and
 - The future scenario models showed that easing restrictions on further development in the Lake Auburn watershed would set the lake on a path toward deteriorating water quality, regardless of the beneficial effects of requiring low impact development techniques and without obvious management strategies to combat further declines in water quality.
2. We recommend that the Planning Board and City Council take up our recommended ordinance revisions and, if acceptable in their current form, adopt them. If not acceptable in their current form, the recommended revisions should be reworked and made more practicable but not watered down or fundamentally changed in their intent or effect. These recommended changes represent a move toward simpler, more transparent, more evenly applied regulations that are based on the best available science. These recommended revisions are fully elaborated in Section 2 and in a separate document to the City.
 3. We recommend that the City of Auburn share the findings of Section 4, Analysis of Economic Impacts, with all partners and stakeholders so that the accounting of aggregate economic impacts of the existing conditions and various future scenarios are used as the basis for an open, transparent, and thoughtful public discussion of the fairness, equity, and sustainability of the current cost sharing and benefit allocations, as well as practical ways forward. This recommendation is based on the key finding that any net benefits to the City or Auburn residents and taxpayers from expanded residential development in the Lake Auburn watershed would be counterbalanced by additional costs to Lewiston and its residents and taxpayers, in the form of increased costs associated with mitigating declining water quality and decreased benefits from recreation. These findings are fully elaborated by Section 4 of this report. As a next step in this planning process, we recommend that a scenario be modeled and run through a benefit cost analysis that meets the target water quality goal for Lake Auburn, which was not possible in the future scenarios modeled in this study when considering Auburn-only changes to regulations and management approaches. Developing a scenario that meets the water quality goal may require several iterations. The scenario should likely expand the existing Lake Auburn Watershed Overlay District to the upper watershed towns, require implementation of low impact development techniques on new development watershed-wide, and account for septic design standard changes.
 4. We recommend that the City of Auburn, City of Lewiston LWD, AWD, and LAWPC fully support collaborative work with local governments, land trusts, private landowners, and other potential partners in the upper Lake Auburn watershed (Turner, Minot, Hebron, and Buckfield) to control development and limit phosphorus loading. Historically, LAWPC has been an active player in fostering collaborative action between the local governments, with representation from the upper watershed towns. This recommendation is based on the key finding from this study that Auburn alone cannot accomplish sufficient phosphorus load reductions to prevent deteriorating water quality in Lake Auburn, but will require active participation from the upper watershed towns. This finding is fully elaborated in Section 3.
 5. We recommend completing a comprehensive review and gap analysis of current water quality monitoring efforts carried out by both AWD and Bates College in the Lake Auburn watershed. Identify gaps based on weaknesses and assumptions for the model. From the review and gap analysis, devise a robust long-term water quality monitoring plan and annual cost estimate for Lake Auburn. We also recommend that 1) the AWD hire a full-time, dedicated data management technician for improved management, access, and analysis of collected water quality data; 2) the AWD and LWD continue collaboration with Bates College on student-assisted monitoring; and 3) LAWPC consider creating a technical science advisory board to establish or maintain key local, State, and regional partnerships that can help to provide regular review and guidance on water quality issues.
 6. Given its high probability of causing a filtration waiver violation, a swimming area will likely not be feasible for Lake Auburn at any time unless State and federal authorities sign off. If a swimming area were to be re-instituted at Lake Auburn, we provide many actions that would need to take place to ensure that the area does not contribute to water quality degradation. Refer to Swimming in Section 3.

7. Allowance of only small watercraft restricted to areas away from the in-take should continue, and improved stabilization techniques at vehicle and pedestrian access points along the lake shoreline should be implemented, along with clear and effective barriers to foot and vehicle access.
8. We recommend that the LAWPC coordinate with local youth conservation groups or AmeriCorps to perform annual maintenance of trails and install best practices that limit erosion of trails, especially those sections nearest the lake. In addition, surveying how much horse manure may be found on the trails to inform a reconsideration of horseback riding near the lake is recommended, as manure can be a significant nutrient source in sufficient quantities. Finally, it is recommended that the City acquire permanent recreational trail easements to LAWPC properties with trails for guaranteed public access in the future.
9. We recommend developing a comprehensive natural resource management plan for LAWPC lands

that focuses firstly on drinking water protection and secondly on wildlife habitat protection if in the interest of public water supply protection, with multiple management options offered. We also recommend developing natural resource inventories for all LAWPC lands to map critical streams (perennial and intermittent), wetlands, vernal pools, cover types, rare, threatened, and endangered species present, etc. to include in individual natural resource management plans that set management objectives and methods to achieve water resource and wildlife habitat protection for each LAWPC parcel. If timber harvesting continues in the Lake Auburn watershed on LAWPC or private lands, then we recommend a series of actions to minimize forestry impacts to water quality. Refer to Forest Management in Section 3.

10. We recommend that LAWPC work with local conservation groups and land trusts to purchase land in the watershed outside of Auburn. We also recommend that LAWPC consider putting all their properties into permanent conservation. These properties are currently protected under the LAWPC by-laws but provide no higher-level legal protection from future development if said by-laws were to be revoked.



Photo Credit: Sun Journal

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City of Auburn, Maine

Office of Planning & Permitting

Eric Cousens, Director

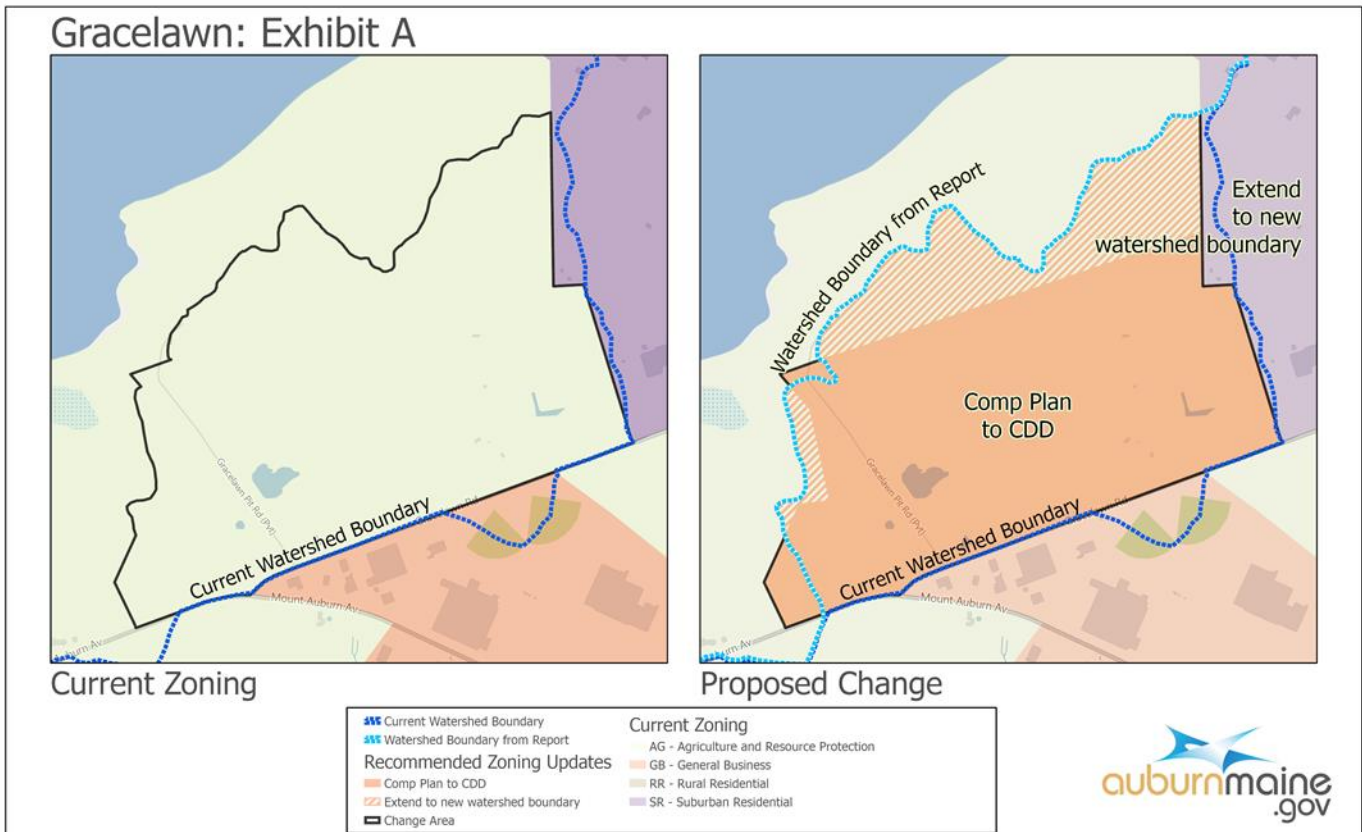
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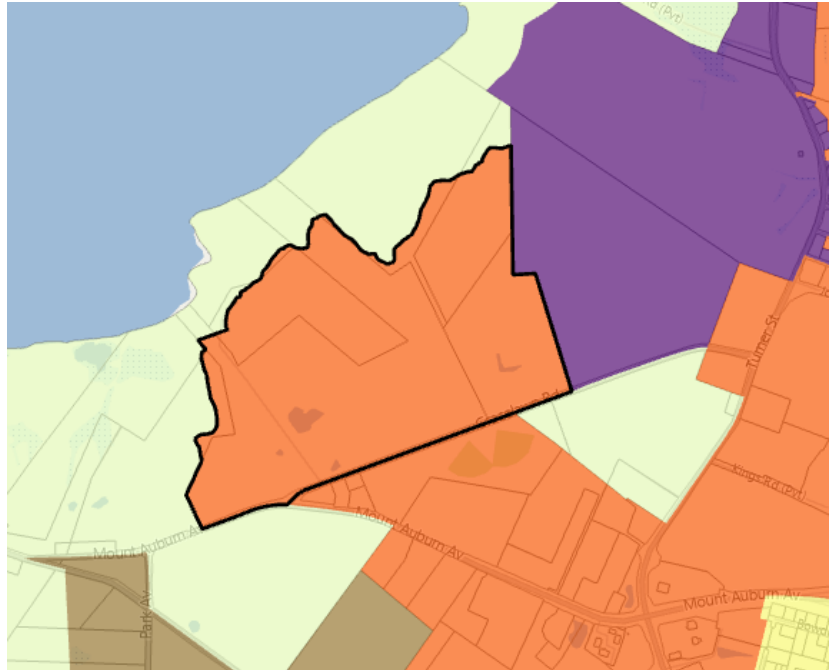
To: Auburn Planning Board
From: Eric J. Cousens, Director
Re: Gracelawn Area Zoning change AGRP to GB and Watershed District Zoning Boundary amendment from the 2021 Updated Comprehensive Plan

Date: February 8, 2022

PROPOSAL: Gracelawn area: The Comprehensive Plan recommends adjusting the zoning boundary to allow for reuse of the Gracelawn Gravel Pits for development where they no longer drain to Lake Auburn and shows about 111 acres proposed for the change. The Lake Auburn Study analyzed this further and recommends removing 148 acres from the Watershed based on topography and ground water data. Approximately 37 acres are not shown as Commercial Development District (CDD) in approved FLU mapping because the approximate boundaries for the conceptual change were conservative and were developed before the Lake Auburn Study was completed. We knew a majority of the land was not draining to the lake but the study identified a larger area draining away from the lake and the council approved utilizing the Auburn Lake Watershed Study as part of the Comprehensive Plan Updates. In that study they suggested moving the watershed boundary to match the actual drainage area boundary. From that, we are suggesting moving the proposed CDD boundary out to match the new watershed boundary for a total of 148 +/- acres. (See Below Exhibit A.)



Our Comprehensive plan uses some different nomenclature than our existing ordinance for different district names. One goal of the plan updates is to reduce the number of zoning districts by combining similar districts over time. Staff contemplated creating a new district titled CDD as part of this change but instead we recommend moving the existing boundary of the General Business District to include the referenced 148 acres shown on the map. The excerpt below from the Comprehensive Plan provides a description of the CDD. This will make the boundary adjustment to the localized area and leave the combining of the GB and GBII districts for a future discussion without creating and additional zoning District in the interim. As you can see the CDD text recommendations will eventually combine the two districts and will require notification to the entirety of the GB and GBII zoning districts and a public hearing to discuss that as a future separate item.



COMMERCIAL DEVELOPMENT DISTRICT (CDD)(Excerpt from Comprehensive Plan)

Objective – Allow for the development of a wide range of uses including those that involve the sales of motor vehicles and/or that generate significant truck traffic. The district will allow for both existing and new residential use at a density of up to 16 units per acre.

Allowed Uses – The Commercial Development District generally follows the boundaries of the General Business and General Business II (Minot Avenue) Zoning Districts, in effect at the time of the 2021 Comprehensive Plan update. The following general types of uses should be allowed in the General Business Development District:

- *Low and High Residential Density Uses*
- *Retail uses including large-scale uses (>100,000 square feet)*
- *Personal and business services*
- *Business and professional offices*
- *Medical facilities and clinics*
- *Restaurants*
- *Hotel, motels, inns, and bed & breakfast establishments*
- *Low and High-Density Residential Uses*
- *Community services and government uses*
- *Research, light manufacturing, assembly, and wholesale uses*
- *Truck terminals and distribution uses*
- *Contractors and similar activities*
- *Motor vehicle and equipment sales*
- *Motor vehicle service and repair*
- *Recreational and entertainment uses and facilities*

Development Standards – The City’s development standards for the Commercial Development District should provide property owners and developers flexibility in the use and development of the property. The standards should include provisions to manage the amount and location of vehicular access to the site, minimize stormwater runoff and other potential environmental impacts, require a landscaped buffer along the boundary between the lot and the street, and provide for the buffering of adjacent residential districts.

The current proposal also includes an adjustment of the Lake Auburn Watershed District Zoning Overlay to match what science has shown us to be the actual drainage boundary to the physical Lake Auburn Watershed. The revised boundary is shown as a blue line in the map on the previous page titled Proposed Change. A copy of the Lake Auburn watershed Study Pages recommending this change is attached. The Lake Auburn Watershed Boundary is defined in our ordinance as follows:

Sec. 60-951. Boundaries and definitions.

The Lake Auburn Watershed District is that section of the city in which surface and subsurface waters ultimately flow or drain into Lake Auburn as such section is delineated on a watershed map and survey by the city water district on file in the office of the city water district, the city department of planning and permitting services and the city clerk. The Lake Auburn Watershed District shall be superimposed over underlying districts within such section. Permitted uses in the underlying districts shall continue subject to compliance with the provisions of the Lake Auburn Watershed District.

The district, by definition, should match the actual drainage boundaries and we now have information that confirms that the existing Watershed District Map includes land that does not drain to the Lake.

PLANNING BOARD ACTION/STAFF SUGGESTIONS: Staff suggests a planning board discuss the proposals and hold a Public Hearing on February 8, 2022. Staff then recommends that the Board forward a positive recommendation to the Council supporting the proposed changes, 1: That the Lake Auburn Watershed Overlay Zoning Boundary be adjusted as shown in the Lake Auburn Watershed Study (and on the attached Map); and 2 that the General Business Boundary be adjusted to include the 148 acres shown on the map based on the following findings.

SUGGESTED FINDINGS AND REASONS:

1. The 2010 and now the 2020 Comprehensive Plan recommend expanding the Commercial zoning in this area to include the area proposed on the map with a minor difference to follow existing property boundaries. This can be accomplished without creating a new district by using the existing General Business Zone.
2. The two small areas inside the watershed will be required to drain internally (out of the watershed) or meet phosphorus control standards.
3. The current Boundary of the Lake Auburn Watershed District Overlay Zoning Boundary has been shown to be different than the actual drainage boundary based on the Lake Auburn Watershed Study’s analysis of topography and groundwater movement in the area and should be adjusted as proposed to match the physical drainage boundaries of the watershed.
4. The proposal can be implemented without detriment to Lake Auburn and is recommended by the Comprehensive Plan.



City Council Ordinance

IN CITY COUNCIL

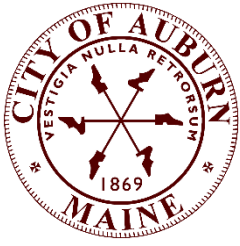
Amending the Zoning Map and Adjusting Article XII, Division 4, Sec. 60-951 Lake Auburn Watershed Overlay District Map

Be it ordained, that the City Council approve the amendment to the Zoning Map of 148 acres of Agriculture and Resource Protection (AG) to General Business (Parcel ID 289-001 and 289-002) of the Zoning Map and adjust the Article XII, Division 4, Sec. 60-951 Lake Auburn Watershed Overlay District map as proposed in the 2021 FB Environmental Report known as Lake Auburn- A Regulatory, Environmental, and Economic Analysis of Water Supply Protection.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Ordinance: 09-03072022

Author: Eric J. Cousens, Director Planning & Permitting

Subject: Washington Street Gateway Area: 240 +/- acres from General Business to Formed Based Code Downtown Traditional Center; T-5.1. and approximately 9.63 acres of Industrial Land to Downtown Traditional Center; T-5.1 for the inclusion of the specific lot PID 199-052.

Information: See attached Staff Report for details. Staff suggests that the Council discuss the proposals and hold a Public Hearing. The Planning Board forwarded a positive recommendation to the Council supporting the proposed changes at the February 8, 2022 Meeting, The recommendation included that the proposed boundary be adjusted from General Business to Downtown Traditional Center; T-5.1. The total amendment includes 240 +/- acres shown on the map (exhibit B in attached staff report) based on the following findings:

1. The 2021 Comprehensive Plan recommends expanding the Formed Base Code zoning in this area to include the area proposed on the map. This can be accomplished without creating a new district by using the existing T-5.1.
2. The area has available infrastructure in place. (Sewer, water, power, high speed internet, gas & roads).
3. The proposal can be implemented without detriment to city resources.
4. The 2010 and now 2020 Comprehensive Plan recommends this area as the gateway to the City of Auburn with a proposed revitalization of a welcoming, pedestrian friendly, business friendly and mixed-use area.

City Budgetary Impacts: None Currently, potential increased investment and tax revenues over time.

Staff Recommended Action: Hold Public Hearing and approve first reading.

Previous Meetings and History: December 6, 2021 Comprehensive Plan adoption and January 3, 2022 workshop.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Staff Report and Planning Board recommendation.



City of Auburn, Maine

Planning Board

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

To: Auburn Mayor and City Council

From: Auburn Planning Board

Re: Findings and Reasons for the recommendation to the Council on a Proposed Amendment to the Washington Street Gateway Area: 240 +/- acres from General Business to Formed Based Code Downtown Traditional Center; T-5.1. and approximately 9.63 acres of Industrial Land to Downtown Traditional Center; T-5.1 for the inclusion of the specific lot PID 199-052.

Date: February 8, 2022 Planning Board Meeting Recommendation to City Council

The Planning board discussed the proposal and held a Public Hearing on February 8, 2022. The Planning Board voted unanimously to forward a positive recommendation to the Council supporting the proposed changes, That the proposed boundary be adjusted from General Business to Downtown Traditional Center; T-5.1. The total amendment includes 240 +/- acres shown on the attached map (exhibit B) based on the following findings.

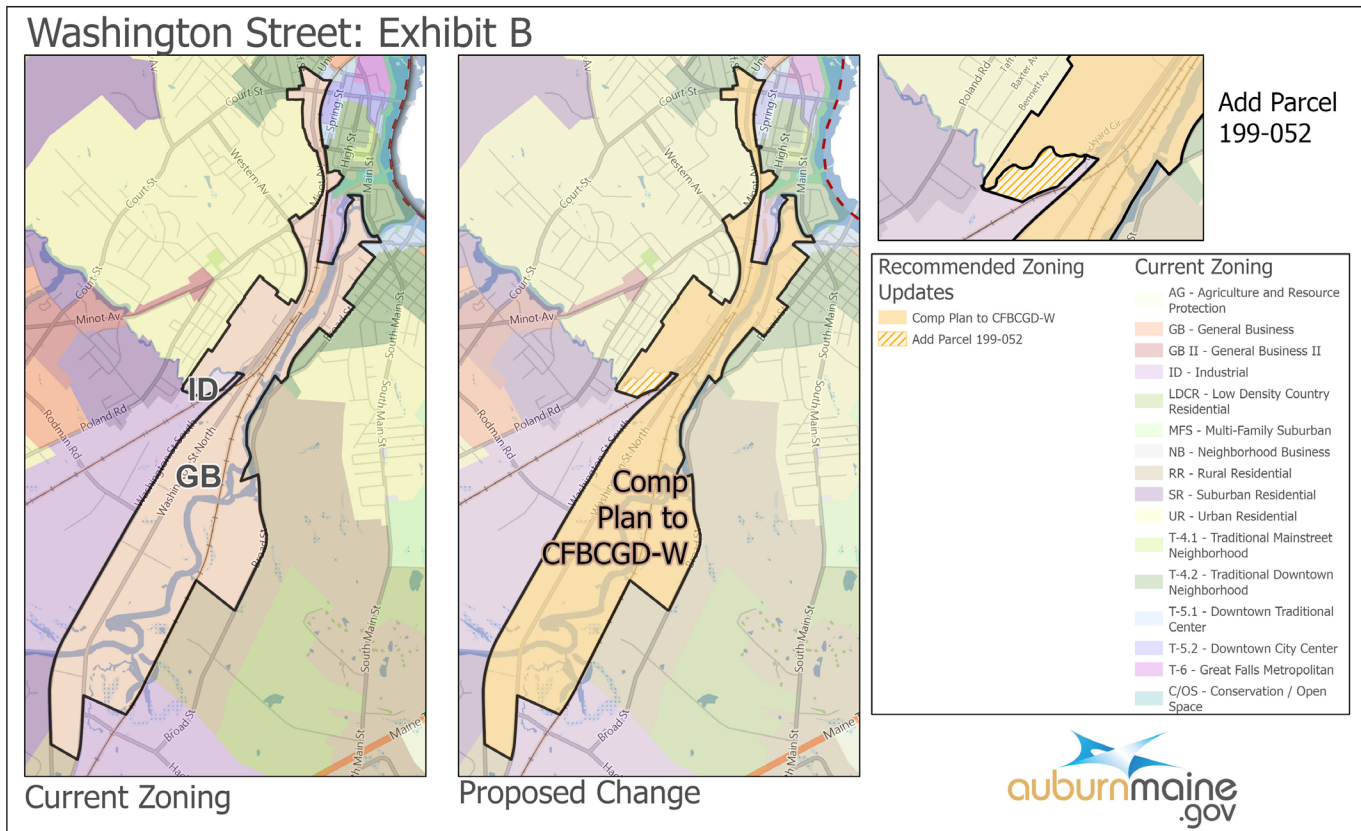
FINDINGS AND REASONS:

1. The 2021 Comprehensive Plan recommend expanding the Formed Base Code zoning in this area to include the area proposed on the map. This can be accomplished without creating a new district by using the existing T-5.1.
2. The area has available infrastructure in place. (Sewer, water, power, high speed internet, gas & roads).
3. The proposal can be implemented without detriment to city resources.
4. The 2021 Comprehensive Plan recommends this area as the gateway to the City of Auburn with a proposed revitalization of a welcoming, pedestrian friendly, business friendly and mixed-use area.

To: Auburn Planning Board
 From: John Blais, Deputy Director
 Re: Public hearing Washington Street area zoning considerations from 2021 Updated Comprehensive Plan

Date: February 8, 2022

PROPOSAL: Washington Street Area; 240 +/- acres from General Business to Formed Based Code Downtown Traditional Center; T-5.1. Approximately 9.63 acres were not included in the FLU mapping. But approved in the order by the council for the approval of the specific lot PID 199-052. (See below Exhibit B.)



COMMERCIAL FORM-BASED CODE GATEWAY DEVELOPMENT DISTRICT (WASHINGTON STREET) (CFBCGD-W)T-5.1.

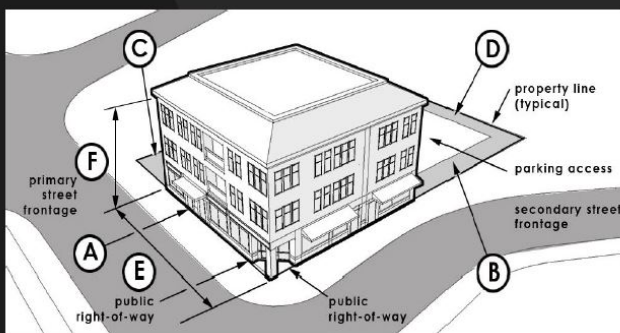
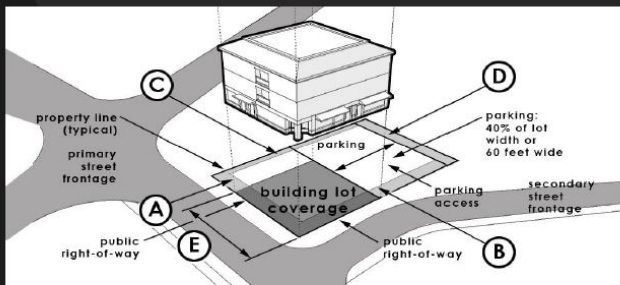
Objective – Without creating a new district staff proposes to use **Formed Based Code Downtown Traditional Center; T-5.1**, to allow for mixed use development while protecting and providing transitions to the abutting residential neighborhoods. Within this area attractive road fronts should be established that enhance a complete street city gateway and provide the essence of a welcoming, vibrant community, with neighborhood and community retail, business and service establishments that are oriented to and built close to the street. The zone is appropriate in areas where a more compact urban development pattern exists or where a neighborhood-compatible commercial district is established which exhibits a pedestrian scale and

character. The CFBCGD-W should enhance development and design standards to allow this area to evolve into an attractive gateway into the city. Specifically, a portion of this designation pushes a transformation of Washington Street South/Routes 4 and 100 to a two-lane high-speed connector while Washington Street North Routes 4 and 100 becomes a local connector with future Form Based Code Commercial Development. Residential uses should be allowed at a density of up to 16 units per acre provided they are accessory to commercial uses.

Allowed Uses – The Commercial Form-Based Code Gateway Development District – W generally follows the boundaries of the existing General Business areas along Washington Street, in effect at the time of the 2021 Comprehensive Plan update. The Commercial Form-Based Code Gateway Development District – W should allow for medium-scale, multi dwelling development with up to three stories (plus attic space), with multiple commercial uses allowed that mirror existing form based code within the city to include, but not be limited to general offices, government uses, lab and research facilities, low impact industrial, studios, parks and open spaces, veterinary services, medical and dental clinics, general retail, restaurants, schools, churches, convenience stores with gas stations, specialty shops, auto service stations, care facilities, lodging, clinics and hotels.

Development Standards – New development, redevelopment and substantial expansions should be subject to an enhanced set of development and design standards to assure that this area evolves as an attractive gateway. These standards should maintain appropriate setbacks for new development, encouraging shallow or no front setbacks, screen parking areas from Washington Street and provide incentives for the use of shared driveways and curb-cuts. Provisions for on street parking should be encouraged. All uses in this district should be located, sited, and landscaped in such as manner as to preserve open space, control vehicle access and traffic and provide adequate buffering and natural screening from Washington Street. This designation is intended for areas near, in, along neighborhood corridors and for transit-supportive densities.

Examples of Downtown Traditional Center T-5.1



PRINCIPAL BUILDING PLACEMENT:

Front Setback, Principal:	0 ft. Min., 10 ft. Max.	(A)
(Corner Lot) Front Setback, Secondary:	0 ft. Min., 10 ft. Max.	(B)
Side Setback:	0*—5 ft. Min.	(C)
	*Subject to Building Permit Approval	
Rear Setback:	10 ft. Min.	(D)
Building Lot Coverage:	75% Max.	
Useable Open Space:	5% Min.	
Frontage Build-Out:	75% Min. along Front Setback, Primary	
Lot Width:	24 ft. Min, 160 ft. Max.	
PRINCIPAL BUILDING CONFIGURATION:		
Building Width:	14 ft. Min., 150 ft. Max.	(E)
Building Height Minimum:	2 Story Min. (F)	
Building Height Maximum:	4 Story Max. (excluding attic story)	(F)

- I. PLANNING BOARD ACTION/STAFF SUGGESTIONS:** Staff suggests a planning board discuss the proposals and hold a Public Hearing on February 8, 2022. Staff then recommends that the Board forward a positive recommendation to the Council supporting the proposed changes, That the proposed boundary be adjusted from General Business to Downtown Traditional Center; T-5.1.

The total amendment includes 240 +/- acres shown on the map (exhibit B) based on the following findings.

SUGGESTED FINDINGS AND REASONS:

1. The 2010 and now 2021 Comprehensive Plan recommend expanding the Formed Base Code zoning in this area to include the area proposed on the map. This can be accomplished without creating a new district by using the existing T-5.1.
2. The area has available infrastructure in place. (Sewer, water, power, high speed internet, gas & roads).
3. The proposal can be implemented without detriment to city resources.
4. The 2010 and now 2020 Comprehensive Plan recommends this area as the gateway to the City of Auburn with a proposed revitalization of a welcoming, pedestrian friendly, business friendly and mixed-use area.

- II.** *Suggested Motion:* I make a motion to recommendation to City Council to amend the proposed boundary be adjusted from General Business to Downtown Traditional Center; T-5.1 the total amendment includes 240 +/- acres shown on the map as Exhibit B.



City Council Ordinance

IN CITY COUNCIL

Amending the Zoning Map (Washington Street/Minot Avenue area) from Industrial to Formed Based Code Downtown Traditional Center T-5.1.

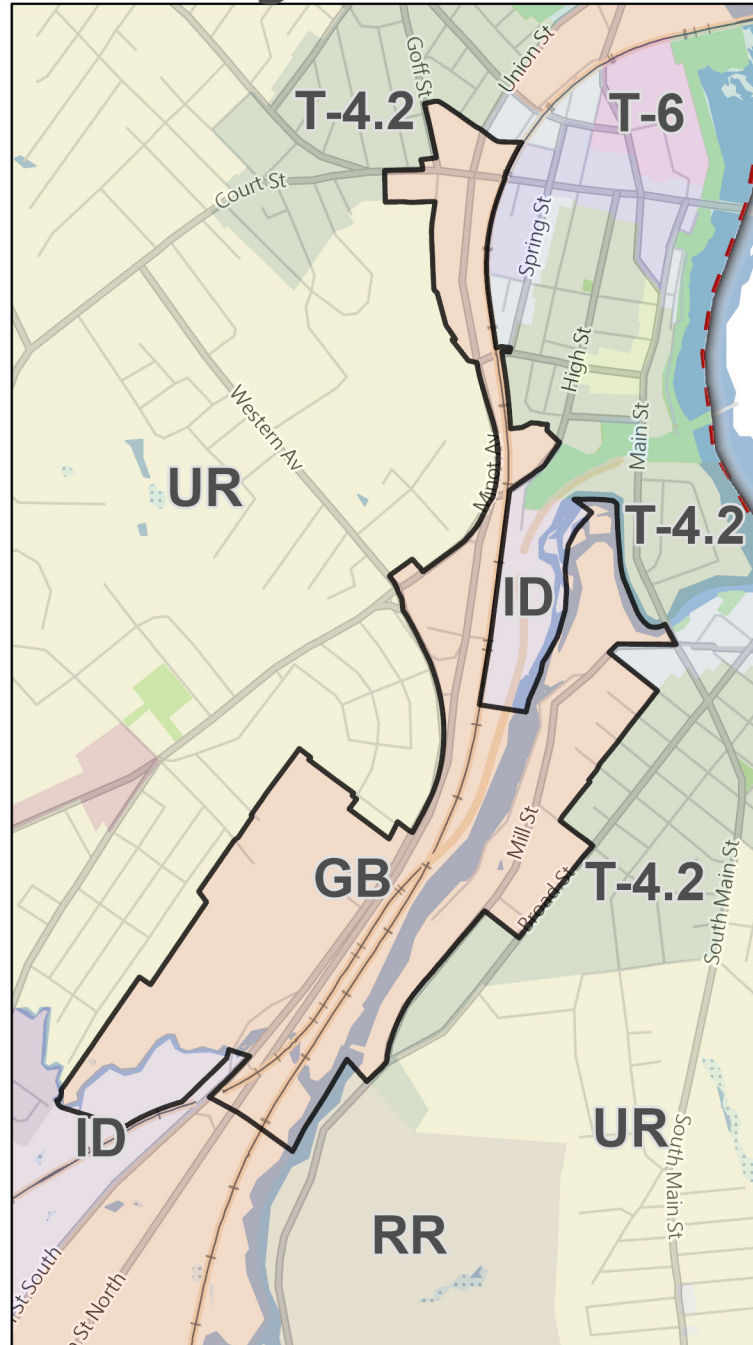
Be it ordained, that the Auburn City Council approve an amendment to the Zoning Map to include the areas along Washington Street and Minot Avenue totaling approximately 240 +/- acres to be changed from General Business to Formed Based Code Downtown Traditional Center T-5.1. and including approximately 9.63 acres (PID 199-052) from Industrial to Formed Based Code Downtown Traditional Center T-5.1 as shown on the attached Exhibit B Map.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager

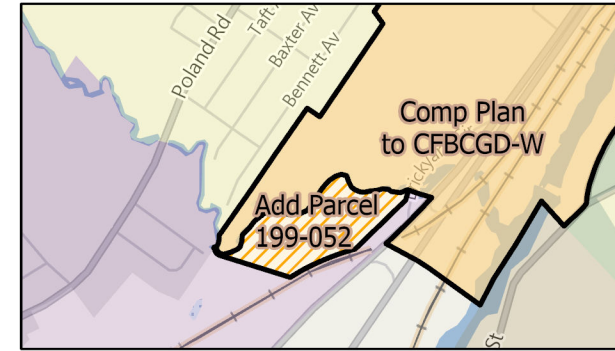
Washington Street: Exhibit B



Current Zoning



Proposed Change



Add Parcel
199-052

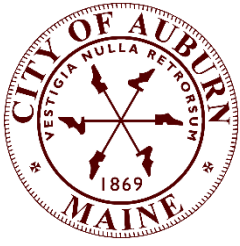
Recommended Zoning Updates

- Comp Plan to CFBCGD-W
- Add Parcel 199-052

Current Zoning

- GB - General Business
- GB II - General Business II
- ID - Industrial
- NB - Neighborhood Business
- RR - Rural Residential
- SR - Suburban Residential
- UR - Urban Residential
- T-4.1 - Traditional Mainstreet Neighborhood
- T-4.2 - Traditional Downtown Neighborhood
- T-5.1 - Downtown Traditional Center
- T-5.2 - Downtown City Center
- T-6 - Great Falls Metropolitan
- C/OS - Conservation / Open Space





**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Ordinance: 10-03072022

Author: Eric Cousens, Director Planning & Permitting

Subject: Update to Phosphorus Ordinance Sec. 60-1070 Submission Requirements

Information: This change addresses utilization of the most current design standards set forth by Maine Department of Environmental Protection to treat phosphorus export for a project or projects over 575 square feet of ground floor area within the Taylor Pond and Lake Auburn watershed. The technical guide for design standards of Phosphorus Control Best Management Practices will be updated from the May 1990 to the March 2016 version.

All projects subject to review under the provisions of this division shall submit a phosphorus control plan and maintenance provisions meeting the standards set forth in design criteria of the Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual Volume II, March 2016. Link Below:

<https://www.maine.gov/dep/land/stormwater/stormwaterbmeps/vol2/volume%20II%20March%202016.pdf>

These changes allow for implementation and design of low impact development (LID) techniques that allow for more flexibility and greater water quality protection in the two watersheds.

City Budgetary Impacts: None Currently

Staff Recommended Action: Hold Public Hearing and vote to approve first reading.

Previous Meetings and History: None

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Ordinance.



City of Auburn, Maine

Planning Board

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

To: Auburn Mayor and City Council

From: Auburn Planning Board

Re: Findings and Reasons for the recommendation to the Council on a Proposed Amendment to Update Phosphorus Ordinance Sec. 60-1070 Submission Requirements

Date: February 8, 2022 Planning Board Meeting

The Planning Board forwarded a positive recommendation to the Council on this proposal at the February 8, 2022 Planning Board meeting.

The Board recommended that the Council amend Chapter 60, Article XII, Division 2, Section 60-1070 of the Auburn Code of Ordinance to update to require that all projects subject to review under the provisions of this division shall submit a phosphorus control plan and maintenance provisions meeting the standards set forth in the design criteria of the Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual Volume II, March 2016 as shown in the attached text.



City of Auburn, Maine

Office of Planning & Permitting

Eric Cousens, Director

60 Court Street | Auburn, Maine 04210

www.auburnmaine.gov | 207.333.6601

To: Auburn Planning Board

From: John Blais, Deputy Director

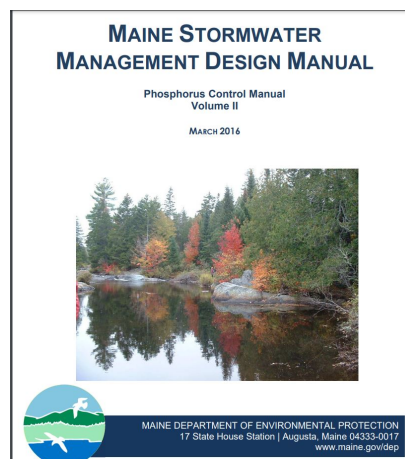
Re: Public Hearing proposed Update to DIVISION 2. PHOSPHORUS CONTROL, Section 60-1070 – Submission Requirements

Date: February 8th, 2022

PROPOSAL: This update addresses utilization of the most current design standards set forth by Maine Department of Environmental Protection to treat phosphorus export for a project or projects over 575 square feet of ground floor area within the Taylor Pond and Lake Auburn watershed. The technical guide for design standards of Phosphorus Control Best Management Practices will be updated from the May 1990 to the March 2016 version.

Proposed Text: All projects subject to review under the provisions of this division shall submit a phosphorus control plan and maintenance provisions meeting the standards set forth in design criteria of the Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual Volume II, March 2016.

These changes allow for implementation and design of low impact development (LID) techniques that allow for more flexibility and greater water quality protection in the two watersheds.



- I. **PLANNING BOARD ACTION/STAFF SUGGESTIONS:** Staff suggests a planning board discuss the proposals and hold a Public Hearing on February 8, 2022. Staff then recommends that the Board forward a positive recommendation to the Council supporting the proposed changes.
- II. *Suggested Motion:* I make a motion to recommendation to City Council to amend Chapter 60, Article XII, Division 2, Section 60-1070 of the Auburn Code of Ordinance to update, all projects subject to review under the provisions of this division shall submit a phosphorus control plan and maintenance provisions meeting the standards set forth in the design criteria of the Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual Volume II, March 2016.



City Council Ordinance

IN CITY COUNCIL

Amending Chapter 60, Article XII, Division 2, Section 60-1070

Be it ordained, that the Auburn City Council amend Chapter 60, Article XII, Division 2, Section 60-1070 of the Auburn Code of Ordinance to update to require that all projects subject to review under the provisions of this division shall submit a phosphorus control plan and maintenance provisions meeting the standards set forth in the design criteria of the Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual Volume II, March 2016 as shown in the attached text.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

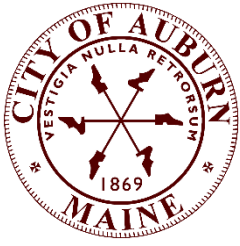
Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager

Sec. 60-1070. Submission requirements.

All projects subject to review under the provisions of this division shall submit a phosphorus control plan and maintenance provisions meeting the standards set forth in ~~the manual Phosphorus Control and Lake Watersheds A Technical Guide to Evaluating New Development design criteria of the Maine Department of Environmental Protection, Maine Stormwater Management Design Manual, Phosphorus Control Manual Volume II, March 2016. (Maine DEP et al., September 1989, with the Simple Review Method revised in May 1990).~~

- (1) *Plan submission.* Plans shall be submitted and processed in accordance with article XVI of this chapter. In addition to the requirements for submission under this article, the following instructions shall be provided:
 - a. A long-term maintenance plan for all phosphorus control measures including provisions for inspection and repair, designation of responsible parties, contractual obligations and proposed deed restrictions.
 - b. Hydrologic soil class of all areas to be cleared or where clearing will be permitted, with the area indicated in square feet of each lot using the appropriate method as described in the phosphorus control manual.
 - c. All calculations and worksheets in the format of those contained in the phosphorus control manual and detailed construction specifications and diagrams for all control measures.
 - d. A comprehensive erosion and sedimentation control plan, designed in accordance with the Maine Erosion and Sediment Control Handbook for Construction: Best Management Practices, March 1991, and all building and environmental protection requirements of this Code.
- (2) *Review method.*
 - a. All projects shall use the standard review method and shall conform to the Phosphorus Allocation standard set forth in this division including the following: Expansions of four lot subdivisions which were previously approved using the simple review method.
 - b. Projects meeting the following criteria may employ the simple review method:
 1. Minor subdivisions with four or fewer lots provided that these developments contain less than 200 feet of new or upgraded roads and/or all driveways serving residential uses are less than 150 feet in length.
 2. Activity which includes less than 200 feet of new or upgraded road construction.
- (3) *Commercial and industrial development and expansions.* Commercial and industrial development and expansions of commercial and industrial developments and the expansion of multifamily dwelling units, which involve less than 15,000 square feet of disturbed area. All other subdivisions including expansions of previously approved four-lot subdivisions which were reviewed using the simple review method and all other projects shall utilize the standard review method.

(Ord. of 9-21-2009, § 5.7G; Ord. No. 11-03012021, § 81, 3-15-2021)



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 36-03072022

Author: Eric J. Cousens, Director of Planning and Permitting

Subject: Initiate the discussion of Zoning Considerations from 2021 Updated Comprehensive Plan - Next Steps

Information: The comprehensive plan update adopted on December 6, 2021 identified zoning map and text amendments needed to implement the goals of the plan updates. At the January 3rd Council meeting the Council initiated four discussions that are currently underway and coming back to Council for Votes and Public Hearings. We do not have capacity to consider all the changes at once, but we plan an ambitious effort to have changes under consideration going forward. This action will set the next priority changes with a focus on residential options within the residential the core of the City. Below are changes that staff suggests we start discussing by having the Council initiate their consideration pursuant to Chapter 60, Article XVII Division 2 of City Ordinances. Initiation of these discussions will direct staff to draft the amendments and forward them to the Planning Board for a public Hearing and recommendation back to the Council on how to proceed.

Consider expanding the Traditional Neighborhood Development District to 4 areas of the City as defined in the Comprehensive Plan. These are areas that are served by or located near public sewer and/or water services. Where water or sewer are not made available by the developer, density will be further restricted by the plumbing code and site constraints until services are extended. Staff also wishes to work with the planning Board on two items within the form based codes to allow better access to available public parking for new residential developments and flexibility on building orientation towards private drives and parking areas rather than limiting orientation towards the public roads in the case of larger multi-building developments.

Comprehensive Plan Future Land Use Text:

<https://www.auburnmaine.gov/CMSContent/Planning/Comp%20Plan/APPROVED%20061621%20FUTURE%20LAND%20USE%20PLAN.pdf>

Comprehensive Plan Future Land Use Map:

<https://auburnme.maps.arcgis.com/apps/webappviewer/index.html?id=cc0ca6f5ab43411f89085a250f07c119>

TRADITIONAL NEIGHBORHOOD DEVELOPMENT DISTRICT (TND)

Objective – Allow for the development of a wide range of residential and community uses at a density of up to 16 units per acre in areas that are served or can be served by public/community sewerage and public/community water (see Figures 2.3, 2.4 and 2.6). New development should be designed to minimize the number of vehicular access points to existing collector or other through roads.

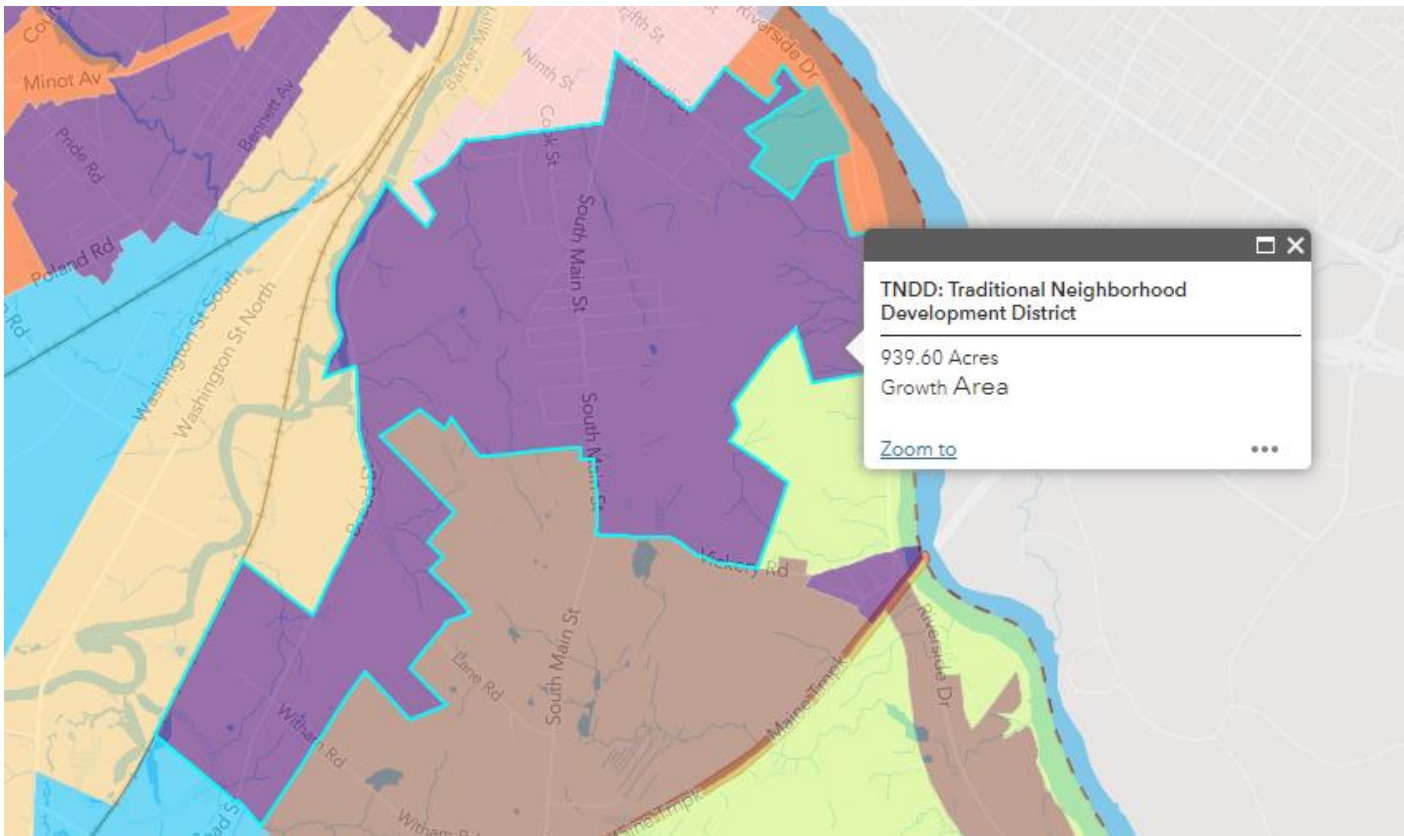
Allowed Uses – The Traditional Neighborhood Development District generally follows the boundaries of the Urban Residential Zoning District, in effect at the time of the 2021 Comprehensive Plan update. The following general types of uses should be allowed within the Traditional Neighborhood Development District:

- Low and High-Density Residential Dwellings
- Home Occupations
- Plant/Crop-Based Agriculture
- Community Services and Government Uses
- Small Offices and Mixed-Use Buildings
- Small commercial operations that do not exceed the average lot size of the neighborhood (or more than two times the average size of the home).

Development Standards – Residential uses should be allowed at a density of up to 16 units per acre with no minimum road frontage required, shared driveways are encouraged. The areas within the Traditional Neighborhood designation are served by public/community sewer and water. In general, the minimum front setback should be 10 feet. Side and rear setbacks should be 5-15 feet or 25% of the average depth of the lot to establish dimensional standards that relate to the size and width of the lot.

Areas:

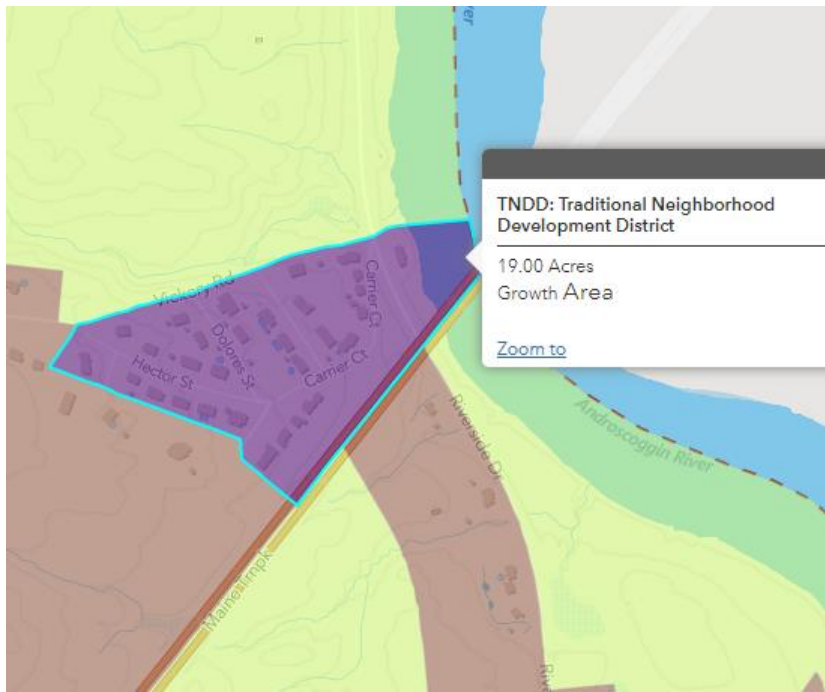
a. New Auburn and Broad Street Traditional Neighborhood District Form Based Code Expansion



Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the New Auburn Urban Residential Areas and to Broad Street as outlined on the adjacent Map. The area includes 936 acres within a designated Growth Area.

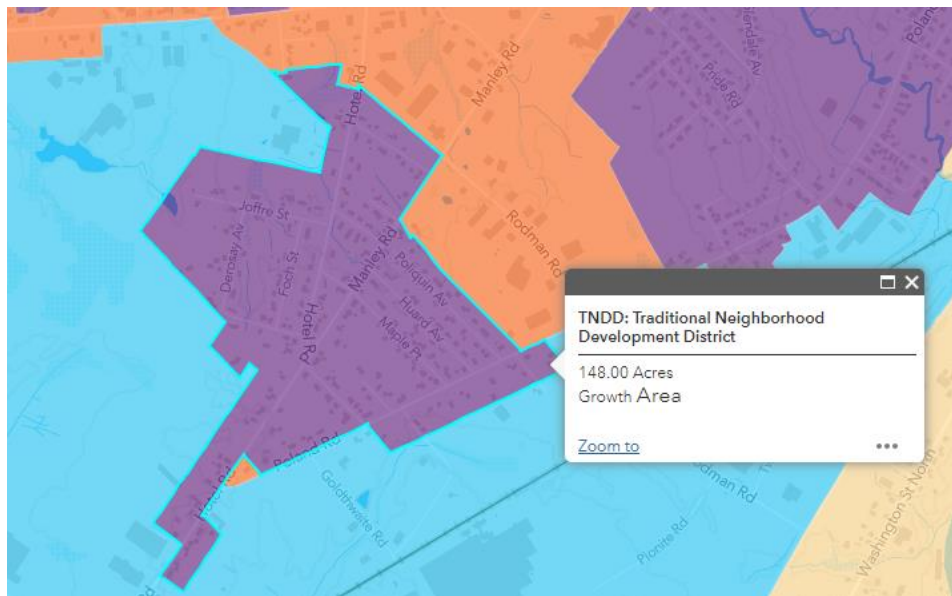
b. Vickery Road Traditional Neighborhood District Form Based Code Expansion

Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the Vickery Road area as outlined on the adjacent Map. The area includes 19 acres within a designated Growth Area.



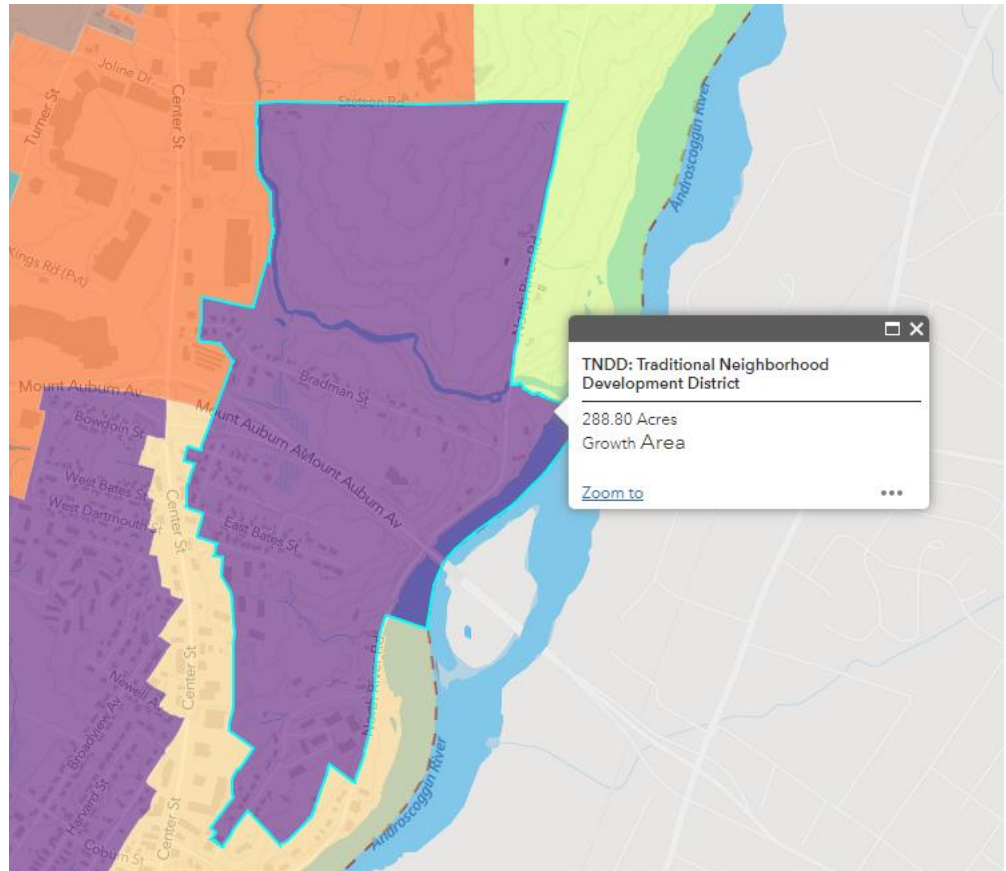
c. Poland/Manley/Hotel Road Traditional Neighborhood District Form Based Code Expansion

Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the Poland/Manley/Hotel Road Residential area as outlined on the adjacent Map. The area includes 148 acres within a designated Growth Area.



d. Bates, Bradman, Stetson Traditional Neighborhood District Form Based Code Expansion

Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the Bates, Bradman, Stetson Road Residential area as outlined on the adjacent Map. The area includes 288 acres within a designated Growth Area.



City Budgetary Impacts: Up to \$7,000 in approved Comprehensive Plan Implementation funds for mapping and analysis services and the substantial cost of mailing abutter notices with large area changes. The changes will result in new investment and create new taxable value.

Staff Recommended Action: Direct staff to draft amendments consistent with the adopted Comprehensive Plan for consideration by the Planning Board and direct the Planning Board to review proposed amendments, hold Public Hearings on each and forward a recommendation back to the City Council.

Previous Meetings and History: December 6th Council adoption of the Comprehensive Plan.

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: Order and links to Comprehensive Plan

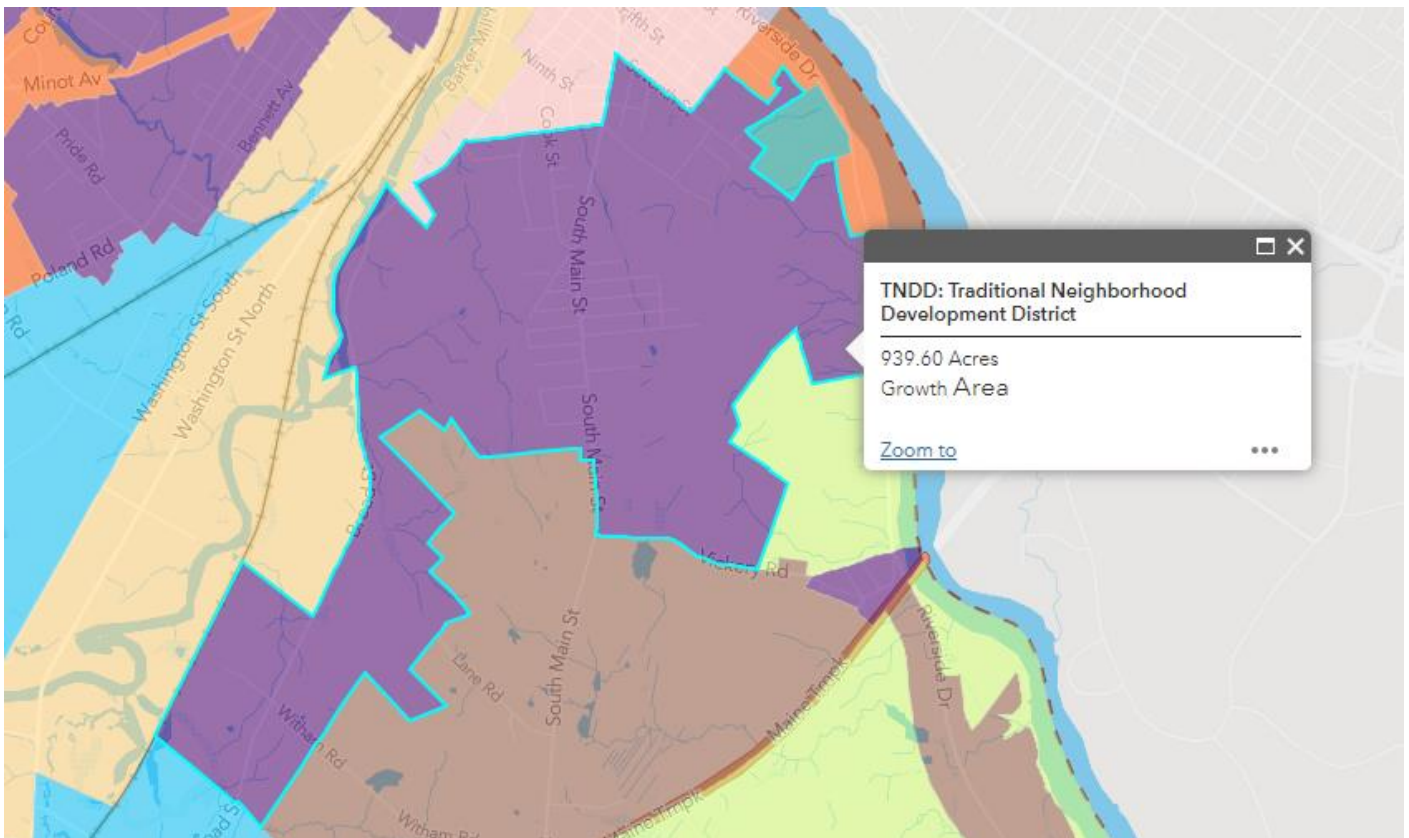


City Council Order

IN CITY COUNCIL

ORDERED, That the City Council direct staff to draft amendments consistent with the adopted Comprehensive Plan for consideration by the Planning Board and direct the Planning Board to review proposed amendments, hold Public Hearings on each and forward a recommendation back to the City Council on the following four amendments:

- a. **New Auburn and Broad Street Traditional Neighborhood District Form Based Code Expansion**



Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the New Auburn Urban Residential Areas and to Broad Street as outlined on the adjacent Map. The area includes 936 acres within a designated Growth Area.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

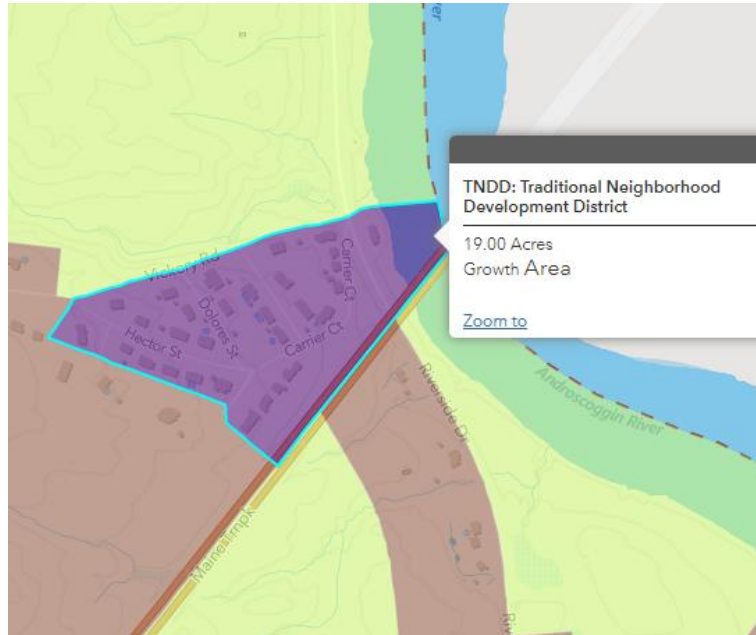
Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



City Council Order

b. Vickery Road Traditional Neighborhood District Form Based Code Expansion

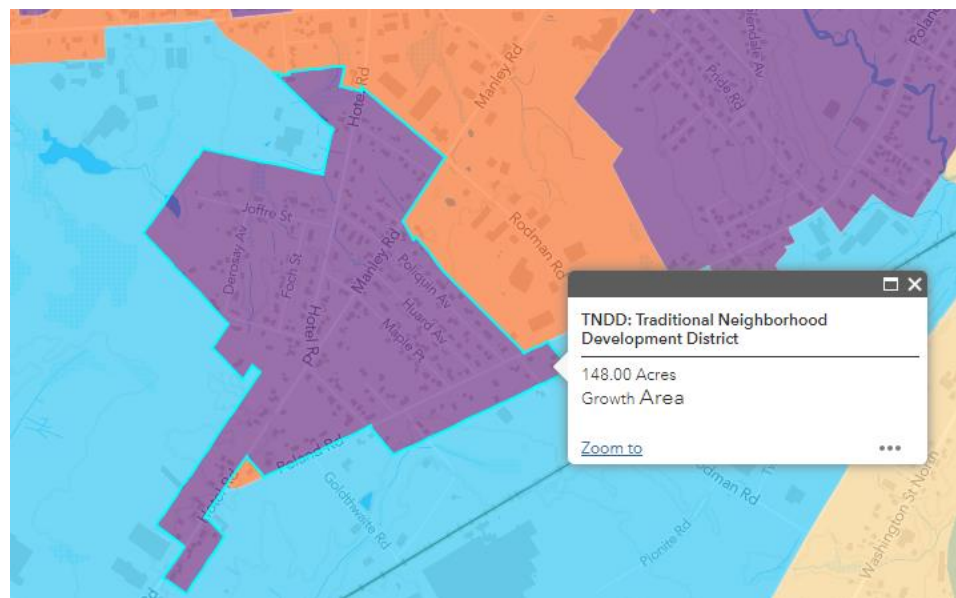
Initiate consideration of the Comprehensive Plan recommendation to expand T.4.2 Traditional Downtown Neighborhood to the Vickery area as outlined on the adjacent Map. The area includes 19 acres within a designated Growth Area.



the
Road

c. Poland/Manley/Hotel Road Traditional Neighborhood District Form Based Code Expansion

Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the Poland/Manley/Hotel Road Residential area as outlined on the adjacent Map. The area includes 148 acres within a designated Growth Area.



Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

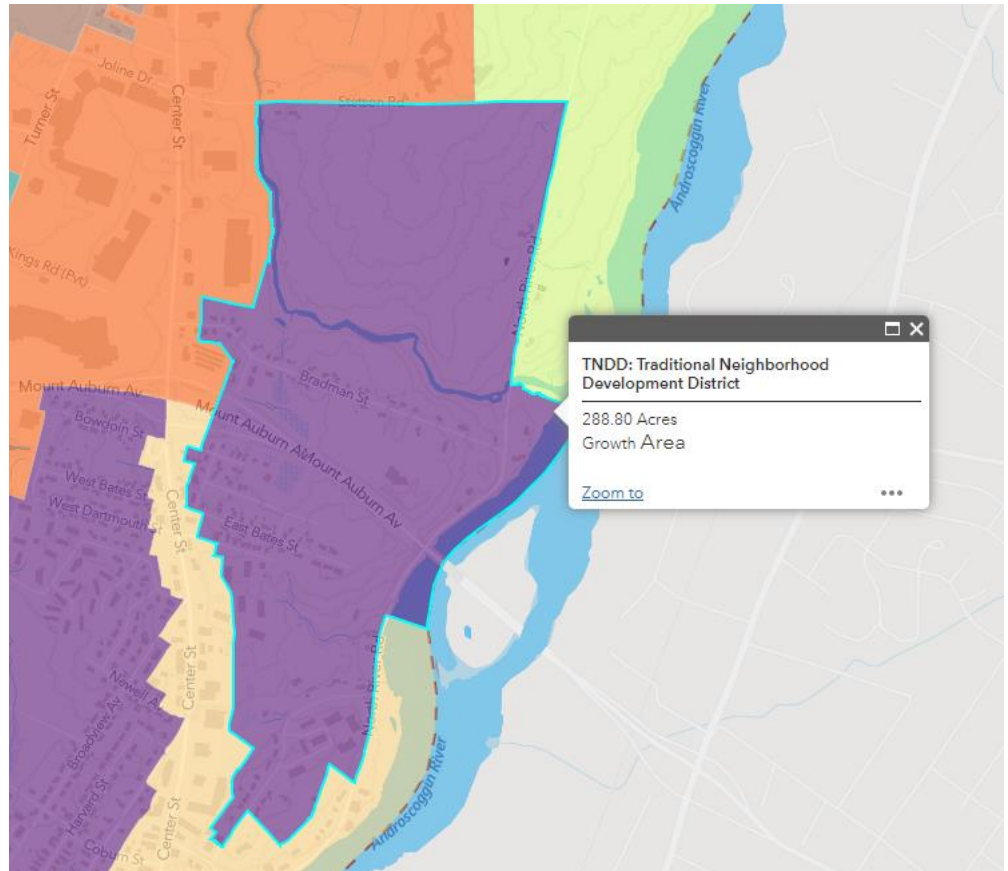
Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



City Council Order

d. Bates, Bradman, Stetson Traditional Neighborhood District Form Based Code Expansion

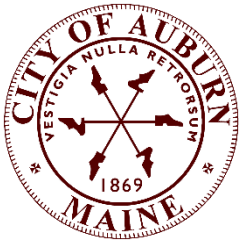
Initiate consideration of the Comprehensive Plan recommendation to expand the T.4.2 Traditional Downtown Neighborhood to the Bates, Bradman, Stetson Road Residential area as outlined on the adjacent Map. The area includes 288 acres within a designated Growth Area.



Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 37-03072022

Author: Glen E. Holmes, Director of Business & Community Development

Subject: Business and Community Development Office Move

Information: The City of Auburn has been awarded a Lead Hazard and Healthy Home Grant as well as an increase in HOME funds. The grants required the hiring of additional staff for a total of 10 employees. Auburn Hall currently does not have available space to accommodate this additional staff on the first or second floors. Director has looked at five possible locations near Auburn Hall and are recommending relocating the Business and Community Development Department to the fourth-floor north side of 95 Main Street. This space will accommodate up to 12 employees and provide for all department needs for the foreseeable future. In direct response to the Covid-19 pandemic, this move will provide much needed access to our Public Health Services, General Assistance Services, and direct service staff who are assisting homeless or near homeless residents in our community as laid out in our HOME funds budget.

We propose utilizing ARPA funds, not to exceed \$500,000., to cover all expenses over the allowable term of the funding.

City Budgetary Impacts: None

Staff Recommended Action: Vote to approve the use of \$500,00 in ARPA funds to relocate the Business and Community Development Department.

Previous Meetings and History: NONE

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Comparison of sites evaluated, ARPA Funds budget

Comparison of spaces reviewed for B&CDO Move

	95 Maine Street	1 Great Falls Plaza	1 Great Falls Plaza	95 Maine Street	79 Maine Street
Floor	4	1	2	1	1
Total Square feet	3328	3050	4179	2025	2000
# of offices	7	3	4	4	1
# of Cubicles	5	0	0	6	6
Conference Room	Yes	No	No	No	Yes
Intake Space	Yes	Yes	Yes	Yes	No
Utilities included	No	No	No	No	Yes
Cost per Sq/ft	\$ 15.00	\$ 8.00	\$ 8.25	Eliminated due to size	Eliminated due to size
Annual Rent	\$ 49,920.00	\$ 24,400.00	\$ 34,476.75		
Lease type	Modified Gross	Triple Net	Triple Net		
CAM Charges	N/A	\$ 8,672.00	\$ 13,617.00		
Taxes	N/A	\$ 5,082.00	\$ 8,324.27		
Gas/Electric	\$ 4,800.00	\$ 5,545.00	\$ 4,168.41		
Initial Deposit	\$ 56,185.40	\$ 49,699.00	\$ 68,190.56		
Estimated Annual Cost					
Year #1	\$ 49,920.00	\$ 43,699.00	\$ 60,586.43		
Year #2	\$ 51,417.60	\$ 45,009.97	\$ 62,404.02		
Year #3	\$ 52,960.13	\$ 46,360.27	\$ 64,276.14		
Year #4	\$ 54,548.93	\$ 47,751.08	\$ 66,204.43		
Total 4 year rent/Utilities	\$ 269,832.06	\$ 238,064.32	\$ 325,829.99		

Based on the needs of the Department and the proximity to Auburn Hall staff is recommending 95 Main Street. Both locations at Graet Falls Plaza would require significant build out at City expense.

**Proposed ARPA Budget to Move B&CDO to 95 Main Street for Five
Years**

	Year 1	Year 2	Year 3	Year 4
Office Furniture	\$ 22,000	\$ -	\$ -	\$ -
Office Equipment	\$ 21,000	\$ -	\$ -	\$ -
IT Buildout	\$ 18,000	\$ -	\$ -	\$ -
Movers	\$ 3,000	\$ -	\$ -	\$ -
Lease	\$ 49,920	\$ 51,418	\$ 52,960	\$ 54,549
Initial Deposit	\$ 86,985	\$ -	\$ -	\$ -
Utilities	\$ 4,800	\$ 4,800	\$ 4,800	\$ 4,800
Custodial	\$ 26,000	\$ 26,000	\$ 26,000	\$ 26,000
Contingency	\$ 17,000	\$ -	\$ -	\$ -
	\$ 248,705	\$ 82,218	\$ 83,760	\$ 85,349

TOTAL \$ 500,032



ORDER 37-03072022

City Council Order

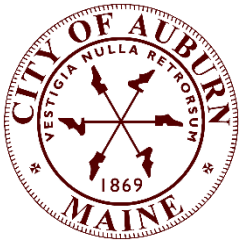
IN CITY COUNCIL

ORDERED, that the City of Auburn Allocate Five Hundred Thousand (\$500,000) dollars of ARPA Funds to relocate and expand the Business and Community Development Department to a location the will better serve our residents and allow for expanded services in response to the impacts of the COVI-19 Pandemic.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 38-03072022

Author: Glen E. Holmes, Director of Business & Community Development

Subject: Economic Development Revolving Loan Pool

Information: Allocate \$500,000.00 of ARPA Funding to create an Economic Development Revolving Loan Fund to assist businesses in Auburn to locate, expand, and grow.

City Budgetary Impacts: NONE

Staff Recommended Action: Approve the Order as presented.

Previous Meetings and History: NONE

City Manager Comments:

Phillip Crowell Jr.

I concur with the recommendation. Signature:

Attachments: Program overview

ARPA FUNDING PROPOSAL

Economic Development Revolving Loan Pool

Many small businesses have suffered due to the COVID-19 Pandemic in our community. As the Directors of Business and Community Development and Economic Development, we propose the City set up a revolving loan fund for our small businesses. For this proposal, We are defining a small business as any business based in Auburn having fewer than 100 employees or gross revenues below five million dollars.

We propose the City set aside five hundred thousand dollars of ARPA funds to create this revolving loan fund. Loans will be limited to no more than one hundred fifty thousand dollars per entity. With a maximum of a six-year repayment term and an interest rate no less than the Wall Street Journal's published Prime Rate on the day of the loan approval (currently 3.25%) and a maximum of that rate plus three percentage points.

The borrower will need to demonstrate the need for the funds to expand the company's production, replace outdated equipment, open a new location in Auburn, or as part of a larger funding package from a traditional lending institution.

The City will be subordinate to any other needed funding and will only take collateral of equipment that it finances alone or greater than eighty percent of the purchase price. All loans will require a personal guarantee from any owner, partner, or investor controlling twenty percent or more of the company.

The City will do everything possible within its rights to collect these debts; however, as these are loans, the funds will be at risk of loss.

We believe we will assist ten businesses in the first 18 months, creating or retaining a minimum of 10 jobs. As the funds are repaid, they will be used to continue this work.

Respectfully Submitted

Glen E. Holmes
Director of Business & Community Development

Jay Brenchick
Director of Economic Development



ORDER 38-03072022

City Council Order

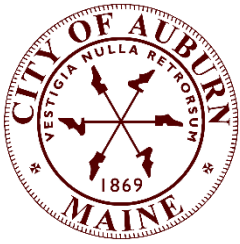
IN CITY COUNCIL

ORDERED, the City of Auburn allocate Five Hundred Thousand Dollars (\$500,000) of ARPA Funding to create an Economic Development Revolving Loan Pool conforming to the Rules and Guidance provided by the US Treasury Department.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: March 7, 2022

Order: 39-03072022

Author: Glen E. Holmes, Director of Business & Community Development

Subject: Sustainable Auburn Program

Information: The Current Sustainable Auburn City Match of Efficiency Maine Residential Grants for qualifying purchases restricts the funding to only Auburn residents. This order would expand this to individuals that live in another community in Maine and own rental units in Auburn. Staff will determine guidelines to ensure Items purchased and installed are for use in Auburn homes and apartments.

City Budgetary Impacts: NONE

Staff Recommended Action: Approve the Order as presented.

Previous Meetings and History: July 19, 2021 Order 75-07192021 was the initial enactment of the program.

City Manager Comments:



I concur with the recommendation. Signature:

Attachments: Current program statistics.

Sustainable Auburn Program Statistics

Total Applicants	66
Total Funds Dibursed	\$ 45,225.00

Use of funds

Hybrid HW heater	20
Tier One Heat Pump	12
Tier Two Heat Pump	22
Washer	9
Air Purifier	1
Bio Mass Boiler	1
Insulation	1



ORDER 39-03072022

City Council Order

IN CITY COUNCIL

ORDERED, that the City of Auburn reallocate Fifty Thousand Dollars (\$50,000) of the original ARPA Funds (\$250,000) allocated under order 75-07192021 to be used for Maine residents owning rental property in Auburn for the same purposes and benefits.

Richard Whiting, Ward One
Joseph Morin, Ward Four
Belinda A. Gerry, At Large

Ryan Hawes, Ward Two
Leroy G. Walker, Ward Five
Jason J. Levesque, Mayor

Stephen G. Milks, Ward Three
Dana Staples, At Large
Phillip L. Crowell, Jr., City Manager

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



TO: Phillip Crowell, City Manager

FROM: Jill Eastman, Finance Director

REF: January 2022 Financial Report

DATE: February 7, 2022

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

The City has completed its seventh month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 58.3% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

Revenues

Revenues collected through January 31st, including the school department were \$57,008,701 or 59.73%, of the budget. The municipal revenues including property taxes were \$38,628,892, or 59.29% of the budget which is less than the same period last year by 0.12%. The accounts listed below are noteworthy.

- A. The current year tax revenue is at 57.84% as compared to 58.17% last year. This is a \$59,433 increase over last year. The second payment is due March 15th.
- B. Excise tax for the month of January is at 59.05%. This is a decrease of \$260,546 over FY 21. Our excise revenues for FY22 are 0.75% above projections as of January 31, 2022.
- C. State Revenue Sharing at the end of January is 98.56% or \$3,104,618. This is an increase of \$1,011,942 over last January.

Expenditures

City expenditures through January 2022 were \$31,450,440, or 66.77%, of the budget. This is a decrease of 0.02% less than the same period last year. The percentage of expenditures is lower, but dollars are higher due to the higher budget. Noteworthy variances are:

- A. Administration is higher than last year by 2.52%. The major increases are Communications & Technology and Human Resources budgets being higher than last year.
- B. Public Safety is higher due to both Police and Fire/EMS are higher.
- C. Public Works is higher due to Winter Storm operations and overtime.

Investments

This section contains an investment schedule as of January 31st. Currently the City's funds are earning an average interest rate of 0.15% compared to .58% in 2021.

Respectfully submitted,



Jill M. Eastman
Finance Director

CITY OF AUBURN, MAINE
BALANCE SHEET - CITY GENERAL FUND AND WORKERS COMP FUND
AS of January 2022, December 2021, and June 2021

	January 31 2022	December 31 2021	Increase (Decrease)	UNAUDITED JUNE 30 2021
ASSETS				
CASH	\$ 20,392,763	\$ 22,235,704	\$ (1,842,941)	\$ 23,686,573
RECEIVABLES			-	
ACCOUNTS RECEIVABLES	1,165,145	1,196,474	(31,329)	1,895,710
TAXES RECEIVABLE-CURRENT	21,084,942	21,795,718	(710,776)	55,238
DELINQUENT TAXES	405,055	401,870	3,185	809,349
TAX LIENS	609,838	747,604	(137,766)	1,091,138
NET DUE TO/FROM OTHER FUNDS	2,495,595	927,093	1,568,502	-
	<hr/>			
TOTAL ASSETS	\$ 46,153,338	\$ 47,304,463	\$ (1,151,125)	\$ 27,538,008
 LIABILITIES & FUND BALANCES				
ACCOUNTS PAYABLE	\$ (2,266)	\$ (1,897)	\$ (369)	\$ (985,754)
PAYROLL LIABILITIES	1,609,155	1,933,735	(324,580)	(858,084)
ACCRUED PAYROLL	(91)	(91)	(0)	(3,963,795)
STATE FEES PAYABLE	(45,274)	(34,982)	(10,292)	-
ESCROWED AMOUNTS	(141,194)	(29,183)	(112,011)	(27,653)
DEFERRED REVENUE	(21,925,101)	(22,770,564)	845,463	(1,916,073)
DUE TO OTHER FUNDS	-	-	-	(3,460,216)
	<hr/>			
TOTAL LIABILITIES	\$ (20,504,771)	\$ (20,902,982)	\$ 398,211	\$ (11,211,574)
FUND BALANCE - UNASSIGNED/ASSIGNED	\$ (22,850,931)	\$ (23,603,845)	\$ 752,914	\$ (13,291,007)
FUND BALANCE - RESTRICTED	(1,364,114)	(1,364,114)		(2,273,457)
FUND BALANCE - NON SPENDABLE	(1,433,522)	(1,433,522)	-	(761,970)
	<hr/>			
TOTAL FUND BALANCE	\$ (25,648,567)	\$ (26,401,481)	\$ 752,914	\$ (16,326,434)
	<hr/>			
TOTAL LIABILITIES AND FUND BALANCE	\$ (46,153,338)	\$ (47,304,463)	\$ 1,151,125	\$ (27,538,008)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
THROUGH January 31, 2022 VS January 31, 2021

REVENUE SOURCE	FY 2022 BUDGET	ACTUAL REVENUES THRU JAN 2022	% OF BUDGET	FY 2021 BUDGET	ACTUAL REVENUES THRU Jan 2021	% OF BUDGET	VARIANCE
TAXES							
PROPERTY TAX REVENUE-	\$ 50,042,450	\$ 28,945,366	57.84%	\$ 49,655,498	\$ 28,885,933	58.17%	\$ 59,433
PRIOR YEAR TAX REVENUE	\$ -	\$ 475,800		\$ -	\$ 481,767		\$ (5,967)
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 1,650,000	\$ 1,290,048	78.18%	\$ 1,420,000	\$ 1,405,540	98.98%	\$ (115,492)
EXCISE	\$ 4,425,000	\$ 2,612,890	59.05%	\$ 4,112,861	\$ 2,873,436	69.86%	\$ (260,546)
PENALTIES & INTEREST	\$ 120,000	\$ 62,130	51.78%	\$ 150,000	\$ 67,866	45.24%	\$ (5,736)
TOTAL TAXES	\$ 56,237,450	\$ 33,386,235	59.37%	\$ 55,338,359	\$ 33,714,542	60.92%	\$ (328,307)
LICENSES AND PERMITS							
BUSINESS	\$ 166,000	\$ 173,417	104.47%	\$ 166,000	\$ 139,609	84.10%	\$ 33,808
NON-BUSINESS	\$ 300,200	\$ 214,588	71.48%	\$ 392,400	\$ 239,821	61.12%	\$ (25,233)
TOTAL LICENSES	\$ 466,200	\$ 388,005	83.23%	\$ 558,400	\$ 379,430	67.95%	\$ 8,575
INTERGOVERNMENTAL ASSISTANCE							
STATE-LOCAL ROAD ASSISTANCE	\$ 390,000	\$ 421,592	108.10%	\$ 400,000	\$ 390,976	97.74%	\$ 30,616
STATE REVENUE SHARING	\$ 3,150,000	\$ 3,104,618	98.56%	\$ 2,708,312	\$ 2,092,676	77.27%	\$ 1,011,942
WELFARE REIMBURSEMENT	\$ 90,656	\$ 25,852	28.52%	\$ 90,656	\$ 21,704	23.94%	\$ 4,148
OTHER STATE AID	\$ 32,000	\$ 15,763	49.26%	\$ 32,000	\$ 10,269	32.09%	\$ 5,494
CITY OF LEWISTON	\$ 228,384	\$ -	0.00%	\$ 228,384	\$ 29,877	13.08%	\$ (29,877)
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 3,891,040	\$ 3,567,825	91.69%	\$ 3,459,352	\$ 2,545,502	73.58%	\$ 1,022,323
CHARGE FOR SERVICES							
GENERAL GOVERNMENT	\$ 184,400	\$ 105,324	57.12%	\$ 198,440	\$ 88,673	44.69%	\$ 16,651
PUBLIC SAFETY	\$ 176,600	\$ 82,574	46.76%	\$ 181,600	\$ 80,280	44.21%	\$ 2,294
EMS TRANSPORT	\$ 1,250,000	\$ 841,078	67.29%	\$ 1,200,000	\$ 668,864	55.74%	\$ 172,214
TOTAL CHARGE FOR SERVICES	\$ 1,611,000	\$ 1,028,975	63.87%	\$ 1,580,040	\$ 837,817	53.03%	\$ 191,158
FINES							
PARKING TICKETS & MISC FINES	\$ 41,500	\$ 25,750	62.05%	\$ 55,000	\$ 15,455	28.10%	\$ 10,295
MISCELLANEOUS							
INVESTMENT INCOME	\$ 40,000	\$ 13,268	33.17%	\$ 80,000	\$ 32,095	40.12%	\$ (18,827)
RENTS	\$ 125,000	\$ 7,839	6.27%	\$ 35,000	\$ 28,632	81.81%	\$ (20,793)
UNCLASSIFIED	\$ 20,000	\$ 25,150	125.75%	\$ 10,000	\$ 134,101	1341.01%	\$ (108,951)
COMMERCIAL SOLID WASTE FEES	\$ -	\$ 37,877		\$ -	\$ 37,667		\$ 210
SALE OF PROPERTY	\$ 120,000	\$ 2,936	2.45%	\$ 25,000	\$ 70,147	280.59%	\$ (67,211)
RECREATION PROGRAMS/ARENA							\$ -
MMWAC HOST FEES	\$ 234,000	\$ 135,398	57.86%	\$ 230,000	\$ 115,750	50.33%	\$ 19,648
TRANSFER IN: TIF	\$ 1,140,000	\$ -	0.00%	\$ 1,117,818	\$ -	0.00%	\$ -
TRANSFER IN: Other Funds	\$ 473,925	\$ -	0.00%	\$ 578,925	\$ -	0.00%	\$ -
ENERGY EFFICIENCY							\$ -
CDBG	\$ 252,799	\$ -	0.00%	\$ 214,430	\$ -	0.00%	\$ -
UTILITY REIMBURSEMENT	\$ 20,000	\$ 9,634	48.17%	\$ 20,000	\$ 8,877	44.39%	\$ 757
CITY FUND BALANCE CONTRIBUTION	\$ 475,000	\$ -	0.00%	\$ 527,500	\$ -	0.00%	\$ -
TOTAL MISCELLANEOUS	\$ 2,900,724	\$ 232,102	8.00%	\$ 2,838,673	\$ 427,269	15.05%	\$ (195,167)
TOTAL GENERAL FUND REVENUES	\$ 65,147,914	\$ 38,628,892	59.29%	\$ 63,829,824	\$ 37,920,015	59.41%	\$ 708,877
SCHOOL REVENUES							
EDUCATION SUBSIDY	\$ 28,900,061	\$ 17,894,242	61.92%	\$ 26,217,074	\$ 15,618,568	59.57%	\$ 2,275,674
EDUCATION	\$ 518,821	\$ 471,335	90.85%	\$ 717,415	\$ 259,073	36.11%	\$ 212,262
SCHOOL FUND BALANCE CONTRIBUTION	\$ 879,404	\$ 14,232	1.62%	\$ 970,862	\$ -	0.00%	\$ 14,232
TOTAL SCHOOL	\$ 30,298,286	\$ 18,379,809	60.66%	\$ 27,905,351	\$ 15,877,641	56.90%	\$ 2,502,168
GRAND TOTAL REVENUES	\$ 95,446,200	\$ 57,008,701	59.73%	\$ 91,735,175	\$ 53,797,656	58.64%	\$ 3,211,045

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
THROUGH January 31, 2022 VS January 31, 2021

DEPARTMENT	FY 2022 BUDGET	EXP THRU JAN 2022	% OF BUDGET	FY 2021 BUDGET	EXP THRU Jan 2021	% OF BUDGET	VARIANCE
ADMINISTRATION							
MAYOR AND COUNCIL	\$ 104,850	\$ 80,660	76.93%	\$ 99,000	\$ 55,935	56.50%	\$ 24,725
CITY MANAGER	\$ 447,401	\$ 320,034	71.53%	\$ 776,095	\$ 383,300	49.39%	\$ (63,266)
COMMUNICATIONS & TECHNOLOGY	\$ 911,637	\$ 643,028	70.54%	\$ 609,260	\$ 517,262	84.90%	\$ 125,766
CITY CLERK	\$ 237,474	\$ 135,130	56.90%	\$ 216,946	\$ 122,620	56.52%	\$ 12,510
FINANCIAL SERVICES	\$ 810,303	\$ 440,050	54.31%	\$ 751,849	\$ 428,102	56.94%	\$ 11,948
HUMAN RESOURCES	\$ 220,250	\$ 117,957	53.56%	\$ 157,057	\$ 86,559	55.11%	\$ 31,398
TOTAL ADMINISTRATION	\$ 2,731,915	\$ 1,736,859	63.58%	\$ 2,610,207	\$ 1,593,778	61.06%	\$ 143,081
COMMUNITY SERVICES							
PLANNING & PERMITTING	\$ 900,583	\$ 449,636	49.93%	\$ 1,339,047	\$ 559,082	41.75%	\$ (109,446)
ECONOMIC DEVELOPMENT	\$ 108,469	\$ 59,978	55.30%				\$ 59,978
BUSINESS & COMMUNITY DEVELOPMENT	\$ 512,260	\$ 160,303	31.29%				\$ 160,303
HEALTH & SOCIAL SERVICES	\$ 119,875	\$ 55,598	46.38%	\$ 199,282	\$ 72,389	36.32%	\$ (16,791)
RECREATION & SPORTS TOURISM	\$ 584,056	\$ 335,439	57.43%	\$ 520,474	\$ 351,285	67.49%	\$ (15,846)
PUBLIC LIBRARY	\$ 1,052,163	\$ 613,762	58.33%	\$ 1,031,533	\$ 687,689	66.67%	\$ (73,927)
TOTAL COMMUNITY SERVICES	\$ 3,277,406	\$ 1,674,716	51.10%	\$ 3,090,336	\$ 1,670,445	54.05%	\$ 4,271
FISCAL SERVICES							
DEBT SERVICE	\$ 7,734,169	\$ 6,955,516	89.93%	\$ 7,577,735	\$ 6,859,092	90.52%	\$ 96,424
FACILITIES	\$ 677,872	\$ 457,614	67.51%	\$ 667,494	\$ 437,758	65.58%	\$ 19,856
WORKERS COMPENSATION	\$ 642,400	\$ 642,400	100.00%	\$ 641,910	\$ 641,910	100.00%	\$ 490
WAGES & BENEFITS	\$ 7,334,932	\$ 3,752,241	51.16%	\$ 6,840,635	\$ 3,723,435	54.43%	\$ 28,806
EMERGENCY RESERVE (10108062-670000)	\$ 461,230	\$ -	0.00%	\$ 461,230	\$ (2,500)	-0.54%	\$ 2,500
TOTAL FISCAL SERVICES	\$ 16,850,603	\$ 11,807,771	70.07%	\$ 16,189,004	\$ 11,659,695	72.02%	\$ 148,076
PUBLIC SAFETY							
FIRE & EMS DEPARTMENT	\$ 5,446,588	\$ 3,352,479	61.55%	\$ 5,302,131	\$ 3,118,696	58.82%	\$ 233,783
POLICE DEPARTMENT	\$ 4,343,924	\$ 2,520,162	58.02%	\$ 4,332,339	\$ 2,450,191	56.56%	\$ 69,971
TOTAL PUBLIC SAFETY	\$ 9,790,512	\$ 5,872,641	59.98%	\$ 9,634,470	\$ 5,568,887	57.80%	\$ 303,754
PUBLIC WORKS							
PUBLIC WORKS DEPARTMENT	\$ 5,077,370	\$ 2,739,695	53.96%	\$ 4,979,329	\$ 2,567,678	51.57%	\$ 172,017
SOLID WASTE DISPOSAL*	\$ 1,089,950	\$ 497,355	45.63%	\$ 1,051,318	\$ 526,902	50.12%	\$ (29,547)
WATER AND SEWER	\$ 792,716	\$ 585,902	73.91%	\$ 792,716	\$ 585,902	73.91%	\$ -
TOTAL PUBLIC WORKS	\$ 6,960,036	\$ 3,822,952	54.93%	\$ 6,823,363	\$ 3,680,482	53.94%	\$ 142,470
INTERGOVERNMENTAL PROGRAMS							
AUBURN-LEWISTON AIRPORT	\$ 177,000	\$ 176,115	99.50%	\$ 170,000	\$ 167,110	98.30%	\$ 9,005
E911 COMMUNICATION CENTER	\$ 1,161,479	\$ 870,941	74.99%	\$ 1,134,304	\$ 850,916	75.02%	\$ 20,025
LATC-PUBLIC TRANSIT	\$ 225,000	\$ -	0.00%	\$ 331,138	\$ -	0.00%	\$ -
ARTS & CULTURE AUBURN	\$ 10,000	\$ 10,000	100.00%	\$ 10,000	\$ 10,000	100.00%	\$ -
TAX SHARING	\$ 260,000	\$ -	0.00%	\$ 260,000	\$ -	0.00%	\$ -
TOTAL INTERGOVERNMENTAL	\$ 1,833,479	\$ 1,057,056	57.65%	\$ 1,905,442	\$ 1,028,026	53.95%	\$ 29,030
COUNTY TAX							
TIF (10108058-580000)	\$ 2,611,080	\$ 2,611,080	100.00%	\$ 2,629,938	\$ 2,629,938	100.00%	\$ (18,858)
OVERLAY	\$ 3,049,803	\$ 2,867,365	94.02%	\$ 3,049,803	\$ 2,845,623	93.31%	\$ 21,742
	\$ -	\$ -		\$ -	\$ -		\$ -
TOTAL CITY DEPARTMENTS	\$ 47,104,834	\$ 31,450,440	66.77%	\$ 45,932,563	\$ 30,676,874	66.79%	\$ 773,566
EDUCATION DEPARTMENT							
	\$ 48,341,366	\$ 18,361,000	37.98%	\$ 45,802,612	\$ 20,831,516	45.48%	\$ (2,470,516)
TOTAL GENERAL FUND EXPENDITURES	\$ 95,446,200	\$ 49,811,440	52.19%	\$ 91,735,175	\$ 51,508,390	56.15%	\$ (1,696,950)

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF January 31, 2022**

INVESTMENT		FUND	BALANCE January 31, 2022	BALANCE December 31, 2021	INTEREST RATE
ANDROSCOGGIN BANK	449	CAPITAL PROJECTS	\$ 6,347,517.59	\$ 6,344,838.15	0.15%
ANDROSCOGGIN BANK	502	SR-TIF	\$ 1,051,531.28	\$ 1,051,084.98	0.15%
ANDROSCOGGIN BANK	836	GENERAL FUND	\$ 12,266,660.74	\$ 9,487,185.88	0.15%
ANDROSCOGGIN BANK	801	WORKERS COMP	\$ 52,530.62	\$ 52,508.32	0.15%
ANDROSCOGGIN BANK	684	EMS CAPITAL RESERVE	\$ 339,645.02	\$ 339,500.87	0.15%
ANDROSCOGGIN BANK	414	INGERSOLL TURF FACILITY	\$ 226,783.08	\$ 226,686.84	0.15%
ANDROSCOGGIN BANK	0888	ELHS FUNDRAISING	\$ 62,651.72	\$ 62,625.14	0.15%
ANDROSCOGGIN BANK		ELHS CONSTRUCTION	\$ 154,117.27	\$ 142,357.48	0.15%
ANDROSCOGGIN BANK	0627	ST LOUIS BELLS FUNDRAISING	\$ 15,370.38	\$ 15,363.86	0.15%
NOMURA		ELHS Bond Proceeds	\$ 40,529,598.00	\$ 48,303,196.00	0.15%
ANDROSCOGGIN BANK	5127	ARPA Funds	\$ 6,002,958.81	\$ 6,001,765.86	0.15%
GRAND TOTAL			\$ 67,049,364.51	\$ 72,027,113.38	0.15%

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2021 - June 30, 2022
Report as of January 31, 2022

	Beginning	January 2022					Ending
	Balance 1/1/2022	New Charges	Payments	Refunds	Adjustments	Write-Offs	Balance 1/31/2022
Bluecross	\$ 19,810.94	\$ 5,044.60	\$ (6,202.84)		\$ (8,454.84)		\$ 10,197.86
Intercept	\$ 100.00	\$ -	\$ -				\$ 100.00
Medicare	\$ 147,267.33	\$ 140,776.20	\$ (37,467.30)		\$ (99,306.23)		\$ 151,270.00
Medicaid	\$ 59,629.53	\$ 54,005.60	\$ (35,323.54)		\$ (21,613.69)		\$ 56,697.90
Other/Commercial	\$ 106,438.10	\$ 18,878.80	\$ (21,105.47)		\$ (11,427.52)		\$ 92,783.91
Patient	\$ 135,191.78	\$ 11,443.60	\$ (12,620.07)		\$ 21,165.95	\$ (30,449.11)	\$ 124,732.15
Worker's Comp	\$ -						\$ -
TOTAL	\$ 468,437.68	\$ 230,148.80	\$ (112,719.22)	\$ -	\$ (119,636.33)	\$ (30,449.11)	\$ 435,781.82

EMS BILLING
BREAKDOWN -TOTAL CHARGES
July 1, 2021 - June 30, 2022
Report as of January 31, 2022

	July 2021	August 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Totals	% of Total
Bluecross	\$ 6,623.27	\$ 9,833.80	\$ 13,473.60	\$ 5,116.80	\$ 12,429.20	\$ 13,425.20	\$ 5,044.60	\$ 65,946.47	3.20%
Intercept			\$ 400.00	\$ 400.00	\$ 100.00	\$ 100.00	\$ -	\$ 1,000.00	0.05%
Medicare	\$ 194,354.65	\$ 158,483.00	\$ 204,199.40	\$ 161,026.60	\$ 208,080.60	\$ 152,210.38	\$ 140,776.20	\$ 1,219,130.83	59.14%
Medicaid	\$ 68,121.50	\$ 50,785.00	\$ 90,618.80	\$ 59,852.00	\$ 67,343.00	\$ 44,175.40	\$ 54,005.60	\$ 434,901.30	21.10%
Other/Commercial	\$ 25,704.69	\$ 27,604.40	\$ 44,861.20	\$ 40,310.40	\$ 47,752.60	\$ 33,461.40	\$ 16,369.00	\$ 236,063.69	11.45%
Patient	\$ 20,928.65	\$ 18,060.40	\$ 11,284.20	\$ 12,239.40	\$ 14,619.20	\$ 8,974.40	\$ 11,443.60	\$ 97,549.85	4.73%
Worker's Comp	\$ 915.20		\$ 2,475.00	\$ 908.00			\$ 2,509.80	\$ 6,808.00	0.33%
TOTAL	\$ 316,647.96	\$ 264,766.60	\$ 367,312.20	\$ 279,853.20	\$ 350,324.60	\$ 252,346.78	\$ 230,148.80	\$ 2,061,400.14	100.00%

EMS BILLING
BREAKDOWN -TOTAL COUNT
July 1, 2021 - June 30, 2022
Report as of January 31, 2022

	July 2021	August 2021	Sept 2021	Oct 2021	Nov 2021	Dec 2021	Jan 2022	Totals	% of Total
Bluecross	10	10	13	5	12	13	5	68	2.88%
Intercept	0		4	4	1	1	0	10	0.42%
Medicare	244	172	227	174	226	186	168	1397	59.22%
Medicaid	82	54	100	64	80	48	60	488	20.69%
Other/Commercial	34	32	48	44	51	35	20	264	11.19%
Patient	45	19	12	13	15	10	11	125	5.30%
Worker's Comp	1	0	2	1	0	0	3	7	0.30%
TOTAL	416	287	406	305	385	293	267	2359	100.00%

**EMS BILLING
AGING REPORT
July 1, 2021 to June 30, 2022
Report as of December 31, 2021**

	Current		31-60		61-90		91-120		121+ days		Totals	
Bluecross	\$ 6,859.32	67%	\$ -	0%	\$ -	0%	\$ 88.39	1%	\$ 3,250.15	32%	\$ 10,197.86	2.34%
Intercept	\$ -		\$ 100.00								\$ 100.00	0.02%
Medicare	\$ 83,884.00	55%	\$ 18,898.27	12%	\$ 13,700.20	9%	\$ 8,057.20	5%	\$ 26,730.33	18%	\$ 151,270.00	34.71%
Medicaid	\$ 22,573.23	40%	\$ 29,815.56	53%	\$ 1,565.97	3%	\$ 1,247.03	2%	\$ 1,496.11	3%	\$ 56,697.90	13.01%
Other/Commercial	\$ 25,761.89	28%	\$ 31,396.52	34%	\$ 6,866.24	7%	\$ 5,728.02	6%	\$ 23,031.24	25%	\$ 92,783.91	21.29%
Patient	\$ 35,090.15	28%	\$ 20,628.21	17%	\$ 27,126.21	22%	\$ 27,790.74	22%	\$ 14,096.84	11%	\$ 124,732.15	28.62%
Worker's Comp	\$ -										\$ -	0.00%
TOTAL	\$ 174,168.59		\$ 100,838.56		\$ 49,258.62		\$ 42,911.38		\$ 68,604.67		\$ 435,781.82	
	40%		23%		11%		10%		16%		100%	100.00%

CITY OF AUBURN
SPECIAL REVENUE FUNDS REVENUE AND EXPENDITURES
As of January 31, 2022

	1902 Riverwatch	1910 Community Service	1914 Oak Hill Cemeteries	1915 Fire Training Building	1917 Wellness Grant	1928 Vending	1929 Fire Prevention	1930 211 Fairview	1931 Donations	2003 Byrne JAG	2005 MDOT	2008 Homeland Security	2010 State Drug Money	2011 PD Capital Reserve	2013 OUI Grant	2014 Speed Grant
Fund Balance 7/1/21	\$ 599,205.19	\$ 6,536.96	\$ 34,366.35	\$ 1,221.68	\$ 5,131.38	\$ -	\$ 4,796.03	\$ (566,303.71)	\$ 293.40	\$ 2,808.57	\$ 131,750.21	\$ (112,745.48)	\$ 6,975.14	\$ 12,596.25	\$ 4,318.98	\$ 2,820.93
Revenues FY22	\$ 44,908.78	\$ 264.00	\$ 482.42		\$ 1,942.39	\$ 245.00				\$ 15,676.00	\$ 157,242.00	\$ 109,031.40	\$ 2,851.40	\$ 6,652.50	\$ 2,416.38	\$ 6,828.83
Expenditures FY22	\$ 143,018.00	\$ 39.98			\$ 2,389.74	\$ 730.38			\$ 124.21	\$ 15,676.00	\$ 277,563.74	\$ 125,234.49	\$ 2,801.38	\$ -	\$ 2,379.07	\$ 10,506.18
Fund Balance 1/31/2022	\$ 501,095.97	\$ 6,760.98	\$ 34,848.77	\$ 1,221.68	\$ 4,684.03	\$ (485.38)	\$ 4,796.03	\$ (566,303.71)	\$ 169.19	\$ 2,808.57	\$ 11,428.47	\$ (128,948.57)	\$ 7,025.16	\$ 19,248.75	\$ 4,356.29	\$ (856.42)

	2016 Pedestrian Safety Grant	2019 Law Enforcement Training	2020 CDBG	2025 Community Cords	2030 Parking	2034 EDUL Underage Drink	2037 Bulletproof Vests	2040 Great Falls TV	2041 Blanche Stevens	2043 DOJ Covid 19 Preventative	2044 Federal Drug Money	2047 American Firefighter Grant	2050 Project Lifesaver	2051 Project Canopy	2053 St Louis Bells	2054 EMS Transport Capital Reserve
Fund Balance 7/1/21	\$ -	\$ (8,505.29)	\$ 1,702,961.69	\$ 30,570.32	\$ 12,839.34	\$ (40.00)	\$ 2,729.15	\$ 20,536.23	\$ 26,247.04	\$ -	\$ 93,024.44	\$ -	\$ 189.35	\$ (9,522.60)	\$ 28,489.54	\$ 225,094.82
Revenues FY22	\$ 1,142.33	\$ 300.00	\$ 252,228.73	\$ 1,103.93	\$ 37,542.00		\$ 8,358.37			\$ 9,886.13	\$ 8,254.01			\$ 8,000.00	\$ 23.90	\$ 181,778.78
Expenditures FY22	\$ 1,366.04		\$ 440,331.39		\$ 51,094.86	\$ (2,600.00)	\$ 1,689.97		\$ 2,351.72	\$ 9,886.13	\$ 2,280.00	\$ 780.00		\$ 7,996.88	\$ 4,000.00	\$ 237,246.04
Fund Balance 1/31/2022	\$ (223.71)	\$ (8,205.29)	\$ 1,514,859.03	\$ 31,674.25	\$ (713.52)	\$ 2,560.00	\$ 9,397.55	\$ 20,536.23	\$ 23,895.32	\$ -	\$ 98,998.45	\$ (780.00)	\$ 189.35	\$ (9,519.48)	\$ 24,513.44	\$ 169,627.56

	2055 Work4ME- PAL	2059 Distracted Driving	2064 MDOT Sopers Mill Culvert	2065 State Bi- Centennial Parade	2067 Hometown Heros Banners	2068 Northern Borders Grant	2070 Leadercast	2077 CTCI Grant	2080 Futsal Court Project	2201 EDI Grant	2300 ARPA Grant	2400 NRPA Youth Mentoring	2500 Parks & Recreation
Fund Balance 7/1/21	\$ 6,215.80	\$ -	\$ -	\$ (1,610.17)	\$ 209.00	\$ 201,371.71	\$ (3,500.00)	\$ 36,555.99	\$ (11,526.70)	\$ (1,484,407.18)	\$ 6,772,899.50	\$ -	\$ 252,323.69
Revenues FY22								\$ (3,111.14)	\$ 47,000.00		\$ 1,939.47		\$ 182,531.40
Expenditures FY22	\$ 1,304.77	\$ 2,062.28	\$ -	\$ (1,610.17)		\$ 23,325.00		\$ 17,055.95	\$ 21,646.39		\$ 283,535.21	\$ 2,736.00	\$ 325,012.63
Fund Balance 1/31/2022	\$ 4,911.03	\$ (2,062.28)	\$ -	\$ -	\$ 209.00	\$ 178,046.71	\$ (3,500.00)	\$ 16,388.90	\$ 13,826.91	\$ (1,484,407.18)	\$ 6,491,303.76	\$ (2,736.00)	\$ 109,842.46

	2600 Tambrands II TIF 6	2600 Mall TIF 9	2600 Downtown TIF 10	2600 Auburn Industrial TIF 12	2600 Auburn Plaza TIF 13	2600 Auburn Plaza II TIF 14	2600 Webster School TIF 16	2600 Hartt TIF 19	2600 Transport TIF 20	2600 62 Spring St TIF 21	2600 Minot Ave TIF 22	2600 48 Hampshire St TIF 23	2600 Memory Care Facility TIF 24	2600 Millbran TIF 25	2600 Futurguard TIF 25	Total Special Revenues
Fund Balance 7/1/21	\$ (41,023.43)	\$ 348,613.20	\$ (269,889.73)	\$ (454,099.79)	\$ 281,097.17	\$ (752,490.87)	\$ (0.02)	\$ (2,663.69)	\$ 1,120.90	\$ 24,998.06	\$ 41,968.63	\$ 97,738.81	\$ 11,128.45	\$ (83,459.35)		\$ 7,229,955.89
Revenues FY22	\$ 199,956.89	\$ 457,660.81	\$ 853,881.02	\$ 164,715.30	\$ 329,051.86	\$ 443,099.40	\$ 30,524.85	\$ 32,643.98	\$ 59,152.21	\$ 50,486.49	\$ 84,184.64	\$ 118,621.92	\$ 36,906.23	\$ 6,479.04		\$ 3,952,883.65
Expenditures FY22			\$ 321,608.99	\$ 217,459.00	\$ 77,327.19	\$ 510,286.89	\$ 15,262.43		\$ 42,197.72		\$ 21,046.16	\$ 141,180.08	\$ 25,046.84	\$ 24,946.75		\$ 3,408,316.31
Fund Balance 1/31/2022	\$ 158,933.46	\$ 806,274.01	\$ 262,382.30	\$ (506,843.49)	\$ 532,821.84	\$ (819,678.36)	\$ 15,262.40	\$ 29,980.29	\$ 18,075.39	\$ 75,484.55	\$ 105,107.11	\$ 75,180.65	\$ 22,987.84	\$ (101,927.06)		\$ 7,774,523.23

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Phillip Crowell, City Manager
From: Jill Eastman, Finance Director
Re: Financial Reports for January 2022



Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Ingersoll Turf Facility for revenue and expenditures as of January 31, 2022.

INGERSOLL TURF FACILITY

Statement of Net Assets:

The Statement of Net Assets lists current assets, noncurrent assets, liabilities and net assets as of January 31, 2022.

Current Assets:

As of the end of January 2022 the total current assets of Ingersoll Turf Facility were \$226,735. This consisted of cash and cash equivalents of \$226,735.

Noncurrent Assets:

Ingersoll's noncurrent assets are the building and equipment that was purchased, less depreciation. The total value of the noncurrent assets as of January 31, 2022, were \$89,514.

Liabilities:

Ingersoll had no accounts payable as of January 31, 2022, and an interfund payable of \$26,583.

Statement of Activities:

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

The operating revenues for Ingersoll Turf Facility through January 2022 are \$108,013. This revenue comes from the sponsorships, programs, rental income and batting cages.

The operating expenses for Ingersoll Turf Facility through January 2022 were \$85,185. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of January 2022, Ingersoll has an operating gain of \$22,828 compared to a net gain in December of \$12,868.

As of January 31, 2022, Ingersoll has a increase in net assets of \$22,828.

The budget to actual reports for revenue and expenditures, show that the revenue for FY22 compared to FY 21.

Statement of Net Assets
Ingersoll Turf Facility
January 31, 2022
Business-type Activities - Enterprise Fund

	January 31, 2022	December 31, 2021	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 226,735	\$ 226,687	\$ 48
Interfund receivables/payables		\$ -	-
Accounts receivable	-	-	-
Total current assets	226,735	226,687	48
Noncurrent assets:			
Capital assets:			
Buildings	672,279	672,279	-
Equipment	119,673	119,673	-
Land improvements	18,584	18,584	-
Less accumulated depreciation	(721,022)	(721,022)	-
Total noncurrent assets	89,514	89,514	-
Total assets	316,249	316,201	48
LIABILITIES			
Accounts payable	\$ -	\$ 1,740	(1,740)
Interfund payable	\$ 26,583	\$ 34,755	(8,172)
Total liabilities	26,583	36,495	(9,912)
NET ASSETS			
Invested in capital assets	\$ 89,514	\$ 89,514	\$ -
Unrestricted	\$ 200,152	\$ 190,192	\$ 9,960
Total net assets	\$ 289,666	\$ 279,706	\$ 9,960

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Ingersoll Turf Facility
Business-type Activities - Enterprise Funds
Statement of Activities
January 31, 2022

	Ingersoll Turf Facility
Operating revenues:	
Charges for services	\$ 108,013
Operating expenses:	
Personnel	58,751
Supplies	8,832
Utilities	9,680
Repairs and maintenance	2,522
Rent	-
Depreciation	-
Capital expenses	5,400
Other expenses	-
Total operating expenses	85,185
Operating gain (loss)	22,828
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	22,828
Transfers out	-
Change in net assets	22,828
Total net assets, July 1	266,838
Total net assets, January 31, 2022	\$ 289,666

CITY OF AUBURN, MAINE
REVENUES - INGERSOLL TURF FACILITY
Through January 31, 2022 compared to January 31, 2021

REVENUE SOURCE	FY 2022 BUDGET	ACTUAL REVENUES THRU JAN 2022	% OF BUDGET	FY 2021 BUDGET	ACTUAL REVENUES THRU JAN 2021	% OF BUDGET
CHARGE FOR SERVICES						
Sponsorship	\$ 25,000	\$ 5,775	23.10%	\$ 25,000	\$ 8,825	35.30%
Batting Cages	\$ 16,000	\$ 11,091	69.32%	\$ 13,000	\$ 9,280	71.38%
Programs	\$ 94,000	\$ 30,941	32.92%	\$ 90,000	\$ 2,337	2.60%
Rental Income	\$ 138,000	\$ 59,853	43.37%	\$ 102,000	\$ 31,177	30.57%
TOTAL CHARGE FOR SERVICES	\$ 273,000	\$ 107,660	39.44%	\$ 230,000	\$ 51,619	22.44%
INTEREST ON INVESTMENTS	\$ -	\$ 353		\$ -	\$ 891	
GRAND TOTAL REVENUES	\$ 273,000	\$ 108,013	39.57%	\$ 230,000	\$ 52,510	22.83%

CITY OF AUBURN, MAINE
EXPENDITURES - INGERSOLL TURF FACILITY
Through January 31, 2022 compared to January 31, 2021

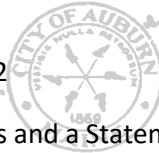
DESCRIPTION	ACTUAL			ACTUAL			Difference
	FY 2022 BUDGET	EXPENDITURES THRU JAN 2022	% OF BUDGET	FY 2021 BUDGET	EXPENDITURES THRU JAN 2021	% OF BUDGET	
Salaries & Benefits	\$ 133,041	\$ 58,751	44.16%	\$ 187,546	\$ 75,847	40.44%	\$ (17,096)
Purchased Services	\$ 15,750	\$ 2,522	16.01%	\$ 14,450	\$ 2,225	15.40%	\$ 297
Programs	\$ 16,300	\$ -	0.00%	\$ 18,500	\$ -	0.00%	\$ -
Supplies	\$ 2,500	\$ 8,832	353.28%	\$ 4,000	\$ 718	17.95%	\$ 8,114
Utilities	\$ 24,150	\$ 9,680	40.08%	\$ 25,650	\$ 7,192	28.04%	\$ 2,488
Insurance Premiums	\$ -	\$ -		\$ -	\$ -		
Capital Outlay	\$ -	\$ 5,400		\$ -	\$ -		\$ 5,400
	\$ 191,741	\$ 85,185	44.43%	\$ 250,146	\$ 85,982	34.37%	\$ (797)
GRAND TOTAL EXPENDITURES	\$ 191,741	\$ 85,185	44.43%	\$ 250,146	\$ 85,982	34.37%	\$ (797)

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

To: Phillip Crowell, City Manager
From: Jill Eastman, Finance Director
Re: Arena Financial Reports for January 31, 2022



Attached you will find a Statement of Net Assets and a Statement of Activities and budget to actual reports for Norway Savings Bank Arena for revenue and expenditures as of January 31, 2022.

NORWAY SAVINGS BANK ARENA

Statement of Net Assets:

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

Current Assets:

As of the end of January 2022 the total current assets of Norway Savings Bank Arena were (\$1,163,208). These consisted of cash and cash equivalents of \$269,729, accounts receivable of \$157,621, and an interfund payable of \$1,590,558.

Noncurrent Assets:

Norway's noncurrent assets are equipment that was purchased, less depreciation (depreciation is posted at year end). The total value of the noncurrent assets as of January 31, 2022, were \$195,258.

Liabilities:

Norway Arena had no accounts payable as of January 31, 2022.

Statement of Activities:

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

The operating revenues for Norway Arena through January 2022 are \$606,964. This revenue comes from the concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating and ice rentals.

The operating expenses for Norway Arena through January 2022 were \$339,065. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance.

As of January 2022, Norway Arena has an operating and net gain of \$267,899.

As of January 31, 2022, Norway Arena has an increase in net assets of \$267,899.

The budget to actual reports for revenue and expenditures, with comparison to the same period last year show that revenue for FY22 is \$271,996 more than in FY21 and expenditures in F22 are \$33,995 less than last year in January.

CITY OF AUBURN, MAINE
Statement of Net Assets
Norway Savings Bank Arena
January 31, 2022
Business-type Activities - Enterprise Fund

	January 31, 2022	December 31, 2021	Increase/ (Decrease)
ASSETS			
Current assets:			
Cash and cash equivalents	\$ 269,729	\$ 265,152	\$ 4,577
Interfund receivables	\$ (1,590,558)	\$ (1,661,895)	\$ 71,337
Prepaid Rent			\$ -
Accounts receivable	157,621	12,068	\$ 145,553
Total current assets	(1,163,208)	(1,384,675)	221,467
Noncurrent assets:			
Capital assets:			
Buildings	58,223	58,223	-
Equipment	514,999	514,999	-
Land improvements	-	-	-
Less accumulated depreciation	(377,964)	(377,964)	-
Total noncurrent assets	195,258	195,258	-
Total assets	(967,950)	(1,189,417)	221,467
LIABILITIES			
Accounts payable	\$ -	\$ 1,710	\$ (1,710)
Net OPEB liability	\$ 43,811	\$ 43,811	\$ -
Net pension liability	42,634	42,634	-
Total liabilities	86,445	88,155	(1,710)
NET ASSETS			
Invested in capital assets	\$ 195,258	\$ 195,258	\$ -
Unrestricted	\$ (1,249,653)	\$ (1,472,830)	\$ 223,177
Total net assets	\$ (1,054,395)	\$ (1,277,572)	\$ 223,177

CITY OF AUBURN, MAINE
Statement of Revenues, Expenses and Changes in Net Assets
Norway Savings Bank Arena
Business-type Activities - Enterprise Funds
Statement of Activities
January 31, 2022

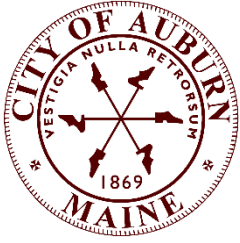
	Norway Savings Arena
Operating revenues:	
Charges for services	\$ 606,964
Operating expenses:	
Personnel	124,123
Supplies	39,952
Utilities	124,102
Repairs and maintenance	19,948
Insurance Premium	30,940
Depreciation	
Capital expenses	
Other expenses	
Total operating expenses	339,065
Operating gain (loss)	267,899
Nonoperating revenue (expense):	
Interest income	-
Interest expense (debt service)	-
Total nonoperating expense	-
Gain (Loss) before transfer	267,899
Transfers out	-
Change in net assets	267,899
Total net assets, July 1	(1,322,294)
Total net assets, January 31, 2022	\$ (1,054,395)

CITY OF AUBURN, MAINE
REVENUES - NORWAY SAVINGS BANK ARENA
Through January 31, 2022 compared to January 31, 2021

REVENUE SOURCE	FY 2022 BUDGET	ACTUAL REVENUES THRU JAN 2022	% OF BUDGET	FY 2021 BUDGET	ACTUAL REVENUES THRU JAN 2021	% OF BUDGET	VARIANCE
CHARGE FOR SERVICES							
Concussions	\$ 16,500	\$ 10,750	65.15%	\$ 16,500		0.00%	\$ 10,750
Skate Rentals	\$ 6,000	\$ 425	7.08%	\$ 7,500		0.00%	\$ 425
Pepsi Vending Machines	\$ 2,000	\$ 494	24.70%	\$ 3,000		0.00%	\$ 494
Games Vending Machines	\$ 3,000	\$ 953	31.77%	\$ 3,000		0.00%	\$ 953
Vending Food	\$ 2,000	\$ 148	7.40%	\$ 3,000	\$ 5	0.17%	\$ 143
Sponsorships	\$ 185,000	\$ 116,051	62.73%	\$ 230,000	\$ 89,950	39.11%	\$ 26,101
Pro Shop	\$ 7,000	\$ 3,339	47.70%	\$ 7,000	\$ 4,503	64.33%	\$ (1,164)
Programs	\$ 20,000		0.00%	\$ 20,000	\$ -	0.00%	\$ -
Rental Income	\$ 683,500	\$ 449,944	65.83%	\$ 727,850	\$ 226,550	31.13%	\$ 223,394
Camps/Clinics	\$ 50,000	\$ 24,860	49.72%	\$ 50,000	\$ 13,960	27.92%	\$ 10,900
Tournaments	\$ 50,000		0.00%	\$ 55,000		0.00%	\$ -
TOTAL CHARGE FOR SERVICES	\$ 1,025,000	\$ 606,964	59.22%	\$ 1,122,850	\$ 334,968	29.83%	\$ 271,996

CITY OF AUBURN, MAINE
EXPENDITURES - NORWAY SAVINGS BANK ARENA
Through January 31, 2022 compared to January 31, 2021

DESCRIPTION	ACTUAL			ACTUAL			VARIANCE
	FY 2022 BUDGET	EXPENDITURES THRU JAN 2022	% OF BUDGET	FY 2021 BUDGET	EXPENDITURES THRU JAN 2021	% OF BUDGET	
Salaries & Benefits	\$ 339,437	\$ 124,123	36.57%	\$ 328,913	\$ 142,781	43.41%	\$ (18,658)
Purchased Services	\$ 123,928	\$ 50,888	41.06%	\$ 120,000	\$ 71,578	59.65%	\$ (20,690)
Supplies	\$ 79,000	\$ 39,952	50.57%	\$ 83,000	\$ 41,689	50.23%	\$ (1,737)
Utilities	\$ 250,350	\$ 124,102	49.57%	\$ 244,650	\$ 117,012	47.83%	\$ 7,090
Capital Outlay	\$ 42,500	\$ -	0.00%	\$ 50,000	\$ -	0.00%	\$ -
Rent	\$ -	\$ -		\$ -	\$ -		\$ -
	\$ 835,215	\$ 339,065	40.60%	\$ 826,563	\$ 373,060	45.13%	\$ (33,995)
GRAND TOTAL EXPENDITURES	\$ 835,215	\$ 339,065	40.60%	\$ 826,563	\$ 373,060	45.13%	\$ (33,995)



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: March 7, 2022

Subject: Executive Session

Information: Economic development, pursuant to 1 M.R.S.A. Section 405(6) (C).

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

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

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

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

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

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

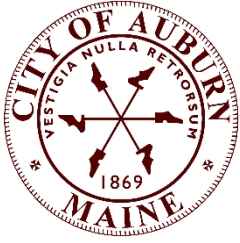
D. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both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

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

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

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

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



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: March 7, 2022

Subject: Executive Session

Information: Contract negotiations, pursuant to 1 M.R.S.A. Section 405(6) (D).

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

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

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

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

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