



City Council Meeting and Workshop

May 7, 2012

Agenda

5:30 P.M. Workshop

- A. Community Development 2012 Action Plan – Reine Mynahan
- B. New Freedom Access Grant Program – Dan Goyette
- C. Temporary sign request from Park Avenue Elementary School – Sue Clements-Dallaire
- D. Marshall's Popcorn Truck sale proposal – Don Gerrish
- E. Update on double surface ice hockey arena – Denis D'Auteuil
- F. Appointment of Ward Clerk – Sue Clements-Dallaire

7:00 P.M. City Council Meeting

Pledge of Allegiance

- I. Consent Items** – All items listed with an asterisk (*) are considered as routine and will be approved in one motion. There will be no separate discussion of these items unless a Councilor or citizen so requests. If requested, the item will be removed from the consent agenda and considered in the order it appears on the agenda.

II. Minutes

- April 17, 2012 City Council Meeting Minutes.
- April 23, 2012 Special City Council Meeting Minutes.

III. Reports

Mayor's Report

Committee Reports

- Transportation
 - Androscoggin Transportation Resource Center – Mayor LaBonte
 - Lewiston Auburn Transit – Councilor Gerry
 - Airport, Railroad – Councilor Hayes
- Housing
 - Community Development Block Grant, Neighborhood Stabilization Program, Auburn Housing Authority – Councilor Gerry
- Economic Development
 - L-A Economic Growth Council, Auburn Business Development Corp. – Councilor Shea
- Education
 - Auburn School Committee – Councilor Young
 - Auburn Public Library – Councilor LaFontaine
 - Great Falls TV – Councilor Young and Councilor Shea
- Environmental Services
 - Auburn Water District, Auburn Sewerage District – Councilor Crowley
 - Mid-Maine Waste Action Corp. – Councilor Walker
- Recreation
 - Recreation Advisory Board – Councilor Walker
- Public Safety

Auburn City Council Meeting & Workshop

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- LA 911 – Councilor Walker

City Councilors' Reports

Interim City Manager's Report

IV. Communications, Presentations and Recognitions

- V. **Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*. Time limit for open sessions, by ordinance, is 45 minutes.

VI. Public Comment on Municipal Budget

VII. Unfinished Business

1. Order 23-04172012

Adopting the Community Development 2012 Action Plan. This item was postponed at the 4/17/2012 Council Meeting.

VIII. New Business

2. Order 25-05072012

Authorizing the Interim City Manager or his designee to continue to pursue grants from the Federal Transit Administration's (FTA) New Freedom Access Grant Program.

3. Order 26-05072012

Authorizing Park Elementary School to place temporary signs for its May Fair and Auction to be held on May 19, 2012.

4. Order 27-05072012

Authorizing the Interim City Manager to sell the Marshall's Popcorn Truck.

5. Order 28-05072012

Appointing a Ward Clerk for Ward 2 for the June Primary Election.

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

X. Future Agenda/Workshop Items

XI Adjournment

Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become a matter of public discussion. In order to go into executive session, a Councilor must make a motion in public. The motion must be recorded, and 3/5 of the members of the Council must vote to go into executive session. An executive session is not required to be scheduled in advance as an agenda item, although when it is known at the time that the agenda is finalized, it will be listed on the agenda. The only topics which may be discussed in executive session

City Council Workshop Information Sheet

City of Auburn



Council Meeting Date: May 7, 2012

Item # A

Author: Reine Mynahan, Community Development Director

Subject: Adoption of 2012 Action Plan

Information:

The budget for the Community Development Program must be submitted to the U. S. Department of Housing and Urban Development by May 14, 2012. Prior to submission, the budget must be adopted by the Auburn City Council. The budget includes six funding sources: Community Development Block Grant, HOME Investment Partnerships Program, Urban Development Action Grant, Lead Hazard Control Grant, Neighborhood Stabilization Program, NSP-1 and NSP-3.

Financial:

The Community Development Block Grant Program proposed budget for FY2012 is 990,603 from the following sources: new grant \$487,488, reprogrammed funds of \$243,115, and program income \$260,000. The HOME Investment Partnerships Program proposed budget for FY2012 is \$714,151 from the following sources: new grant \$380,104 which is shared with the City of Lewiston, carryover of \$166,717, and program income of \$42,330. Additional funds are included in the budget from a number of grants from prior year funds as follows: Urban Development action Grant for \$161,268, Lead Hazard Control Grant for \$5,500, and Neighborhood Stabilization grants for \$11,800.

Action Requested at this Meeting: Recommend passage.

Previous Meetings and History: Workshops on February 27, April 2, April 17, and April 27. This item was postponed at the April 17, 2012 meeting.

Changes to the proposed budget include Municipal Beach master planning and improvements, Micro Loan Program, elimination of Down Payment Assistance Program, the inclusion of two social services, Androscoggin Head Start, Catholic Charities/Residential Shelter, increase in the Auburn Recreation Scholarship Program, increase to the Municipal Beach budget, reduction of \$150,000 to the Rehabilitation Program budget with those funds redirected to sidewalks, the YouthBuild project, and elimination of the Roak Block project.

Attachments: Under item #1 (tab #1 in notebooks).

- Memo to Acting City Manager
- FY2012 Action Plan
- Order 23-04172012



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 7, 2012

Item: B

Author: Dan Goyette, City Engineer

Subject: New Freedom Grant Program

Information:

The City has applied for a number of grants under the Federal Transit Administration's (FTA) New Freedom Program. This competitive grant program is open to municipalities that have year-round fixed-route (bus service) transit and a demonstrated need to improve access to transit services for individuals with disabilities on municipal or state-owned property.

Project Eligibility: (projects must be built this year and total construction costs cannot exceed \$50,000 per project)

The project proposal must meet three basic criteria:

- Municipality must have year-round fixed-route transit service;
- Project site must be on municipal or state-owned property (no right-of-way acquisitions);
- Project will enhance or improve access for individuals with disabilities to use fixed-route transit.

Examples of eligible projects include:

- ADA accessible ramps
- Pedestrian signalization such as accessible pedestrian systems, pedestrian countdown heads, pedestrian activated flashing beacons
- New sidewalks and sidewalk improvements.

Projects must demonstrate that the cost estimate, deliverability and scope of work are practicable.

Proposed Projects:

The City has applied for three grants under the program. These projects were identified with the assistance of Marsha Bennett, Transit Coordinator with AVCOG. The three projects are the installation of ADA ramps on Elm Street, installation of a new crosswalk on Elm Street, and the installation of ADA ramps on Lake Auburn Avenue.

Financial:

- MaineDOT provides 100% funding for construction costs
- MaineDOT will administer and manage the construction contracts
- Total construction costs cannot exceed \$50,000 per project
- Design costs - MaineDOT will administer and manage the design portion of the projects
- MaineDOT will fund the design costs

Action Requested at this Meeting: Recommend passage

Previous Meetings and History:

A Letter of Intent was submitted on March 29, 2012. A site walk to review the projects was held on April 4th with Penny Vaillancourt, Maine DOT New Freedom Program Manager, Dan Stewart, MDOT Bike & Pedestrian Program Manager and Paul Macdonald, MDOT Project Manager. The three identified projects were met with very positive reviews with regards to their applicability under the program guidelines and their ability to be constructed within the available budget.

Attachments: Under item #2 (tab #2 in notebooks).

- Project map
- Order 25-05072012



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 7, 2012

Item: C

Author: Sue Clements-Dallaire, Acting City Clerk

Subject: Temporary sign placement for Park Elementary School

Information:

Park Avenue Elementary School is holding its annual May Fair and Auction on Saturday, May 19 from 10am - 1pm indoors at Park Ave. Elementary School, 161 Park Ave, Auburn, Maine. The event is organized by the school's PTO. Proceeds from the event (May Fair and Auction) go towards funding student enrichment opportunities as well as programs fostering student literacy and math skills, and initiatives to promote family involvement in the school community.

They are requesting to place temporary signs throughout Auburn to be placed May 8th (pending Council approval) and picked up no later than May 21st.

Businesses and private property owners will be asked permission prior to sign placement. Sign will be placed so as not to obstruct other signage already in place, including road and traffic signs and so as not to obstruct vision for traffic patterns.

Financial: N/A

Action Requested at this Meeting: Recommend passage.

Previous Meetings and History: N/A

Attachments: Under agenda item #3 (tab #3 in notebooks).

- Sign placement request letter
- Image of sign
- Order 26-05072012



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: 5/7/2012

Item: D

Author: Ravi Sharma, Parks & Recreation Director

Subject: Marshall's Popcorn Truck

Information: To discuss and take action on a proposal for purchase of the Marshall's Popcorn Truck.

Financial:

Action Requested at this Meeting: Recommend passage

Previous Meetings and History: N/A

Attachments: Under item #4, tab #4 in notebooks.

- Email from Mr. Demarest
- Purchase Proposal
- Order 27-05072012



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: 5/7/2012

Item: E

Author: Ravi Sharma

Subject: Double Surface Ice Arena

Information: The Public Service Team will update council and members of the public about a double surface ice arena. Information covered will include; Basic floor plan, amenities and capacity. Information regarding three potential building sites will also be presented.

Financial:

Action Requested at this Meeting: Discussion only

Previous Meetings and History: March 31st & April 4th.

Attachments: None



City Council Workshop Information Sheet

City of Auburn

Council Workshop Date: May 7, 2012

Item # F

Author: Susan Clements-Dallaire, Acting City Clerk

Subject: Replacing a Ward Clerk for the June Primary.

Information: On April 2, 2012, the City Council appointed Wardens and Ward Clerks for the various polling places for the May and June elections from the Acting City Clerk's nominations; however, the individual appointed to serve as Ward Clerk in Ward 2 has had to resign. I am recommending the following replacement:

Beverly Ouellette Ward Clerk Ward 2

Financial: N/A

Action Requested at this Meeting: Recommend passage

Previous Meetings and History: N/A

Attachments: Under Agenda item # 5, (tab #5 in notebooks).

- Order 28-05072012

IN COUNCIL SPECIAL MEETING APRIL 17, 2012 VOL. 33 PAGE 24

Mayor LaBonte called the meeting to order at 7:05 P.M. Councilors Hayes and Young had excused absences.

I. Consent Items

None

II. Minutes

Motion was made by Councilor Gerry and seconded by Councilor Shea to approve the minutes of the April 2, 2012 Regular City Council Meeting and the April 5, 2012 Special City Council Meeting. Passage 5-0.

III. Reports

Mayor's Report, reported

- May 26 Memorial Day Parade

Committee Reports

- Androscoggin Transportation Resource Center – Mayor LaBonte, no report
- Lewiston Auburn Transit – Councilor Gerry, no report
- Airport, Railroad – Councilor Hayes, absent
- Housing
 - Community Development Block Grant, Neighborhood Stabilization Program, Auburn Housing Authority – Councilor Gerry, no report
- Economic Development
 - L-A Economic Growth Council, Auburn Business Development Corp. – Councilor Shea, no report
- Education
 - Auburn School Committee – Councilor Young, absent
 - Auburn Public Library – Councilor LaFontaine, no report
 - Great Falls TV – Councilor Young and Councilor Shea, no report
- Environmental Services
 - Auburn Water District, Auburn Sewerage District – Councilor Crowley reported
 - Mid-Maine Waste Action Corp. – Councilor Walker, no report
- Recreation
 - Recreation Advisory Board – Councilor Walker reported

City Councilors' Reports

- Councilor Shea
- Councilor LaFontaine
- Councilor Crowley

Interim City Manager's Report, reported

- Update on the search for a City Manager
- City Council schedule

IN COUNCIL SPECIAL MEETING APRIL 17, 2012 VOL. 33 PAGE 25

Finance Director, Jill Eastman – March 2012 Monthly Report

Motion was made by Councilor Lafontaine and seconded by Councilor Gerry to accept the report. Passage 5-0.

IV. Communications, Presentations and Recognitions

V. Open Session

Larry Pelletier, New Auburn
Jason Levesque, 264 Beech Hill Road

VI. Unfinished Business

VII. New Business

1. **Order 22-04172012** – Setting the date of May 8, 2012 for the School Budget Validation Referendum to be held at Auburn Hall and the time for opening the polls.

Motion was made by Councilor Shea and seconded by Councilor Gerry to postpone this item to the special meeting on April 23, 2012. Passage 5-0.

2. **Order 23-04172012** – Adopting the Community Development 2012 Action Plan.

Motion was made by Councilor Shea and seconded by Councilor Crowley to postpone this item. (Note: Item will appear on next regular meeting agenda for action or postponement to date certain.) Passage 5-0.

3. **Order 24-04172012** – Authorizing Safe Voices to place temporary signs for its 2012 Walk to End Domestic Violence.

Motion was made by Councilor Shea and seconded by Councilor Lafontaine for passage. Passage 5-0.

VIII. Open Session

No public comment

IX. Executive Session

Motion was made by Councilor Lafontaine and seconded by Councilor Shea to go into Executive Session, pursuant to 1 M.R.S.A. §405(6)(A), for discussion of personnel issues and, pursuant to 1 M.R.S.A. §405(6)(C), for the discussion of the acquisition of real or personal property. Passage 4-1 (Gerry), 7:52 P.M.

IN COUNCIL SPECIAL MEETING APRIL 17, 2012 VOL. 33 PAGE 26

The Mayor declared Executive Session over at 10:35 P.M.

X. Future Agenda/Workshop Items

Councilor Gerry would like to discuss the LA Arts 1995 designation as the Official Local Arts Agency for Auburn and would like to revisit the Police Department agreement with PAL and the Parks & Rec department.

XI Adjournment

Motion was made by Councilor Shea and seconded by Councilor Lafontaine to adjourn.
Passage 5-0, 10:40 P.M.

A TRUE COPY.

ATTEST 
Susan Clements-Dallaire, Acting City Clerk

IN COUNCIL SPECIAL MEETING APRIL 23, 2012 VOL. 33 PAGE 27

Mayor LaBonte called the meeting to order at 7:00 P.M. All Councilors were present.

I. New Business

Motion by Councilor LaFontaine and seconded by Councilor Walker to amend the agenda by adding an Executive Session for discussion about a personnel issue, pursuant to 1 M.R.S.A. §405(6)(A) to discuss the Manager search. Passage 6-1 (Councilor Gerry).

1. Order 25-04172012 – Approving the School Budget for Fiscal Year 2012/2013.

Motion was made by Councilor Shea and seconded by Councilor Walker for passage. Passage 5-2 (Councilors Crowley and Gerry).

Public Comment:

Brenda Parker, 93 Gamage Ave.
Linda Sherwood, 13 Highland Ave.
Female resident, Park Ave.

2. Order 26-04172012 – Authorizing the City Manager to execute an Option Agreement Addendum on 1 Minot Avenue.

Motion was made by Councilor LaFontaine and seconded by Councilor Walker for passage. Passage 6-0 (Councilor Hayes abstained).

II. Unfinished Business

1. Order 22-04172012 – Setting the date of May 8, 2012 for the School Budget Validation Referendum to be held at Auburn Hall and the time for opening the polls.

Motion was made by Councilor Shea and seconded by Councilor LaFontaine for passage. Passage 5-2 (Councilors Crowley and Gerry).

III. Executive Session

Motion was made by Councilor LaFontaine and seconded by Councilor Walker to go into Executive Session, pursuant to 1 M.R.S.A. §405(6)(A), for discussion of personnel issues. Passage 6-1 (Gerry), 7:30 P.M.

The Mayor declared Executive Session over at 7:50 P.M.

IV. Adjournment

Motion was made by Councilor Gerry and seconded by Councilor Shea to adjourn. Passage 6-0 (Councilor was absent during the vote), 7:52 P.M.

IN COUNCIL SPECIAL MEETING APRIL 23, 2012 VOL. 33 PAGE 28

A TRUE COPY.

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

**City Council
Agenda Information Sheet**

City of Auburn



Council Meeting Date: May 7, 2012

Order #23-04172012

Author: Reine Mynahan, Community Development Director

Subject: Adoption of 2012 Action Plan

Information:

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Financial:

The Community Development Block Grant Program proposed budget for FY2012 is 990,603 from the following sources: new grant \$487,488, reprogrammed funds of \$243,115, and program income \$260,000. The HOME Investment Partnerships Program proposed budget for FY2012 is \$714,151 from the following sources: new grant \$380,104 which is shared with the City of Lewiston, carryover of \$166,717, and program income of \$42,330. Additional funds are included in the budget from a number of grants from prior year funds as follows: Urban Development action Grant for \$161,268, Lead Hazard Control Grant for \$5,500, and Neighborhood Stabilization grants for \$11,800.

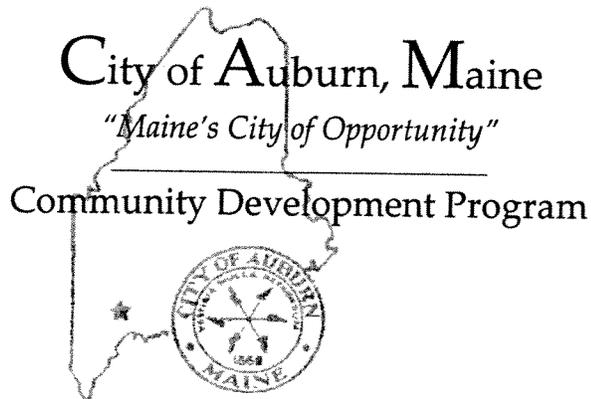
Action Requested at this Meeting: Recommend passage.

Previous Meetings and History: Workshops on February 27, April 2, April 17, and April 27. This item was postponed at the April 17, 2012 meeting.

Changes to the proposed budget include Municipal Beach master planning and improvements, Micro Loan Program, elimination of Down Payment Assistance Program, the inclusion of two social services, Androscoggin Head Start, Catholic Charities/Residential Shelter, increase in the Auburn Recreation Scholarship Program, increase to the Municipal Beach budget, reduction of \$150,000 to the Rehabilitation Program budget with those funds redirected to sidewalks, the YouthBuild project, and elimination of the Roak Block project.

Attachments:

- Memo to Acting City Manager
- FY2012 Action Plan
- Order 23-04172012



TO: Donald Gerrish, Interim City Manager
FROM: Reine Mynahan, Community Development Director 
RE: Revisions to FY2012 Community Development Budget
DATE: May 1, 2012

As a result of the last Community Development workshop, I have made several changes to the budget as follows:

- The Rehabilitation Program from the Community Development Program has been cut by \$150,000—these funds were placed in the sidewalk project;
- The YouthBuild activity was included in the HOME budget with funding from the Homebuyer Program. This requires the dedication of a tax acquired property at 73 Paul Street;
- Auburn Housing Authority has elected not to accept a loan to replace the Roak Block windows—funds were redirected to the Homebuyer Program.
- Last, the unallocated funds of \$31,113 were directed to the sidewalk project.

Attached is the FY2012 Action Plan, ready for adoption.



City of Auburn, Maine

FY2012 Action Plan

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Appendices

- Form SF-424 for CDBG and HOME
- Certifications
- Meeting Records
- Table 3A and 3B, Summary of Specific Annual Objectives and Affordable Housing Completion Goals
- Community Development and HOME Activities Project Summary Sheets
- Resolve: Adoption of FY2012 Action Plan

Executive Summary

The City of Auburn receives an annual Community Development Block (CDBG) grant from the United States Housing and Urban Development. Also, the Cities of Auburn and Lewiston formed a consortium to become eligible to receive HOME funds. This brings additional resources to both communities to assist in creating affordable housing. The HOME allocation is shared with the City of Lewiston.

Resources available during the FY2012 Plan period are identified below.

Community Development Block Grant	
FY2012 Allocation	\$487,488
FY2012 Program Income	260,000
Reprogrammed Funds	243,115
Total	\$990,603

HOME Investment Partnerships Program	
FY2012 Allocation	\$380,104
FY2012 Program Income	42,330
Prior Year Funds	166,717
Reprogrammed Funds	125,000
Total	\$714,151

Other Federal Resources	
Urban Development Action Grant	\$161,268
Lead Hazard Control Grant	5,500
Neighborhood Stabilization Program Grant NSP-1	5,000
Neighborhood Stabilization Program Grant NSP-3	6,800
Total	\$178,568

These federal funds will leverage \$1,813,902 in other resources.

The FY2012 Action Plan includes goals and objectives for the coming year for both Auburn and Lewiston with HOME Investment Partnerships Program funds.

Annual Objectives

Auburn

1. Quality affordable housing (Outcome is Affordability)
 - a 15 owner and rental units rehabilitated (none made lead safe)
 - b 15 owner and rental units weatherized

City of Auburn
FY2012— Third Program Year Action Plan

- c** 10 buyers assisted to purchase a home
- d** 30 owners assisted to heat their homes
- e** 10 homeless or at-risk of homelessness assisted with security deposits (accessibility)

2. Attractive neighborhoods (Outcome is Sustainability)

- a** 2,510 linear feet of improved streetscapes –
 - repaved sidewalks/granite curbing
 - Landscaping/trees
- b** 5 building exteriors improved

3. Economic opportunity (Outcome is Availability)

- a** 5 micro-business start-ups assisted

4. High quality of life for residents (Outcome is Accessibility)

- a** residents assisted to access services that provide life and job skills training
 - 167 children, youth, and their families
 - 173 individuals
 - 20 homeless individuals

Strategies

These are the ways that the objectives for FY2012 will be accomplished. The current strategies for accomplishing the objectives include:

- Low or no interest loans, often deferred for a period of time, and repaid into revolving loan funds, for the purposes of:
 - Assisting new owners to buy single family or multi-family homes;
 - Helping owners to rehabilitate and weatherize their homes;
 - Helping landlords to rehabilitate and weatherize buildings for low- and moderate income tenants;
 - Assisting owners and landlords in target neighborhoods to improve the exterior of their homes;
 - Providing security deposit help for homeless people;
 - Helping owners with heating bills;
 - Helping small businesses improve their buildings; and
 - Helping with small businesses assistance.
- Neighborhood public improvements, such as:
 - Streetscape improvements, including repaved sidewalks and landscaping; and
 - Municipal parks and playground equipment;
- Staff counseling and advice to housing market participants:
 - Financial planning for homeowners;
 - Rehabilitation advice and construction monitoring;
 - Education for landlords and homeowners about lead hazards and testing; and
 - Relocation for residents displaced by Community Development activities.

City of Auburn
FY2012— Third Program Year Action Plan

- Grants for the purposes of:
 - Life and job skills training for residents; and
 - Building exterior improvements

Lewiston

1. Quality affordable housing (Outcome is Affordability)
 - a. 5 owner units rehabilitated
 - b. 2 buyers assisted to purchase a home
 - c. 25 homeless or at-risk of homelessness assisted with security deposits

Strategies

- Low or no interest loans, often deferred for a period of time, and repaid into revolving loan funds, for the purposes of:
 - Assisting new owners to buy single family or multi-family homes;
 - Helping owners to rehabilitate and weatherize their homes;
 - Helping developers to build new affordable rental housing;
 - Providing security deposit help for homeless people;

Past Performance

To give an idea of the contribution of the Community Development program to the quality of life in Auburn, here is what the program has accomplished in the previous year:

- Helped to rehabilitate 125 owner and renter residential units, 68 of which are now lead safe and 19 are fully weatherized;
- Helped 3 homebuyers to purchase a single family home or multi-unit dwelling;
- Assisted 841 residents to access social services that improve quality of life;
- Assisted 16 owners to heat their homes;
- Renovated 2 building exteriors;
- Demolished seven substandard housing units; and
- Made 2,940 linear feet of streetscape improvements – repaved sidewalks and landscaping

FY2012 ACTION PLAN

Citizen Participation

The planning process for the FY2012 Action Plan, the third year of the City of Auburn's 5-Year Strategic Plan, started with scheduling activities and identifying deadlines for completing the process to submit to the Department of Housing and Urban Development.

- On November 1, 2011 the Cities of Auburn and Lewiston posted a notice of public service application availability in the Lewiston newspaper. Proposals were due December 1, 2011.
- A meeting of the Citizens Advisory Committee meeting was held on February 15, 2012 and open to the public. Nine members of the CAC reviewed the proposed Annual Plan and budget (minutes are attached). The CAC consists of 19 Auburn residents, a diverse group representing Auburn's target areas, Lewiston-Auburn Alliance for Services to the Homeless, social service agencies, City Council, Community Development Loan Committee, tenants, non-profit housing developer, Auburn Housing Authority, and a realtor.
- On February 27, 2012 Community Development staff met with the Auburn City Council to review the proposed budget. Staff met three subsequent times, April 2, April 17, and April 27. Annual budget and objectives were established for the year. All meetings were broadcasted on a local television station.
- A notice of Action Plan availability was published in the Lewiston Daily Sun on March 2, 2012. A hard copy of the draft Action Plan was available at no cost and the Action Plan was posted to the City's web site. The 30-day comment period expired April 2, 2012. There were no comments from the public.
- A notice of public hearing and proposed use of funds was published in the Lewiston Sun Journal on April 10, 2012. The notice included a description of proposed activities included changes to the budget from what had been proposed at the beginning of the comment period. Another meeting notice was published on May 3rd. The Action Plan was adopted on May 7, 2012 following a public hearing.

The Community Development Program has solid citizen involvement throughout the year by encouraging participation in administering the various programs and special projects. Commercial, Rehabilitation, Demolition, Homebuyer and Homeowner Rehabilitation loans are reviewed and approved by a 9-member committee consisting of three bankers and Auburn residents, two of which are low-income persons and two from target areas. There are two committees involved in the Neighborhood Stabilization Program, the Community Development Loan Committee who approves applications for participation, and the Neighborhood Stabilization Program Advisory Committee who approves the purchase and project budget.

City of Auburn
 FY2012— Third Program Year Action Plan

Other initiatives undertaken by Community Development staff also involve citizen participation. For the last decade Auburn participated in the Lewiston-Auburn

Alliance for Services to the Homeless made up of 20+ members from public service Agencies. For the past six years, a 9-member Security Deposit Committee had worked on administering a security deposit program and a 7-member Public Policy Committee is working on implementation of the 10-Year Plan to End Homelessness.

Comment: There was concern amongst members of the Citizen’s Advisory Committee that funding the social services had been reduced and we would not be able to meet our goals. There was also concern about starting the new Curb Appeal Grant Program at a time of dwindling resources.

Resources

The resources to implement this FY2012 Action Plan are Community Development Block Grant, HOME Investment Partnerships Program, Urban Development Action Grant, Neighborhood Stabilization Program, Lead Hazards Control Grant as well as other leveraged resources. Resources available during the FY2012 Plan period are identified below.

FEDERAL GRANT RESOURCES

Community Development Block Grant	
FY2012 Allocation	\$487,488
FY2012 Program Income	260,000
Reprogrammed Funds	243,115
Total	\$990,603

HOME Investment Partnerships Program	
FY2012 Allocation	\$380,104
FY2012 Program Income	42,330
Prior Year Funds	166,717
Reprogrammed Funds	125,000
Total	\$714,151

Other Federal Resources	
Urban Development Action Grant	\$161,268
Lead Hazard Control Grant	5,500
Neighborhood Stabilization Program Grant NSP-1	5,000
Neighborhood Stabilization Program Grant NSP-3	6,800
Total	\$178,568

LEVERAGED RESOURCES

Federal funds will leverage \$1,813,902 in additional resources as match from various loan programs and public service activities provided all budgets are spent.

City of Auburn
 FY2012— Third Program Year Action Plan

LEVERAGED FUNDS

ACTIVITIES	AMOUNT
Weatherization (Department of Energy)	\$ 51,675
Micro-Loan Program	32,500
Rehabilitation	20,000
Rebuilding Together	5,000
Curb Appeal Program	25,000
Social Services	151,727
Homebuyer/Bank Funds	500,000
YouthBuild	1,028,000
Total	\$1,813,902

The Cities of Auburn and Lewiston formed a consortium to become eligible to receive HOME funds. This brings additional resources to the communities to assist in creating affordable rental housing, encouraging home ownership, assisting home owners with repairs, and helping the homeless to become renters.

The FY2012 Action Plan includes goals and objectives for the coming year for both Auburn and Lewiston with HOME Investment Partnerships Program funds.

The chart summarizes the priorities and specific objectives the City of Auburn intends to initiate.

	Objective Category Decent Housing		Objective Category: Expanded Economic Opportunities		Objective Category: Expanded Economic Opportunities
	Affordability		Sustainability		Availability and Accessibility
X	assisting homeless persons obtain affordable housing	X	improving the safety and livability of neighborhoods	X	job creation and retention
X	assisting persons at risk of becoming homeless	X	eliminating blighting influences and the deterioration of property and facilities	X	establishment, stabilization and expansion of small business (including micro-businesses)
n/a	retaining the affordable housing stock	X	increasing the access to quality public and private facilities	X	the provision of public services concerned with employment
n/a	increasing the availability of affordable permanent housing in standard condition to low-income and moderate-income families, particularly to members of disadvantaged minorities without discrimination on the basis of race, color, religion, sex, national origin, familial status, or disability		reducing the isolation of income groups within areas through spatial deconcentration of housing opportunities for lower income persons and the revitalization of deteriorating neighborhoods	X	the provision of jobs to low-income persons living in areas affected by those programs and activities under programs covered by the plan
n/a	increasing the supply of supportive housing which includes structural features and services to enable persons with special needs (including persons with HIV/AIDS) to live in dignity and independence	n/a	restoring and preserving properties of special historic, architectural, or aesthetic value	X	availability of mortgage financing for low income persons at reasonable rates using non-discriminatory lending practices
n/a	providing affordable housing that is accessible to job opportunities	X	conserving energy resources and use of renewable energy sources	X	access to capital and credit for development activities that promote the long-term economic social viability of the community

City of Auburn
 FY2012— Third Program Year Action Plan

Description of Activities and Objectives

The FY2012 Action Plan includes objectives for the coming year that will be funded from \$990,603 in Community Development Funds and \$516,842 in HOME Investment Partnerships Program funds for the City of Auburn, \$197,309 in HOME Investment Partnerships Program funds for the City of Lewiston, \$161,268 in UDAG Grant funds, and \$17,300 from other grants.

Reprogrammed Community Development funds of \$243,115 are from the following activities: Rehabilitation Program, Lead Match, Winterize L/A; Down Payment Assistance, Economic Stimulus, Tedford Housing, and Good Neighbor Start-up. Reprogrammed HOME funds is from the rental loan pool. Reprogrammed funds from UDAG are from the Roak Block project funded in FY2011. A summary of the budget follows.

COMMUNITY DEVELOPMENT BLOCK GRANT BUDGET

	REPROGRAMMED FUNDS	NEW ALLOCATION	PROJECTED INCOME	TOTAL BUDGET
Planning and Administration				
Program Administration		\$84,500	* \$31,500	\$116,000
Housing Administration		81,000		81,000
Goods And Services		32,700		32,700
Economic Development				
Micro Loan Program		36,500	28,500	65,000
Affordable Housing				
Rehabilitation Loan Program			150,000	150,000
Lead Testing/Clearance/Training		5,000		5,000
Community Concepts Inc./Weatherization	62,500			62,500
Rebuilding Together		2,000		2,000
Curb Appeal Program	50,000			50,000
Public Improvements				
Sidewalks	130,615	248	** 50,000	180,863
Boys & Girls Club Drainage Improvements		10,000		10,000
Washburn School Playground		11,040		11,040
Municipal Beach Master Plan/Improvements		62,500		62,500
Acquisition & Demolition				
New Auburn River Trail/Acquisition & Demolition 9 Broad Street		75,000		75,000
Public Services				
Androscoggin Head Start/Family Advocacy		8,500		8,500
Auburn Recreation Scholarships		28,000		28,000
Literacy Volunteers/Adult Literacy		8,500		8,500
Safe Voices/Social Services		8,000		8,000
Heating Assistance Loans		25,000		25,000
Tedford Housing		3,000		3,000
Catholic Charities/Search		2,500		2,500
Catholic charities/Residential Shelter		3,500		3,500
Total Expenditures	\$243,115	\$487,488	\$260,000	\$990,603

* Miscellaneous Program Income and Down Payment Assistance Income
 ** Rehabilitation Program Income

City of Auburn
 FY2012— Third Program Year Action Plan

AUBURN HOME INVESTMENT PARTNERSHIPS PROGRAM BUDGET

	PRIOR YEAR FUNDS	REPROGRAMMED FUNDS	NEW ALLOCATION	PROJECTED INCOME	TOTAL BUDGET
Planning and Administration					
Program Administration			26,500		26,500
Project Delivery Costs			40,000		40,000
Analysis to Impediments to Fair Housing			5,000		5,000
Goods And Services			3,500		3,500
Affordable Housing					
Homebuyer Assistance Program	93,415	85,000	25,295	12,400	216,110
Homebuyer Assistance/YouthBuild		40,000			40,000
Homeowner Rehabilitation	50,000		97,359	18,800	166,159
Tenant Based Rental Assistance/Security Deposits	14,773			4,800	19,573
Total	\$158,188	\$125,000	\$197,654	\$36,000	\$516,842

LEWISTON HOME INVESTMENT PARTNERSHIPS PROGRAM BUDGET

	PRIOR YEAR FUNDS	NEW ALLOCATION	PROJECTED INCOME	TOTAL BUDGET
Salaries				
Program Administration				
Affordable Housing				
Homebuyer Assistance		11,403		\$11,403
Homeowner Rehabilitation	508	30,000	1,391	\$31,899
*Rental Housing Development	1,149	118,547	3,989	\$123,685
Tenant Based Rental Assistance/Security Deposits		12,500		\$12,500
	6,872	10,000	950	\$17,822
Total Budget	\$8,529	\$182,450	\$6,330	\$197,309

URBAN DEVELOPMENT ACTION GRANT/PRIOR YEAR FUNDS

	TOTAL BUDGET
Community Little Theater Loan	\$40,000
New Auburn River Trail Improvements	96,268
Great Falls Park/Master Plan	25,000
Total UDAG Budget	\$161,268

OTHER GRANTS/PRIOR YEAR FUNDS

	TOTAL BUDGET
Lead Hazard Control Grant	\$5,500
Neighborhood Stabilization Program Grant (NSP-1)	5,000
Neighborhood Stabilization Program Grant (NSP-3)	6,800
Total Budget	\$17,300

City of Auburn
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The following identifies the programs or activities to address the priority needs, specific goals and objectives identified in the 2010-14 Consolidated Plan, and the outcomes for the coming year.

GOAL: QUALITY AFFORDABLE HOUSING

AUBURN OBJECTIVES

- a** 15 owner and rental units rehabilitated none of which will be made lead safe (affordability)
- b** 15 owner and rental units weatherized (affordability)
- c** 10 buyers assisted to purchase a home (affordability)
- d** 30 owners assisted to heat their homes (sustainability)
- g** 10 homeless or at-risk of homelessness assisted with security deposits (accessibility)

LEWISTON OBJECTIVES

- a** 5 owner units rehabilitated all of which will be lead safe (affordability)
- b** 2 buyers assisted to purchase a home (affordability)
- c** 25 homeless or at-risk of homelessness assisted with security deposits (accessibility)

HOMEBUYER ASSISTANCE: Grants and loans and will be available to promote home ownership in target areas as well as in outlying parts of Auburn. The City offers credit counseling, and purchase subsidy. Assistance is available to households whose income is less than 80% of median to purchase homes.

Homebuyer Loan Program (Funding Source/HOME)—The program assists new homebuyers. The City will match the applicants savings three dollars for each dollar saved up to \$5,000 to cover the down payment. The City will also provide a \$15,000 interest-free loan amortized for 30 or 40 years, depending on need. The program is available to participants who can obtain standard financing. The City will work with applicants whose credit is not adequate to obtain a mortgage to correct their credit, reduce debt, or work on financial stability. The HOME assistance anticipates that housing ratios will be between 25-32% of income for mortgage payment, taxes and insurance.

REHABILITATION: Loans will be available for housing renovations to owner-occupied and investor-owned housing to eliminate substandard housing conditions, improve or update long-term maintenance of residential buildings, make homes lead-safe, decrease the consumption of energy resources thereby lowering the housing cost burden, make housing accessible, improve building exteriors, and assist with temporary or permanently displaced tenants. Various types of loans are available, depending on income and whether or not the property is in a target area.

Auburn offers two types of assistance: 1) deferred loans for households with income less than 65% of median income which requires no payment until the owner's income increases above 65% of median; and 2) amortized loans. Auburn also offers

City of Auburn
FY2012— Third Program Year Action Plan

grants to cover the cost of sewer assessments for persons under 80% of median income.

Guidelines to the Rehabilitation Program will be reviewed by the City Council and modified for the coming year.

Energy Funding (Funding Source/Community Development)—The Energy Program assists property owners of rental housing and owner-occupants to substantially reduce the demand for energy resources. This program is available throughout the city.

Spot Rehab (Funding Source/Community Development)—The Spot Rehab Program assists owner-occupants to eliminate conditions detrimental to public health and safety. This program is also available throughout the city.

Residential Rehabilitation (Funding Source/Community Development)—The Residential Rehab Program assists property owners of rental housing and owner-occupants to eliminate substandard housing conditions and improve or update long-term maintenance items. The program is available in target areas and outside the target areas if the owner's income is less than 80% of median.

Lead (Funding Source/Community Development)—The Lead Program assists property owners to eliminate hazards in units of lead-poisoned children. The program is available throughout the City.

Accessible Housing (Funding Source/Community Development)—The Accessible Housing Program assists property owners to make improvements to properties that prevent persons with physical disabilities from visiting or occupying a housing unit. The program is available in target areas and outside target areas if the owner's income is less than 80% of median.

Historic Preservation (Funding Source/Community Development)—The Historic Preservation Program assists property owners of historic structures to make building improvements. The program is available in target areas to properties that are listed in Auburn's Historic Downtown Final Report.

Weatherization Program (Funding Source/Community Development)
—Community Concepts, Inc. will weatherize homes of low-income households with Community Development and Department of Energy resources. The program is available to households with incomes under 65% of area median income in all areas of the City. The City's loan is on a deferred basis. Community Concepts provides an amount at least equal to the City's loan from a Department of Energy grant as match to the program.

Homeowner Rehabilitation/Auburn and Lewiston (Funding Source/HOME)—The Homeowner Rehabilitation Program provides a resource for renovations to owner-occupied units to eliminate substandard housing conditions, improve or update long-term maintenance of residential buildings, make homes lead-safe, decrease the consumption of energy resources thereby lowering the housing cost burden, and assist with temporary or permanently displaced tenants. Loans will be for only the owner units of single and multi-unit residential buildings. Other units within the multi-unit structure will be assisted with Community Development Block Grant funds.

Neighborhood Enhancement Program—This program was created in FY2011 as a new resource for property owners in the target areas to improve the exterior of their properties. The goal is to create attractive neighborhoods.

Curb Appeal Program (Funding Source/Community Development)—Loans and grants will be available to assist property owners of residential and commercial buildings on transportation corridors in target areas to improve the exterior of their property.

REBUILDING TOGETHER (Funding Source/Community Development)— The City will provide a grant to a non-profit to purchase materials to make improvements to two homes owned and occupied by low income Auburn residents.

SECURITY DEPOSIT LOANS/AUBURN AND LEWISTON (Funding Source/HOME)—The Security Deposit program will increase access to rental housing for the homeless population. This is part of Auburn and Lewiston's housing first approach, to place homeless people in housing as quickly as possible. HOME funds will be used to cover security deposits for tenants who receive a rental voucher from Auburn Housing Authority or Lewiston Housing Authority. Requests from applicants who do not receive a rental voucher will be funded with resources obtained from private grants.

RELOCATION/Auburn and Lewiston (Funding Source/Community Development or HOME)—Community Development staff will work with tenants who are displaced by funded projects. Any assistance will be in the form of grants. Relocation expenses for displaced tenants will be taken from the Rehab Program account.

ANALYSIS TO IMPEDIMENTS TO FAIR HOUSING (Funding Source/HOME)—HOME funds will be used to secure the services of a consultant to assist with conducting an analysis to the impediments to fair housing for the cities of Auburn and Lewiston.

GOAL: ATTRACTIVE NEIGHBORHOODS

OBJECTIVES

- a** 2,510 linear feet of improved sidewalks (Sustainability)
- b** 5 building exteriors improved (Sustainability)

SIDEWALK IMPROVEMENTS—The project will to improve sidewalks in the Downtown Target Area. The scope of work is to install new granite curbing with bituminous pavement on the sidewalks, and upgrade the area with landscaping/trees. The project location is Spring Street.

NEIGHBORHOOD BEAUTIFICATION—New commercial and residential rehab programs (see Neighborhood Enhancement Program and Curb Appeal Program above) will be created in FY2012 in an effort to meet a new Consolidated Plan goal—to create attractive neighborhoods, and objective—to improve building exteriors.

BOYS & GIRLS CLUB—The Boys & Girls Club project involves drainage improvements to the back wall of the building at 43 Second Street. This building is a city-owned facility. Many years ago, when the building was renovated to accommodate the Boys & Girls Club, the funding was inadequate to complete all renovations needed.

WASHBURN SCHOOL PLAYGROUND—The City will provide a grant to the Auburn School Department to purchase playground equipment.

MUNICIPAL BEACH—The municipal beach is a City-owned facility that is in poor condition. The City will seek the services of a landscape architect to re-design the facility and propose improvements that will enhance its use.

NEW AUBURN RIVER TRAIL—The City will purchase a property at 9 Broad Street, demolish the building, and prepare the site for a walking trail.

GOAL: ECONOMIC OPPORTUNITY

OBJECTIVES

- a 5 micro-enterprise business start-ups assisted. (Availability)

MICRO LOAN PROGRAM—The objective of this program will be to create new jobs in the community, primarily for low- income persons by providing businesses with a source of financing to start-ups. Guidelines for this program have not yet been written; however, we anticipate the financing limit will be in the range of \$15,000 per business.

GOAL: HIGH QUALITY OF LIFE FOR RESIDENTS

OBJECTIVES

Residents assisted to access services that provide life and job skills training (Accessibility)

- a 167 children, youth, and their families
- b 173 individuals
- c 20 homeless individuals

ANDROSCOGGIN HEAD START AND CHILD CARE—This public service grant will cover the services of an advocate for families enrolled in head start and licensed child care programs. Services will be available to economically disadvantaged children whose parents are working or involved in job training. The objectives of this activity are to assist families in meeting their basic needs, provide parent training, provide information and referrals, develop a strategy to maintain or attain economic independence, and provide crisis intervention. The child care fees are on a sliding scale based on income

AUBURN RECREATION DEPARTMENT—This public service grant will cover scholarships for extremely-low and very-low income households to participate in recreation programs. The Recreation Department initiated registration fees to supplement the cost of programming. They maintain a policy that allows any child to

participate regardless of their family's economic status. Scholarships will be limited to pre-school children through secondary school level whose household income is less than 50% of area median income.

LITERACY VOLUNTEERS OF AMERICA OF LEWISTON-AUBURN—This public service grant will cover one-on-one tutoring for reading and writing to increase adult and family literacy. The literacy program provides tutoring for reading, writing, and basic math for adults and families in Androscoggin County who are at the lowest two literacy levels. They also offer tutoring for English speakers of other languages. The focus is to help adults with low literacy skills and immigrants gain critical reading, writing, and math skills that increase employability.

SAFE VOICES—This public service grant will cover a portion of salaries for shelter workers in order to maintain current level of staffing. The shelter serves women and children who are victims of domestic violence. The 15-bed shelter is often filled to capacity. The shelter employs 5 full-time staff. Their clients are usually forced to leave behind most of their possessions and many lose their jobs when they come to the shelter. They need to maintain the current level of staffing in order to help move families into safe and permanent housing. Staff provides technical assistance and emotional support that allows women and children who become homeless to begin again. They also develop safety plans and extend case management services, advocacy, parenting support, housing assistance, job search assistance and referrals to other service providers.

HEATING ASSISTANCE LOANS—This program is administered jointly by Auburn's Health and Social Services Department and Community Development. The program provides another resource to low-income homeowners to help pay for heating fuel. Funds may be used to pay for oil, natural gas, propane, wood, pellets, or electric heat. Deferred loans of either \$500 or \$1,000 are available to people whose income is under 80% of area median income. 50% of the funds are reserved for households who are elderly or disabled. The applicant has 90 days to spend the funds after the closing.

TEDFORD HOUSING—This public service grant will be used to pay for residential attendant services for a supportive housing project in Auburn. Tedford Housing will create permanent supportive housing for formerly homeless single adults. Services will help these individuals to improve quality of life and remain living independently.

CATHOLIC CHARITIES—This public service grant will assist elderly and disabled clients with support services to help them remain independent. The program is administered with the assistance of volunteers who make telephone calls, home visits and assist with home and yard chores, provide transportation to appointments, help with paperwork, socialization, and referrals to other programs.

CATHOLIC CHARITIES—This public service grant will provide services at a residential substance abuse shelter serving men over age 18. St. Francis Recovery Center provides two 16-bed programs in one facility. The shelter provides a structured therapeutic environment for clients who are on a waiting list for treatment or who have completed a detoxification program and need social support to enable them to remain sober.

Geographic Distribution/Allocation Priorities

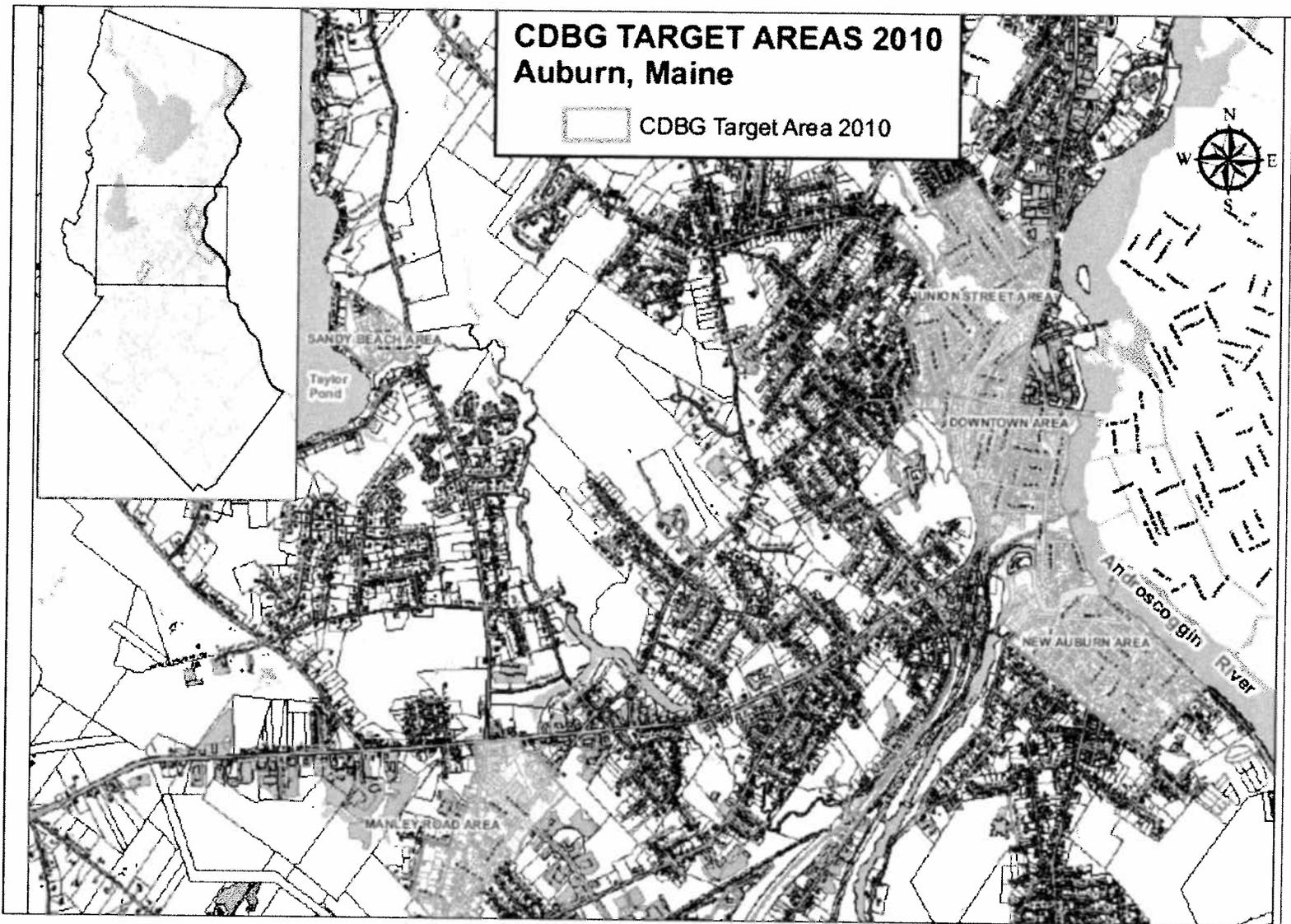
In January 2010 the Auburn City Council adopted the Update to Urban Conditions Study of 1994. The study surveyed the conditions of buildings which indicated 75% of buildings in the target areas were in need of some repair. Blighted areas were established by neighborhoods in which the average score was less than 3.4. The neighborhoods are: Downtown, Union Street, New Auburn, Sandy Beach, and Manley Road Target Areas. These are the locations where Auburn will invest the majority of its Community Development and HOME Investment Partnerships funds, especially for public improvements, housing rehabilitation, homebuyer and commercial assistance.

The target areas are where there is the greatest need for public investment. This Action Plan includes public improvement projects in the Downtown and New Auburn Target Area (sidewalks, New Auburn River Trail, and Boys & Girls Club). The municipal beach project is not in a target area.

Other programs are available both in target areas and throughout the city.

Geographic Distribution Table

Program	Target Areas	Estimate in	City-Wide
Rehabilitation	X	25%	X
Curb Appeal	X	100%	
Rebuilding Together	X	unknown	X
Homebuyer	X	75%	X
Micro-Loans	X	unknown	X
Public Services	X	unknown	X



The Citizens Advisory Committee developed a vision statement, identified program goals, and established objectives and outcomes based on:

- 1) housing needs identified in the 2000 and 2005-2007 Comprehensive Housing Affordability Strategy (CHAS) data provided by HUD, which includes special Census housing and income tabulations, and 2006-2008 American Community Survey data;
- 2) local housing and homeless data, including data provided by local and state housing authorities and the *2009 10-Year Plan to End Homelessness in Lewiston and Auburn*; and
- 3) community needs information provided by local service agencies and by City of Auburn public facilities, recreation, and economic development departments.

Annual Affordable Housing Goals

<u>Program</u>	Expected Number of Units to be Completed	
	<u>Auburn</u>	<u>Lewiston</u>
Homeowner Goals (Section 215) CDBG, HOME, Neighborhood Stabilization	10	2
Overall Section 215 Goals	10	2

Public Housing

The Community Development Department works closely with Auburn Housing Authority to market its home ownership programs. At least annually, families living in public housing as well as those on the voucher program will receive a notice about the availability of housing programs.

Auburn Housing Authority currently has three resident commissioners, one more than required under state law, who effectively represent the interests of all residents. In addition, Auburn Housing Authority consults regularly with resident associations and holds board meetings in different housing developments throughout the year. Auburn Housing's affiliate, Auburn Housing Development Corporation, works closely with the City of Auburn to provide home ownership opportunities to lower income households through a lease to purchase option under the Homebuyer Program.

Auburn Housing Authority is designated a "high performer" in both Section 8 and public housing programs by HUD rating systems.

Homeless and Special Needs

In FY2011 two new supportive housing resource became available for chronically homeless persons. The Cities of Auburn and Lewiston provided HOME funds to assist in creating 6 units for individuals in Auburn and 10 units for homeless families in Lewiston.

The 10-Year Plan to End Homelessness in Lewiston and Auburn is designed to break the pattern of homelessness and prevent homelessness for those at risk due to unforeseen circumstances. It offers a path for the homeless themselves to accept responsibility and move forward. At the same time, it provides a path for the community to create the opportunities that homeless need to succeed. It includes overall strategies addressing prevention, early intervention, crisis response, transition, and permanent affordable housing. Each strategy has specifications. Each action has a lead agency that is responsible for coordinating implementation, partners that will contribute to implementation, and benchmarks that describe specific steps necessary over time for successful implementation. The City of Auburn's role will be to provide support for the development of permanent housing.

Barriers to Affordable Housing

The actions that will be taken to remove barriers to affordable housing include offering programs that will increase home ownership opportunities, improve the quality of owner-occupied and rental housing, increase the supply of affordable rental housing, and providing access to rental housing by those at risk of homelessness.

The Community Development Department provides pre- and post-homebuyer counseling and credit counseling to existing clients, as well as those who want to participate in our programs.

Other Actions

The Community Development Department evaluates the hazards of lead-based paint through its rehabilitation programs. A lead clearance is done at the conclusion of each covered project.

Efforts to reduce the number of poverty-level families will be supported through public service efforts of sub-recipients. The City of Auburn’s Consolidated Plan has identified job training and life skills as a high priority, and working on the 10-Year Plan to End Homelessness.

CDBG Specific Requirements

Program income that is expected to be received during FY2012 is as follows:

COMMUNITY DEVELOPMENT BLOCK GRANT

Program	Type	Amount
Commercial	Revolving	\$28,500
Rehabilitation	Revolving	200,000
Down Payment	Revolving	1,500
Miscellaneous		30,000
Total		\$260,000

HOME INVESTMENT PARTNERSHIPS PROGRAM/AUBURN

Program	Type	Amount
Homebuyer	Revolving	\$12,400
Homeowner Rehab	Revolving	18,800
Security Deposits	Revolving	4,800
Total		\$36,000

HOME INVESTMENT PARTNERSHIPS PROGRAM/ LEWISTON

Program	Type	Amount
Homebuyer	Revolving	\$1,391
Homeowner Rehab	Revolving	3,989
Security Deposits	Revolving	950
Total		\$6,330

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There are no float-funded activities.

All previous program income has been reported in a previous plan.

There are no Section 108 loan guarantees.

There is no surplus urban renewal settlement.

There was \$11,147.50 of HOME funds returned to the line of credit.

The FY2012 Action Plan includes Community Development resources of \$760,903 that is allocated towards specific program activities. The activities have been evaluated to determine project/program eligibility for either a low income benefit or slums/blight benefit as follows:

Activity	Dollars Low-Mod	Dollars Slums-Blight
Micro Loan Program	\$65,000	
Rehab Loans 70/30	\$120,00	\$30,000
Lead Testing & Clearance	\$5,000	
Community Concepts Weatherization	\$62,500	
Rebuilding Together	2,000	
Curb Appeal Program		50,000
Sidewalk Improvements	\$180,863	
Boys & Girls Club	\$10,000	
Washburn School	\$11,040	
Municipal Beach	\$62,500	
New Auburn River Trail	75,000	
Androscoggin Head Start	\$8,500	
Recreation Scholarships	\$28,000	
Literacy Volunteers	\$8,500	
Safe Voices	\$8,000	
Heating Assistance Loans	\$25,000	
Tedford Housing	3,000	
Catholic Charities/Search	\$2,500	
Catholic Charities/Residential Shelter	3,500	
Total	\$680,903	\$80,000

The evaluation resulted in a low-income benefit of 89.5% benefit and 10.5% of funding will address strategies under the slums/blight objective.

Program Administration Cap

The FY2012 Action Plan includes \$148,700 to cover the costs for staff and other administrative costs for overall program management, coordination, monitoring, reporting, and evaluation of the Community Development Program. This amount represents 19.9% of the new grant and anticipated program income.

Public Services Cap

The FY2012 Action Plan includes \$87,000 for public services. This amount represents 12% of the FY2012 CDBG grant and estimated program income for year 2011-12.

HOME Specific Requirements

Program Administration Cap

The FY2012 Action Plan includes \$46,403 for Auburn and Lewiston to cover the staffing costs for overall program management, coordination, monitoring, reporting, evaluation of the Home Investment Partnerships Program, and consulting services to assist with an analysis to impediments to fair housing. This amount represents 11% of the new grant and anticipated program income. The Auburn-Lewiston Consortium has, in past years, accumulated excess administrative capacity and will be utilizing a portion of its reserve to conduct the Analysis of Impediments to Fair Housing.

HOME Forms of Assistance

All assistance provided under the HOME Program will be in the form of loans. The Homebuyer, Homeowner Rehab, and Security Deposit Programs will be interest-free amortized loans. The Homebuyer Program also offers match grants. Loans for development of rental housing will be deferred.

Recapture Provision

The Auburn-Lewiston Consortium will follow the recapture provisions for all of its HOME activities. There will be a 5, 10, or 15-year recapture for homebuyer projects, depending on the maximum amount of HOME funds invested in each project, and up to 20 years for new construction or acquisition of newly constructed housing. A mortgage shall remain in place during the affordability period or until the debt is repaid. Recapture will also be used for rental projects.

Voluntary Transfer of Title: For a voluntary transfer of title, the City shall be repaid the full amount of the balance(s) remaining on the HOME assistance if the HOME Borrower voluntarily sells, assigns, or transfers ownership of the property for any reason.

Involuntary Transfer of Title: For an involuntary transfer of title, when the HOME Borrower relinquishes the property due to a foreclosure, bankruptcy, appointment of a receiver or liquidator, or assignment for the benefit of the HOME Borrower's creditors, the City shall collect the net proceeds from the sale of the property up to the outstanding balance of the HOME assistance. A short sale to avoid an impending foreclosure will be considered an involuntary transfer if the foreclosure complaint has already been filed. Net proceeds are the sales price minus superior loan repayments and closing costs. In the event that the net proceeds are insufficient to repay the HOME loan, the City will then forgive part or all of the HOME assistance.

Subordinations

Subordinations will generally not be allowed. Exceptions will be made on a case by case basis. Refinancing will be allowed for the following reasons:

- 1) limited to the existing first mortgage balance plus reasonable closing costs if refinancing places owner in a better economic situation and does not diminish the City's financial position in the property;
- 2) exorbitant medical expenses;
- 3) loss of husband/wife;
- 4) documented system failure (two estimates from reputable contractors); or
- 5) legal expenses incurred that would affect the health or stability of the household.

HOME Match Requirements

The Cities of Auburn and Lewiston each have responsibility to meet their respective match requirements. As of November 29, 2011 the Consortium had accumulated \$764,168 of excess match.

Many homebuyer projects include match funds from state mortgage revenue bonds. Rental projects produced substantial match from state bond funds and private grants. There will be no match for home owner rehabilitation projects or security deposits.

CHDO Set-Aside

The City of Auburn is currently working with Auburn Housing Development Corporation (AHDC), a HOME Community Housing Development Organization (CHDO), to act as a sponsor for the Homebuyer Program. The Homebuyer Program now requires that potential homebuyers save for a minimum six month period prior to purchasing a home. The cities will match \$3 to every \$1 saved for the down payment to purchase a home. Additionally, the cities will provide up to \$15,000 as an interest-free loan when necessary to meet the Consortium's debt-to-income ratios. The City and AHDC will sign an agreement whereby AHDC will accept monthly savings deposits from potential homebuyers for a home match savings account. This arrangement will allow both Auburn and Lewiston to utilize its CHDO reserve starting in FY2012.

Auburn Housing Development Corporation will also sponsor the YouthBuild project, also a homebuyer activity. The homebuyer activity should be adequate to absorb all of the CHDO set-aside.

Tenant-Based Rental Assistance Program

Local market conditions contributed to the establishing a tenant-based rental assistance program—the Security Deposit Program. According to Lewiston-Auburn Alliance for Services to the Homeless (LAASH), people who are homeless or at risk of

homelessness have many challenges to secure housing. The membership agreed on a housing first approach to alleviate homelessness in the Lewiston-Auburn area. Housing first is based on two principles: 1) place homeless people in housing as quickly as possible and 2) once in housing, provide services to prevent recurrence. As a result of a strategic planning session, LAASH determined that a security deposit program would be an effective way of meeting the first part of the housing first principle—getting people housed as quickly as possible. A Security Deposit Loan Program was created to assist persons/families who are homeless or at-risk to gain access to housing.

HOME funds are now used to cover security deposits for tenants who receive a rental voucher from Auburn Housing Authority or Lewiston Housing Authority. The housing authorities, under agreement with the HOME Consortium, verify income and perform housing inspections.

A committee of 9 LAASH members created guidelines. Each Community Development Department handles its own day to day management of the program and oversight of the portfolio.

Affirmative Market Housing Policy

In 2006 the Auburn City Council adopted a Fair Housing and Affirmative Marketing Policy. The policy identifies fair housing and affirmative marketing requirements during the affordability period for when there are 5 or more HOME-assisted units. Borrowers are required to 1) develop and submit an Affirmative Fair Housing and Marketing Plan and update every 5 years; 2) comply with all applicable federal, state, and local laws to affirmatively market and promote fair housing; 3) provide translators, as needed; 4) maintain documentation of affirmative marketing efforts throughout the period of HOME indebtedness; and submit an annual report that describes affirmative efforts.

Minority Outreach Program

Every three years, the City updates its list of minority and women-owned business. The list includes contractors and consultants who may participate in providing services required to undertake activities. Whenever there is contracted work to be done on behalf of the City, organizations who have responded to an invitation to be included on a solicitation list will receive a notice of the work.

Monitoring Plan

The complete monitoring plan is described on page 17 of the 2010-2014 Consolidated Plan. The FY2012 monitoring plan is summarized below.

Community Development Program: Monitoring of Community Development public service activities is scheduled on a three year rotation. The three year monitoring plan is as follows:

FY2012	Androscoggin Head Start & Child Care
	Auburn Recreation Scholarships
	Auburn School Department/Washburn School

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- FY2013 Literacy Volunteers
 Safe Voices

- FY2014 Tedford Housing
 Catholic Charities/Search
 Catholic Charities/Residential Shelter

HOME Investment Partnerships Program: Monitoring for principal occupancy of HOME funded homebuyer activities is scheduled every three years. Rental development projects are monitored every two years. The following is a schedule of rental homebuyer monitoring for FY2012 and FY2013.

- FY2012 Tedford Housing/Auburn
 Tedford Housing/Lewiston
 Webster School Apartments
 Homebuyers

- FY2013 Maple Street Apartments
 Vincent Square Apartments
 Bates Street Senior Housing
 Birch Hill Elderly Housing
 The Lofts at Bates Mill



Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four

Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER #23-04172012

Ordered, that the 2012 Action Plan be adopted by the Auburn City Council as recommended by Community Development staff.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 7, 2012

Order: 25-05072012

Author: Dan Goyette, City Engineer

Subject: New Freedom Grant Program

Information:

The City has applied for a number of grants under the Federal Transit Administration's (FTA) New Freedom Program. This competitive grant program is open to municipalities that have year-round fixed-route (bus service) transit and a demonstrated need to improve access to transit services for individuals with disabilities on municipal or state-owned property.

Project Eligibility: (projects must be built this year and total construction costs cannot exceed \$50,000 per project)

The project proposal must meet three basic criteria:

- Municipality must have year-round fixed-route transit service;
- Project site must be on municipal or state-owned property (no right-of-way acquisitions);
- Project will enhance or improve access for individuals with disabilities to use fixed-route transit.

Examples of eligible projects include:

- ADA accessible ramps
- Pedestrian signalization such as accessible pedestrian systems, pedestrian countdown heads, pedestrian activated flashing beacons
- New sidewalks and sidewalk improvements.

Projects must demonstrate that the cost estimate, deliverability and scope of work are practicable.

Proposed Projects:

The City has applied for three grants under the program. These projects were identified with the assistance of Marsha Bennett, Transit Coordinator with AVCOG. The three projects are the installation of ADA ramps on Elm Street, installation of a new crosswalk on Elm Street, and the installation of ADA ramps on Lake Auburn Avenue.

Financial:

- MaineDOT provides 100% funding for construction costs
- MaineDOT will administer and manage the construction contracts
- Total construction costs cannot exceed \$50,000 per project
- Design costs - MaineDOT will administer and manage the design portion of the projects
- MaineDOT will fund the design costs

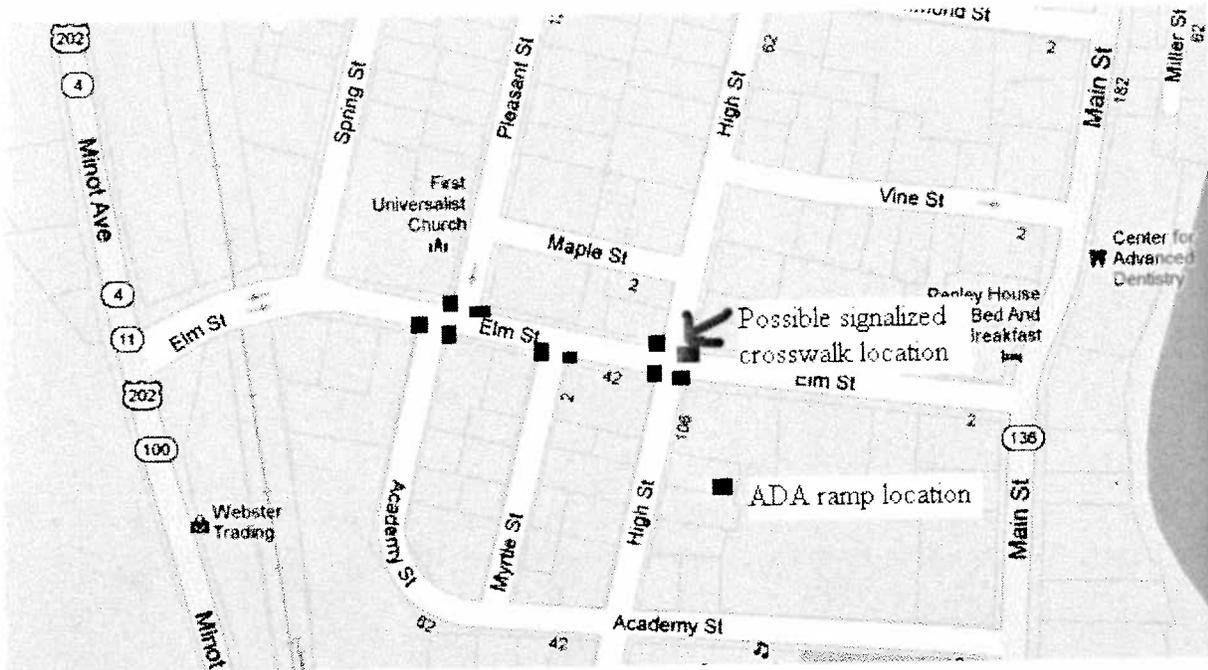
Action Requested at this Meeting: Recommend passage

Previous Meetings and History:

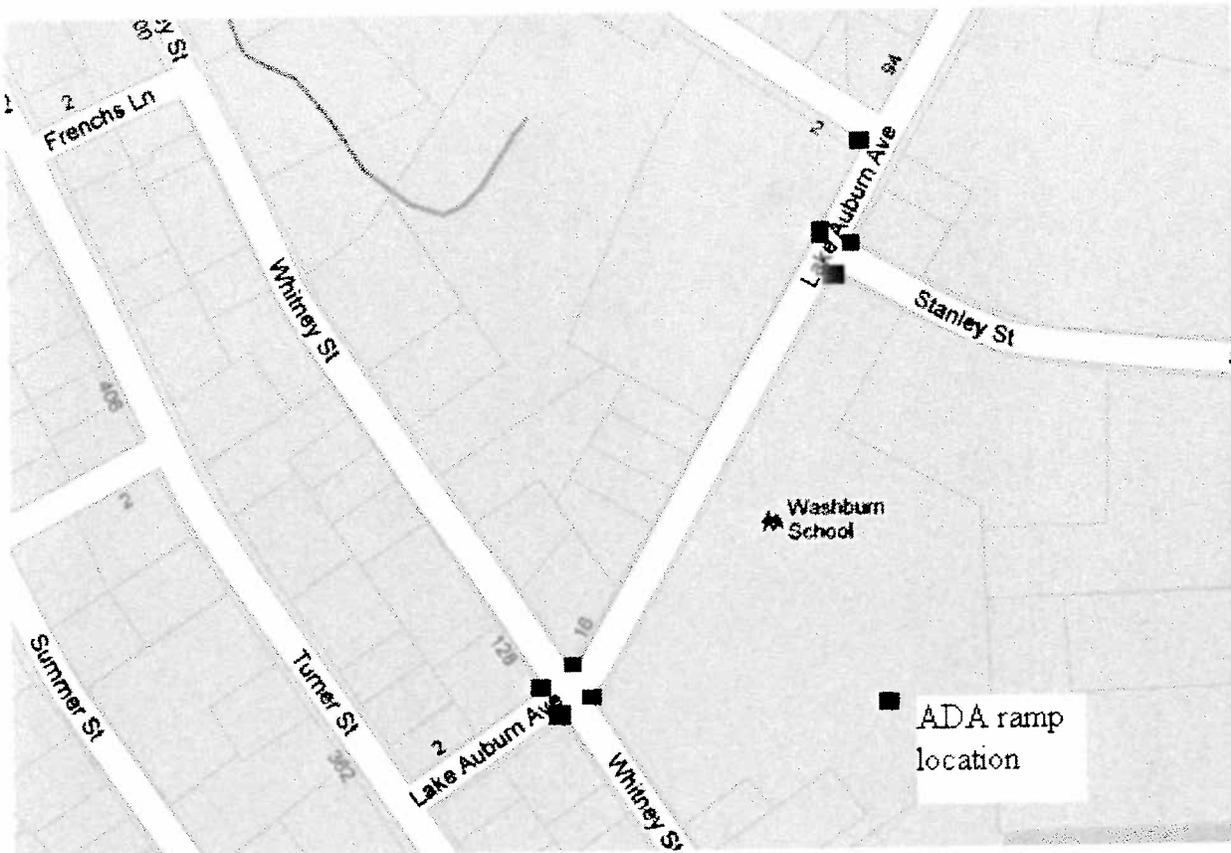
A Letter of Intent was submitted on March 29, 2012. A site walk to review the projects was held on April 4th with Penny Vaillancourt, Maine DOT New Freedom Program Manager, Dan Stewart, MDOT Bike & Pedestrian Program Manager and Paul Macdonald, MDOT Project Manager. The three identified projects were met with very positive reviews with regards to their applicability under the program guidelines and their ability to be constructed within the available budget.

Attachments:

- Project map
- Order 25-05072012



ELM STREET



LAKE AUBURN AVENUE



Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four

Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER 25-05072012

ORDERED, that the Auburn City Council hereby authorizes the Interim City Manager, or his designee, to continue to pursue grants from the Federal Transit Administration's (FTA) New Freedom Access Grant Program.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 7, 2012

Order: 26-05072012

Author: Sue Clements-Dallaire, Acting City Clerk

Subject: Temporary sign placement for Park Elementary School

Information:

Park Avenue Elementary School is holding its annual May Fair and Auction on Saturday, May 19 from 10am - 1pm indoors at Park Ave. Elementary School, 161 Park Ave, Auburn, Maine. The event is organized by the school's PTO. Proceeds from the event (May Fair and Auction) go towards funding student enrichment opportunities as well as programs fostering student literacy and math skills, and initiatives to promote family involvement in the school community.

They are requesting to place temporary signs throughout Auburn to be placed May 8th (pending Council approval) and picked up no later than May 21st.

Businesses and private property owners will be asked permission prior to sign placement. Sign will be placed so as not to obstruct other signage already in place, including road and traffic signs and so as not to obstruct vision for traffic patterns.

Financial: N/A

Action Requested at this Meeting: Recommend passage.

Previous Meetings and History: N/A

Attachments:

- Sign placement request letter
- Image of sign
- Order 26-05072012

Tuesday, May 1, 2012

To Auburn City Council/ Auburn City Manager,

Park Avenue Elementary School is holding its annual May Fair and Auction on Saturday, May 19 from 10am - 1pm indoors at Park Ave. Elem. School, 161 Park Ave, Auburn, Maine. The event is organized by the school's PTO. The principal of the school is Vickie Gaylord, the PTO co-presidents are Jill Carter and Liza Dimitri, The May Fair Chair is Terrie Dean, and head of the May Fair Auction Committee is Cheri Donahue. Proceeds from the event (May Fair and Auction) go towards funding student enrichment opportunities as well as programs fostering student literacy and math skills, and initiatives to promote family involvement in the school community.

We are looking to attract attendance for the auction, as we have over 120 items up for bid. This is the school's biggest fundraiser of the year and it is the first time we have consider using "roadside" signs. These signs are approx. 18" x 24" on metal stakes, height of the sign from ground is approx. 36". They will be placed as soon after a May 7 decision as possible and will be collected no later than Monday, May 21. There are a total of 50 signs, double sided.

The placement of signs is listed below. Businesses and private property owners will be asked permission prior to sign placement. Sign will be placed so as not to obstruct other signage already in place, including road and traffic signs and so as not to obstruct vision for traffic patterns.

Street 1	and	Street 2	50	description	type of property
Washington Ave		Turn Pike Exit Rd	1	under Rt. 100 sign	municipal
Washington Ave	and	Beech Hill Rd	1	median strip by blinking light	municipal
Manley Rd	and	Hotel Rd	1	between 288 & 290 Manley Rd	private prop
Hotel Ave	and	Minot Ave	1	by Tim Horton's plants (Minot Ave side)	business
Minot Ave	and	Court St	1	Androscoggin Bank "hill' by the oval tree	business
Manley Rd	and	Rodman Rd	1	on AVCOG prop, by stop sign	municipal?
Court St	and	Falcon Dr	1	on Court , in front of wooden fence	private prop
Park Ave	and	Court St	1	near sidewalk by turn lane	municipal?
Park Ave		Park Ave Elem. School, south of entrance	1	Park Ave Elem. School, south of entrance	municipal
Park Ave		Park Ave Elem. School, north of entrance	1	Park Ave Elem. School, north of entrance	municipal
Park Ave	and	Lake St	1	by United Methodist sign on lawn	private prop
Minot Ave	and	Elm St	1	under Rt. 100 sign	municipal
Lake St	and	Davis Ave	1	Carter family lawn	private prop
Forest Ave	and	Court St	1	on Robyn Holman's sidewalk lawn strip	private prop
Court St	and	Lake St	1	brick house	private prop

Court St	and	Granite St	1	at corner of Grey apartment bldg.	private prop
Western Ave	and	Auburn Heights	1	by telephone pole and street sign	private prop
Turner St	and	Union Bypass	1	median strip	municipal
High St	and	Minot Ave	1	under Rt. 100 sign	municipal
Academy St	and	High St	1	in gravel next to temp. stones in GF parking lot	municipal
Academy St	and	Main St	1	by steps in GF park	municipal
S. Main St	and	Mill St	1	on Rolly's lawn	business
Cedar St		Just before green bridge	1	by memorial plaque	municipal
Great Falls Plaza Rd	and	Court St	1	median strip on Great Falls Plaza Rd	municipal
Spring St		Hannaford entrance	1	plant/gravel strip of Hannaford's by north entrance	business
Spring St	and	Court St	1	Library corner	municipal
Center St	and	Hampshire St	1	Auburn Housing parking lot corner	municipal?
Railroad St	and	Hannaford entrance	1	sidewalk grass in front of Bank of America	business
Union Bypass	and	Court St	1	CVS garden	business
Union Bypass	and	Court St	1	Denny's grass corner	business
Union Bypass	and	Hampshire St	1	laundry corner grass	business
Center St	and	N. River Rd	1	gas station corner	business
Center St	and	Lake Auburn Ave	1	grassy triangle	municipal
Center St		N north bound before Vet. Mem. Bridge	1	by yellow diamond in median strip	municipal
Center St		South bound before Vet. Mem. Bridge	1	by hospital sign on right	municipal
Turner St		CMMC	1	in front of brick wall	business
Turner St		by Shaw's entrance	1	lawn of Gracelawn opp. Entrance	business
Center St	and	TJ Maxx entrance	1	in middle median of entrance	business
Turner St	and	Gracelawn Ave	1	corner by stop sign	business
Auburn Mall	and	Shaw Entrance Rd	1	grassy triangle in JCP parking lot	business
Turner St Circle - North side		by Lamey Wellehan	1	north side in circle	municipal
Turner St Circle - South side		by Lamey Wellehan	1	south side in circle	municipal
Park Ave		East Auburn Church entrance	1	in planted median of entrance road	business
Mt. Auburn Ave		at Wal-Mart Entrance	1	grassy median strip	municipal
Mt. Auburn Ave	and	Turner St	1	on hill by Starbucks and fence	municipal
Mt. Auburn Ave	and	Park Ave	1	Lutheran Church corner	business
Dennison St	and	Turner St	1	on white house corner	private prop
Gamage Ave	and	Dennison St	1	under cliff by telephone pole	private prop

Turner St Circle - North side		by Best Buy	1	north side in circle	municipal
Turner St Circle - South side		by Best Buy	1	south side in circle	municipal

Also attached is an image of what the signs will look like.

Thank you for your consideration in this matter.

Cheri Donahue

Parent Volunteer at Park Avenue Elementary School

(207) 577-3675

cheri.donahue@gmail.com

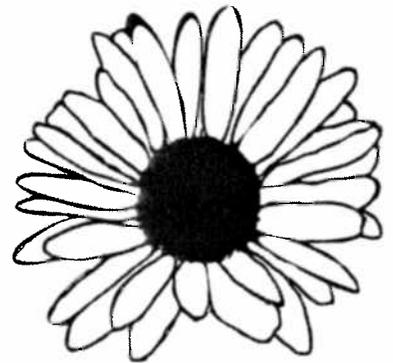
Park Avenue Elementary School's

May Fair *plus*
A Silent & Live Auction

SAT, MAY 19

10am - 1pm

INDOORS at the school



Rain or Shine

Park Ave. Elem. School - 161 Park Ave, Auburn



Tizz Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four

Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER #26-05072012

ORDERED, that Park Avenue Elementary School may place temporary signs for its May Fair and Auction to be held on Saturday May 19, 2012 at the locations listed (see attached) below as long as their placement does not affect sight distance for streets or adjacent driveways.

Street 1	and	Street 2	50	description	type of property
Washington Ave		Turn Pike Exit Rd	1	under Rt. 100 sign	municipal
Washington Ave	and	Beech Hill Rd	1	median strip by blinking light	municipal
Manley Rd	and	Hotel Rd	1	between 288 & 290 Manley Rd	private prop
Hotel Ave	and	Minot Ave	1	by Tim Horton's plants (Minot Ave side)	business
Minot Ave	and	Court St	1	Androscoggin Bank "hill" by the oval tree	business
Manley Rd	and	Rodman Rd	1	on AVCOG prop, by stop sign	municipal?
Court St	and	Falcon Dr	1	on Court , in front of wooden fence	private prop
Park Ave	and	Court St	1	near sidewalk by turn lane	municipal?
Park Ave		Park Ave Elem. School, south of entrance	1	Park Ave Elem. School, south of entrance	municipal
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Park Ave	and	Lake St	1	by United Methodist sign on lawn	private prop
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Court St	and	Lake St	1	brick house	private prop
Court St	and	Granite St	1	at corner of Grey apartment bldg.	private prop
Western Ave	and	Auburn Heights	1	by telephone pole and street sign	private prop
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Dennison St	and	Turner St	1	on white house corner	private prop
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City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: 5/7/2012

Order: 27-05072012

Author: Ravi Sharma, Parks & Recreation Director

Subject: Marshall's Popcorn Truck

Information: To discuss and take action on a proposal for purchase of the Marshall's Popcorn Truck.

Financial:

Action Requested at this Meeting: Recommend passage

Previous Meetings and History: N/A

Attachments:

- Email from Mr. Demarest
- Purchase Proposal
- Order 27-05072012

Ravi Sharma

From: Diane & David Demarest [ddemarest1@sbcglobal.net]
Sent: Monday, January 16, 2012 3:53 PM
To: Ravi Sharma
Subject: Re: Popcorn Truck

Dear Mr. Sharma,

Thank you for contacting me about the Popcorn Truck; I very much appreciate your care for the wishes of the Marshall Family.

I sent the letter in 2000, not because I personally wanted the truck, but because I wanted to make sure that it remained a valued part of the Auburn-Lewiston culture. After my uncle donated the truck to Auburn Heritage and before it was donated to the city, it spent several years in a barn and was covered with several inches of bird droppings by the time it was discovered. My cousins and I would be very happy to see a local businessperson buy it, restore it, and use it in the community. We do hope, however, that it will never be sold to someone who would take it from Auburn-Lewiston or, God forbid, sell it for scrap.

To that end, we would ask that we have the right of first refusal should this businessperson decide later to dispose of the vehicle. We also hope that the Pepsi sign (a later addition) can be removed, the popper restored, and the paint scheme returned to its original black-and-white. We understand that the new owner is under no obligation to grant such requests, but it would make the Popcorn Truck more authentic.

----- Original Message -----

From: Ravi Sharma
To: 'ddemarest1@sbcglobal.net'
Sent: Friday, January 13, 2012 2:22 PM
Subject: Popcorn Truck

Mr. Demarest,

I am writing in regard to the Marshall Popcorn Stand we have here at Auburn Parks & Recreation. As you know, the vehicle was donated to the City some time ago by Auburn Heritage Inc. In my research, I located a letter you sent to Mr. Beck, the former Recreation Superintendent. In the letter, dated February 1, 2000, you expressed interest in the popcorn stand should the City no longer have use for it.

I write to you today because we have been approached by a local businessperson who has an affinity for antique vehicles that has indicated an interest in purchasing this vehicle. The interested party has also indicated that they would make repairs to the vehicle and use it for the same purpose the city does; community events, exhibitions, parades, etc. My question to you is whether or not you still have interest in acquiring the vehicle as your February 1, 2000 letter states? Mr. Demarest, thank you for your time and consideration. I wanted to make sure you were informed of the status of the vehicle, and to give you first right of refusal for acquisition.

Ravi Sharma
City of Auburn
Parks & Recreation Director
48 Pettengill Park Rd
Auburn, ME 04210
(207) 333-6601 EXT 2102
www.auburnmaine.org

George Schott
P.O. Box 9340
Auburn, Maine 04210

April 4, 2012

Mr. Ravi Sharma, Director
Department of Parks & Recreation
Pettingill Park
Auburn, ME 04210

Dear Mr. Sharma:

Pursuant to my inquiry, regarding the Marshall's popcorn truck, I wish to thank you for the efforts you have made in researching the ownership history and desires of the Marshall family regarding its disposition. Based upon the results of your work, I am transmitting this letter to affirm my interest in acquiring the popcorn truck from the City of Auburn and undertaking a restoration project to preserve this local landmark.

Based upon my inspection of the vehicle and the amount of work necessary to restore it, I wish to offer \$3,000 for the truck. As a condition of sale, I am willing to accept the following stipulations:

- 1) Should I decide, at a future date, to sell or dispose of the truck, I am willing to grant first right of refusal to a representative of the Marshall family. As the current owner, I will also notify the City of Auburn of my intentions to provide the community with an opportunity to purchase the popcorn truck.

- 2) As a part of the restoration effort, and consistent with my understanding of the family wishes, the Pepsi sign that was added to the vehicle will be removed and the truck will be repainted back to the original black and white color scheme.
- 3) Based upon convenience of schedule and operational condition of the vehicle, it is my intention to have the truck exhibited at local parades and community events.

I have very fond memories, as a youngster, of being treated to the delicious popcorn from this truck. Through this restoration effort, I would like to create similar type of memories for many children within the Auburn/Lewiston community. I plan to have the truck permanently domiciled at a property I own along the Route 202 corridor, in the Town of Greene, just north of the City of Lewiston.

Should you have any questions regarding this offer to purchase or conditions of sale, please contact me at 207-754-3630. I look forward to expediting this transaction and getting underway with the restoration of the popcorn truck.

Sincerely yours,

A handwritten signature in cursive script that reads "George P. Schott". The signature is written in black ink and is positioned above the printed name.

Mr. George Schott

Tizz E. H. Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER #27-05072012

ORDERED, that the Interim City Manager be and hereby is authorized to execute the sale of Marshall's Popcorn Truck to George Schott for \$3,000.00.



City Council Agenda Information Sheet

City of Auburn

Council Meeting Date: May 7, 2012

Order 28-05072012

Author: Susan Clements-Dallaire, Acting City Clerk

Subject: Replacing a Ward Clerk for the June Primary.

Information: On April 2, 2012, the City Council appointed Wardens and Ward Clerks for the various polling places for the May and June elections from the Acting City Clerk's nominations; however, the individual appointed to serve as Ward Clerk in Ward 2 has had to resign. I am recommending the following replacement:

Beverly Ouellette Ward Clerk Ward 2

Financial: N/A

Action Requested at this Meeting: Recommend passage

Previous Meetings and History: N/A

Attachments:

- Order 28-05072012

Tizz Crowley, Ward One
Robert Hayes, Ward Two
Mary Lafontaine, Ward Three
David Young, Ward Four



Leroy Walker, Ward Five
Belinda Gerry, At Large
Joshua Shea, At Large

Jonathan LaBonte, Mayor

IN CITY COUNCIL

ORDER #28-05072012

ORDERED, that the City Council hereby appoints Beverly Ouellette as Ward Clerk in Ward 2, Auburn Middle School, for the June Primary Election.