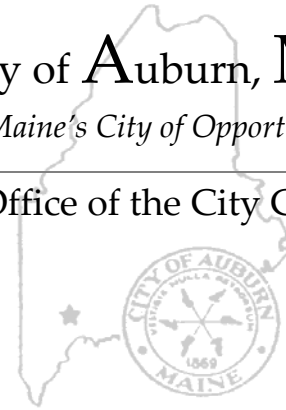


City of Auburn, Maine

"Maine's City of Opportunity"

Office of the City Clerk



Council Meeting Agenda Packet

December 18, 2006

This packet contains the City Council Agenda and supporting documents. The items in this packet are bookmarked in Adobe Acrobat .pdf format. You may need to click on the Bookmark tab on the left to open the Bookmark window. If you do not see a Bookmark tab on the left, you may need to select the Show/Hide Navigation Pane button in your icon toolbar above or update your version of the Adobe Reader. You can download the free Adobe Reader application at www.adobe.com.



City Council Meeting and Workshop December 18, 2006

Agenda

5:00 p.m. Workshop

Tour of Auburn Hall

5:30 p.m. Dinner

6:00 p.m. Review Council Agenda items
Council Goals

7:00 p.m. Council Meeting

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.

Minutes

*121806-00 Minutes of November 20, 2006 Council Meeting

Reports

- **Mayor**
 - Captain Ray LaFrance, Androscoggin County Sheriff's Dept
- **City Councilors**
- **City Manager**
 - Finance Report – Month of November

Communications and Recognitions

*121806-00 Communication from Tonie Ramsey Re: Resignation from Community Development Loan Committee

*121806-00 Communication from Richard Lee Re: Resignation from Planning Board

*121806-00 Communication from The Androscoggin County Commissioners re: Appreciation for Assistance

Open Session - Members of the public are invited to speak to the Council about any issue which does *not* appear on the agenda

Unfinished Business – None

New Business

- 121806-01 Ordinance – Amendment to Chapter 1, Article 3 Rules of Procedure
- 121806-02 Order – Acceptance of Vista Drive as a City Street
- 121806-03 Order – Acceptance of Horizon Drive as a City Street
- 121806-04 Set Meeting Schedule for the first quarter (January – March 2007)
- 121806-05 Set dates for Council Meetings in January

ADJOURNMENT

Workshop Continues after the Meeting

Executives Sessions: 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. Those applicable to municipal government are:

1. Discussion of personnel issues
2. Discussion or consideration of the condition, acquisition, or the use of real or personal property or economic development if premature disclosure of the information would prejudice the competitive or bargaining position of the body or agency.
3. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators.
4. Consultations between a body or agency and its attorney
5. Discussion 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.
6. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes
7. Consultations between municipal officers and a code enforcement officer relating to enforcement matter pending in District Court.

**CITY OF AUBURN
NOVEMBER 20, 2006
JOINT AUBURN-LEWISTON CITY COUNCIL MEETING**

PRESENT

Councilors Bethel B. Shields, Robert P. Hayes, Eric G. Samson, Donna L. Rowell, Robert C. Mennealy, and M. Kelly Matzen, City Manager Pat Finnigan, Assistant City Manager Laurie Smith, Finance Director Chris Trenholm and City Clerk Mary Lou Magno. Mayor Normand W. Guay and Councilor Belinda A. Gerry were both absent. Lewiston Mayor Lionel Guay, Councilors Stavros Mendros, Renee Bernier, Lillian O'Brien, Ronald Jean, Paul Samson, Mark Paradis and Norman Rousseau, City Administrator James Bennett and City City Clerk Kathy Montejo. There were approximately 40 people in the audience.

Mayor Pro Tem Matzen called the meeting to order at 7:00 p.m. in the Council Chambers of Auburn Hall with a salute to the flag.

Mayor Pro Tem Matzen introduced the newly elected Auburn Mayor and Members of the City Council.

Mayor Pro Tem Matzen welcomed the Lewiston City Council.

**1. RESOLVE – INTER-LOCAL AGREEMENT ESTABLISHING THE
CITIZENS COMMISSION ON LEWISTON-AUBURN
COOPERATION**

Councilor Shields moved for passage of the resolve. Seconded by Councilor Mennealy.

Councilor Samson moved to amend the agreement - Section 6.a. the second sentence should read as follows: The Commission shall be entitled to review all municipal records, including confidential records, as permitted by law, and shall have the same obligations to hold all records it reviews in confidence as are imposed on the Cities by law, contract or otherwise. Seconded by Councilor Mennealy.

Vote on the amendment: 5 Yeas, No Nays.

Vote on passage of the resolve as amended: 5 Yeas, No Nays.

Mayor Lionel Guay excused himself from the meeting due to illness.

The meeting continued with discussions regarding the following two items:
County Budget and Consolidated 9-1-1 Communications Center Study Update.

The joint meeting adjourned at approximately 9:00 pm.

A TRUE RECORD

ATTEST: _____, City Clerk

**CITY OF AUBURN
NOVEMBER 20, 2006
CITY COUNCIL MEETING**

PRESENT

Councilors Bethel B. Shields, Robert P. Hayes, Eric G. Samson, Donna L. Rowell, Robert C. Mennealy, and M. Kelly Matzen, City Manager Pat Finnigan, Assistant City Manager Laurie Smith, Finance Director Chris Tremholm and City Clerk Mary Lou Magno. Mayor Normand W. Guay and Councilor Belinda A. Gerry were both absent. There were 12 people in the audience.

Mayor Pro Tem Matzen called the meeting to order.

CONSENT AGENDA

Councilor Shields moved to accept, approve and place on file the following item listed with an asterisk. Seconded by Councilor Samson. Vote: 4 Yeas, No Nays (Councilor Mennealy out of the room)

***MINUTES OF NOVEMBER 6, 2006**

Approved under consent agenda

REPORTS OF THE MAYOR

None

REPORTS OF CITY COUNCILORS

RECOGNIZING COUNCILORS SHIELDS, MATZEN AND ROWELL

Councilors Shields, Matzen and Rowell were all recognized for their service and commitment to the citizens of the City of Auburn during their term(s) as Councilors.

REPORTS OF THE CITY MANAGER

COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FY 2006

Councilor Shields moved to accept the report and place it on file. Seconded by Councilor Mennealy. Vote: 5 Yeas, No Nays.

FINANCE REPORT – MONTH OF OCTOBER

Councilor Rowell moved to accept and place on file the Finance Report for the Month of October as prepared and presented by Chris Trenholm, Finance Director. Seconded by Councilor Mennealy. Vote: 5 Yeas, No Nays.

COMMUNICATIONS AND RECOGNITIONS

None

OPEN SESSION

The following people spoke during open session: Bruce Bickford, 64 Cameron Lane; and Andy Titus, 45 Carson Street.

CLOSED OPEN SESSION

OLD BUSINESS

None

NEW BUSINESS

1. PUBLIC HEARING – LIQUOR LICENSE AND SPECIAL AMUSEMENT PERMIT FOR THE BLACK BEAR TAVERN

Mayor Pro Tem Matzen opened the public hearing: Leif Nickerson, 75 High Street, and owner of the Black Bear Tavern spoke in favor of this license.

Councilor Samson moved that 60 day conditional licenses be issued in order that minor corrections be completed for the Fire Department and Building Inspector. Seconded by Councilor Mennealy. Vote: 5 Yeas, No Nays

ADJOURNMENT – 9:30 p.m.

Councilor Shields moved to adjourn. Seconded by Councilor Rowell. Vote: 5 Yeas, No Nays.

A TRUE RECORD

ATTEST: _____
City Clerk

City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services

December 18, 2006

Honorable Mayor Jenkins and
Members of the City Council

Attached please find the financial report for the month of November 2006. As of November 30th, the City has completed the first five months of the fiscal year. At this point in the year a number of non-recurring expenses have been paid. In addition, personal property taxes and the first half of real estate taxes were due by October 16. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 41.7% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

As requested, we have included an additional feature this month: a comparison of this year and last year of budgeted and actual amounts on the revenue and expense reports.

Revenues

Revenues collected through November 30th, were \$36,251,327, or 57.36%, of the annual budget. The accounts listed below are noteworthy.

- A. Personal property taxes were due September 18 and the first half of the real estate taxes were due October 16th. We have collected approximately 58.45% of the total budgeted amount, which compares favorably to prior years.
- B. Licenses and development permits are at 79.4% of the budgeted amount which reflects an active development climate in the community.
- C. Excise taxes are coming in better than budget, primarily due to conservative budgeting.
- D. State Revenue Sharing is typically somewhat higher than budgeted at this time of year due to a larger than usual payment received from the State each July. This payment is based on strong income and sales taxes received by the State in the latter part of the prior fiscal year. Payments in months following July are smaller than the July payment.
- E. Rent revenue is higher due to the annual invoicing to Maine Intermodal Transportation, Inc. for lease payments for the intermodal facility.

Expenditures

Expenditures through November 30th were \$29,692,201, or 46.98%, of the annual budget. Noteworthy variances are discussed below.

- A. *Mayor & Council: Progress* payment for the fiscal year 2006 audit.
- B. *Parks & Recreation:* The costs for summer seasonal staffing was incurred by September 30, causing actual expenditures to appear higher than budget. However, these costs do not occur for the remainder of the year.
- C. *Community Programs:* Includes full payment of the annual appropriations for the Liberty Festival.
- D. *Debt Service:* The first of the City's semi-annual debt service payments was made in October.
- E. *Property:* The first of two insurance premium installments was paid in July.
- F. *Intergovernmental Programs:* The City funds the intergovernmental agencies quarterly, in the first month of each quarter, upon receipt of their invoices. The County Tax payment was in September.

Investments

This section contains an investment schedule as of November 30th, as well as a comparison of the investments between November 30th and the prior month. Currently the City's funds are earning an average interest rate of 5.32%, compared to approximately 4.02% last year at this time.

Respectfully Submitted,

Patricia A. Finnigan
City Manager

Chris Trenholm
Finance Director

**CITY OF AUBURN, MAINE
BALANCE SHEET - GENERAL FUND
NOVEMBER 30, 2006**

	OCTOBER 31, 2006	NOVEMBER 30, 2006	Increase (Decrease)
<u>ASSETS</u>			
CASH	14,029,247	9,778,751	(4,250,496)
RECEIVABLES			
ACCOUNTS RECEIVABLES	1,073,836	1,060,175	(13,661)
TAXES RECEIVABLE-CURRENT	18,794,564	18,153,259	(641,305)
DELINQUENT TAXES	258,109	258,072	(37)
TAX LIENS	627,658	472,311	(155,347)
NET DUE TO/FROM OTHER FUNDS	2,608,892	3,347,078	738,186
TOTAL ASSETS	37,392,306	33,069,646	(4,322,660)
<u>LIABILITIES & FUND BALANCES</u>			
ACCOUNTS PAYABLE	205,840	687,421	481,581
WAGES & TAXES PAYABLE	140,879	(48,169)	(189,048)
ACCRUED PAYROLL	429,712	429,712	-
STATE FEES PAYABLE	27,461	13,431	(14,030)
PREPAID TAXES	-	-	-
IN LIEU OF BONDS	62,705	62,705	(0)
DEFERRED REVENUE	19,096,042	18,299,353	(796,689)
TOTAL LIABILITIES	19,962,639	19,444,452	(518,187)
FUND BALANCE - NOT DESIGNATED	6,049,948	6,077,231	27,283
FUND BALANCE - DESIGNATED FOR WORKERS COMP & UNEMPLOYMENT	739,196	711,913	(27,283)
FUND BALANCE - DESIGNATED	83,409	82,034	(1,375)
NET CHANGE IN FUND BALANCE	10,557,114	6,754,016	(3,803,098)
TOTAL FUND BALANCES	17,429,667	13,625,194	(3,804,473)
TOTAL LIABILITIES AND FUND BALANCES	37,392,306	33,069,646	(4,322,660)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
AS OF NOVEMBER 30, 2006 vs. NOVEMBER 30, 2005

REVENUE SOURCE	FY 2007 BUDGET	ACTUAL REVENUES THROUGH NOV. 30	% OF TOTAL BUDGET	FY 2006 BUDGET	ACTUAL REVENUES THROUGH NOV. 30	% OF TOTAL BUDGET
<u>TAXES</u>						
PROPERTY TAX REVENUE-	\$ 39,500,803	\$ 23,089,075	58.45%	\$ 38,255,419	\$ 23,875,611	62.41%
PRIOR YEAR REVENUE	\$ -	\$ 850,859		\$ -	\$ 257,810	
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ -	\$ 590,004		\$ 700,872	\$ 526,613	75.14%
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ (100,000)	\$ (63,447)	63.45%
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ (15,000)	\$ -	0.00%	\$ (15,000)	\$ -	0.00%
EXCISE	\$ 3,200,000	\$ 1,530,583	47.83%	\$ 3,100,000	\$ 1,410,209	45.49%
PENALTIES & INTEREST	\$ 90,000	\$ 37,838	42.04%	\$ 130,000	\$ 40,126	30.87%
TOTAL TAXES	\$ 42,775,803	\$ 26,098,359	61.01%	\$ 42,071,291	\$ 26,046,923	61.91%
<u>LICENSES AND PERMITS</u>						
BUSINESS	\$ 46,800	\$ 18,165	38.81%	\$ 29,700	\$ 16,276	54.80%
NON-BUSINESS	\$ 307,775	\$ 263,181	85.51%	\$ 317,500	\$ 123,707	38.96%
TOTAL LICENSES	\$ 354,575	\$ 281,346	79.35%	\$ 347,200	\$ 139,983	40.32%
<u>INTERGOVERNMENTAL ASSISTANCE</u>						
STATE-LOCAL ROAD ASSISTANCE	\$ 356,000	\$ 122,185	34.32%	\$ 356,000	\$ 132,189	37.13%
STATE REVENUE SHARING	\$ 2,900,000	\$ 1,651,212	56.94%	\$ 2,900,000	\$ 1,307,474	45.09%
WELFARE REIMBURSEMENT	\$ 22,500	\$ 8,764	38.95%	\$ 16,250	\$ 6,536	40.22%
OTHER STATE AID	\$ 25,000	\$ 10,277	41.11%	\$ 30,000	\$ -	0.00%
FEMA REIMBURSEMENT	\$ -	\$ -		\$ -	\$ 2,211	
CITY OF LEWISTON	\$ 175,000	\$ -	0.00%	\$ 180,000	\$ -	0.00%
EDUCATION SUBSIDY	\$ 14,620,168	\$ 6,131,515	41.94%	\$ 14,471,377	\$ 5,764,233	39.83%
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 18,098,668	\$ 7,923,953	43.78%	\$ 17,953,627	\$ 7,212,643	40.17%
<u>CHARGE FOR SERVICES</u>						
GENERAL GOVERNMENT	\$ 166,100	\$ 68,853	41.45%	\$ 241,600	\$ 102,419	42.39%
PUBLIC SAFETY	\$ 101,800	\$ 19,895	19.54%	\$ 136,620	\$ 46,682	34.17%
EMS TRANSPORT	\$ 25,000	\$ 4,633	18.53%	\$ 25,000	\$ 30	0.12%
EDUCATION	\$ 2,368,950	\$ 1,419,491	59.92%	\$ 1,394,435	\$ 788,573	56.55%
TOTAL CHARGE FOR SERVICES	\$ 2,661,850	\$ 1,512,871	56.84%	\$ 1,797,655	\$ 937,703	52.16%
<u>FINES</u>						
PARKING TICKETS & MISC FINES	\$ 52,500	\$ 7,655	14.58%	\$ 80,000	\$ 16,320	20.40%
<u>MISCELLANEOUS</u>						
INVESTMENT INCOME	\$ 340,000	\$ 128,730	37.86%	\$ 200,000	\$ 144,337	72.17%
INTEREST-BOND PROCEEDS	\$ 125,000	\$ -	0.00%	\$ 100,000	\$ -	0.00%
RENTS	\$ 132,500	\$ 125,502	94.72%	\$ 130,000	\$ 120,833	92.95%
UNCLASSIFIED	\$ 75,000	\$ 30,360	40.48%	\$ 103,600	\$ 44,043	42.51%
SALE OF RECYCLABLES	\$ 50,000	\$ 24,572	49.14%	\$ 50,000	\$ 13,497	26.99%
COMMERCIAL SOLID WASTE FEES	\$ 56,000	\$ 37,864	67.61%	\$ 53,500	\$ 33,597	62.80%
SALE OF PROPERTY	\$ 150,000	\$ 3,240	2.16%	\$ 150,000	\$ 964	0.64%
RECREATION PROGRAMS	\$ 50,000	\$ -	0.00%	\$ 50,000	\$ -	0.00%
MMWAC HOST FEES	\$ 178,000	\$ 76,875	43.19%	\$ 171,000	\$ 74,167	43.37%
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ -		\$ 70,000	\$ -	0.00%
TRANSFER IN: TIF	\$ 60,000	\$ -	0.00%	\$ 60,000	\$ -	0.00%
TRANSFER OUT: TIF	\$ (1,960,000)	\$ -	0.00%	\$ (1,960,000)	\$ -	0.00%
TOTAL MISCELLANEOUS	\$ (743,500)	\$ 427,144	-57.45%	\$ (821,900)	\$ 431,437	-52.49%
TOTAL GENERAL FUND REVENUES	\$ 63,199,896	\$ 36,251,327	57.36%	\$ 61,427,873	\$ 34,785,009	56.63%

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
AS OF NOVEMBER 30, 2006 vs. NOVEMBER 30, 2005

DEPARTMENT	FY 2007 BUDGET	ACTUAL EXPENDITURES THROUGH NOV. 30	% OF TOTAL BUDGET	FY 2006 BUDGET	ACTUAL EXPENDITURES THROUGH NOV. 30	% OF TOTAL BUDGET
ADMINISTRATION						
MAYOR AND COUNCIL	\$ 98,610	\$ 68,402	69.37%	\$ 98,610	\$ 47,097	47.76%
LEGAL SERVICES	\$ 55,000	\$ 16,309	29.65%	\$ 65,000	\$ 54,044	83.14%
CITY CLERK	\$ 118,544	\$ 58,142	49.05%	\$ 119,582	\$ 48,066	40.20%
CITY MANAGER	\$ 205,656	\$ 85,702	41.67%	\$ 220,946	\$ 101,533	45.95%
HUMAN RESOURCES	\$ 100,279	\$ 46,672	46.54%	\$ 101,212	\$ 40,175	39.69%
INFORMATION SYSTEMS	\$ 216,245	\$ 76,319	35.29%	\$ 186,507	\$ 79,964	42.87%
ASSESSING SERVICES	\$ 246,071	\$ 110,521	44.91%	\$ 243,207	\$ 109,757	45.13%
FINANCIAL SERVICES	\$ 353,591	\$ 158,950	44.95%	\$ 336,794	\$ 141,813	42.11%
CUSTOMER SERVICE	\$ 16,000	\$ 7,294	45.58%	\$ 16,000	\$ 3,796	23.73%
TOTAL ADMINISTRATION	\$ 1,409,996	\$ 628,310	44.56%	\$ 1,387,858	\$ 626,245	45.12%
COMMUNITY SERVICES						
HEALTH & SOCIAL SERVICES						
ADMINISTRATION	\$ 45,532	\$ 19,333	42.46%	\$ 44,879	\$ 19,238	42.87%
ASSISTANCE	\$ 51,618	\$ 13,219	25.61%	\$ 30,900	\$ 18,300	59.22%
PLANNING & PERMITTING	\$ 665,825	\$ 328,780	49.38%	\$ 698,254	\$ 267,940	38.37%
PARKS AND RECREATION	\$ 531,559	\$ 294,616	55.42%	\$ 552,328	\$ 275,352	49.85%
PUBLIC LIBRARY	\$ 885,623	\$ 422,100	47.66%	\$ 837,957	\$ 349,331	41.69%
COMMUNITY PROGRAMS	\$ 13,050	\$ 10,650	81.61%	\$ 23,050	\$ 12,650	54.88%
TOTAL COMMUNITY SERVICES	\$ 2,193,207	\$ 1,088,698	49.64%	\$ 2,187,368	\$ 942,810	43.10%
FISCAL SERVICES						
DEBT SERVICE	\$ 7,394,394	\$ 6,622,642	89.56%	\$ 7,411,314	\$ 6,611,714	89.21%
PROPERTY	\$ 548,578	\$ 224,697	40.96%	\$ 520,694	\$ (50,155)	-9.63%
WORKERS COMPENSATION	\$ 200,000	\$ 200,000	100.00%	\$ 150,000	\$ -	0.00%
WAGES & BENEFITS	\$ 4,043,042	\$ 1,628,357	40.28%	\$ 3,935,023	\$ 1,458,895	37.07%
EMERGENCY RESERVE	\$ 620,000	\$ -	0.00%	\$ 600,000	\$ -	0.00%
TOTAL FISCAL SERVICES	\$ 12,806,014	\$ 8,675,696	67.75%	\$ 12,617,031	\$ 8,020,454	63.57%
PUBLIC SAFETY						
EMERGENCY MGMT AGENCY	\$ 6,468	\$ 4,817	74.47%	\$ 6,500	\$ 3,254	50.06%
FIRE DEPARTMENT	\$ 3,266,602	\$ 1,408,586	43.12%	\$ 3,132,528	\$ 1,295,852	41.37%
POLICE DEPARTMENT	\$ 2,616,186	\$ 1,126,904	43.07%	\$ 2,585,792	\$ 1,046,407	40.47%
TOTAL PUBLIC SAFETY	\$ 5,889,256	\$ 2,540,306	43.13%	\$ 5,724,820	\$ 2,345,513	40.97%
PUBLIC WORKS						
PUBLIC WORKS DEPARTMENT	\$ 4,490,429	\$ 1,511,046	33.65%	\$ 4,322,005	\$ 1,421,114	32.88%
WATER AND SEWER	\$ 467,500	\$ 238,220	50.96%	\$ 457,500	\$ 238,220	52.07%
TOTAL PUBLIC WORKS	\$ 4,957,929	\$ 1,749,266	35.28%	\$ 4,779,505	\$ 1,659,334	34.72%
INTERGOVERNMENTAL PROGRAMS						
AUBURN-LEWISTON AIRPORT	\$ 136,269	\$ 68,135	50.00%	\$ 136,269	\$ 68,134	50.00%
E911 COMMUNICATION CENTER	\$ 867,500	\$ 547,874	63.16%	\$ 874,118	\$ 437,051	50.00%
LATC-PUBLIC TRANSIT	\$ 117,994	\$ 58,997	50.00%	\$ 117,994	\$ 58,998	50.00%
LAEGC-ECONOMIC COUNCIL	\$ 106,429	\$ 26,607	25.00%	\$ 90,000	\$ 45,000	50.00%
L-A ARTS	\$ 21,000	\$ 10,500	50.00%	\$ 21,000	\$ 10,500	50.00%
COUNTY TAX	\$ 1,699,945	\$ 1,699,945	100.00%	\$ 1,745,129	\$ 1,745,129	100.00%
TAX SHARING	\$ 345,000	\$ 164,940	47.81%	\$ 345,000	\$ 33,984	9.85%
TOTAL INTERGOVERNMENTAL	\$ 3,294,137	\$ 2,576,998	78.23%	\$ 3,329,510	\$ 2,398,796	72.05%
EDUCATION DEPARTMENT	\$ 32,649,357	\$ 12,432,928	38.08%	\$ 31,401,781	\$ 12,473,505	39.72%
TOTAL GENERAL FUND EXPENDITURES	\$ 63,199,896	\$ 29,692,201	46.98%	\$ 61,427,873	\$ 28,466,657	46.34%

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF NOVEMBER 30, 2006**

INVESTMENT	FUND	ACCOUNT BALANCE	INTEREST RATE	VALUE		WEIGHTED AVG YIELD
				BOOK	MARKET	
BANKNORTH MNY MKT	GENERAL FUND	8,926,351.65	5.33%	8,926,351.65	8,926,351.65	
MBIA CLASS ACCOUNT	GENERAL FUND	614.09	5.01%	614.09	614.09	
BANKNORTH MNY MKT	GF-WORKERS COMP	47,470.36	4.28%	47,470.36	47,470.36	
MBIA CLASS ACCOUNT	GF-WORKERS COMP	56.78	5.01%	56.78	56.78	
BANKNORTH MNY MKT	GF-UNEMPLOYMENT	75,028.49	5.33%	75,028.49	75,028.49	
MBIA CLASS ACCOUNT	GF-UNEMPLOYMENT	76,941.04	5.01%	76,941.04	76,941.04	
BANK OF AMERICA	GF-UNEMPLOYMENT	16,176.00	2.60%	16,176.00	16,176.00	
BANKNORTH MNY MKT	SPECIAL REVENUE	1,466,788.60	5.33%	1,466,788.60	1,466,788.60	
MBIA CLASS ACCOUNT	SPECIAL REVENUE	2,371.62	5.01%	2,371.62	2,371.62	
BANKNORTH MNY MKT	SR-PERMIT PARKING	108,636.57	5.33%	108,636.57	108,636.57	
MBIA CLASS ACCOUNT	SR-PERMIT PARKING	354.98	5.01%	354.98	354.98	
BANKNORTH MNY MKT	SR-TIF	61,043.57	5.33%	61,043.57	61,043.57	
MBIA CLASS ACCOUNT	SR-TIF	758.86	5.01%	758.86	758.86	
BANKNORTH MNY MKT	CAPITAL PROJECTS	20,672,975.39	5.33%	20,672,975.39	20,672,975.39	
MBIA CLASS ACCOUNT	CAPITAL PROJECTS	868.57	5.01%	868.57	868.57	
BANK OF AMERICA	CAPITAL PROJECTS	24,457.51	2.60%	24,457.51	24,457.51	
BANKNORTH MNY MKT	ICE ARENA	83,624.91	5.33%	83,624.91	83,624.91	
MBIA CLASS ACCOUNT	ICE ARENA	192.90	5.01%	192.90	192.90	
GRAND TOTAL		31,564,711.89		31,564,711.89	31,564,711.89	5.32%

**CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
COMPARISON OF OCTOBER 31, 2006
AND NOVEMBER 30, 2006**

INVESTMENT	FUND	OCTOBER 31, 2006		NOVEMBER 30, 2006		INCREASE (DECREASE)	
		VALUE		VALUE		VALUE	
		BOOK	MARKET	BOOK	MARKET	BOOK	MARKET
BANKNORTH MNY MARKET	GENERAL FUND	14,081,557.50	14,081,557.50	8,926,351.65	8,926,351.65	(5,155,205.85)	(5,155,205.85)
MBIA CLASS ACCOUNT	GENERAL FUND	686.17	686.17	614.09	614.09	(72.08)	(72.08)
BANKNORTH MNY MARKET	WORKERS COMP	47,307.05	47,307.05	47,470.36	47,470.36	163.31	163.31
MBIA CLASS ACCOUNT	WORKERS COMP	56.48	56.48	56.78	56.78	0.30	0.30
BANKNORTH MNY MARKET	UNEMPLOYMENT	74,654.45	74,654.45	75,028.49	75,028.49	374.04	374.04
MBIA CLASS ACCOUNT	UNEMPLOYMENT	76,624.92	76,624.92	76,941.04	76,941.04	316.12	316.12
BANK OF AMERICA	UNEMPLOYMENT	16,105.36	16,105.36	16,176.00	16,176.00	70.64	70.64
BANKNORTH MNY MARKET	SPECIAL REVENUE	1,460,546.27	1,460,546.27	1,466,788.60	1,466,788.60	6,242.33	6,242.33
MBIA CLASS ACCOUNT	SPECIAL REVENUE	2,361.97	2,361.97	2,371.62	2,371.62	9.65	9.65
BANKNORTH MNY MARKET	PERMIT PARKING	108,094.98	108,094.98	108,636.57	108,636.57	541.59	541.59
MBIA CLASS ACCOUNT	PERMIT PARKING	353.48	353.48	354.98	354.98	1.50	1.50
BANKNORTH MNY MARKET	TIF	60,739.25	60,739.25	61,043.57	61,043.57	304.32	304.32
MBIA CLASS ACCOUNT	TIF	755.86	755.86	758.86	758.86	3.00	3.00
BANKNORTH MNY MARKET	CAPITAL PROJECTS	8,359,872.71	8,359,872.71	20,672,975.39	20,672,975.39	12,313,102.68	12,313,102.68
MBIA CLASS ACCOUNT	CAPITAL PROJECTS	11,428.60	11,428.60	868.57	868.57	(10,560.03)	(10,560.03)
BANK OF AMERICA	CAPITAL PROJECTS	24,350.47	24,350.47	24,457.51	24,457.51	107.04	107.04
BANKNORTH MNY MARKET	ICE ARENA	83,208.01	83,208.01	83,624.91	83,624.91	416.90	416.90
MBIA CLASS ACCOUNT	ICE ARENA	192.00	192.00	192.90	192.90	0.90	0.90
GRAND TOTAL		24,408,895.53	24,408,895.53	31,564,711.89	31,564,711.89	7,155,816.36	7,155,816.36

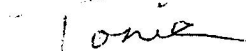
Date NOV. 30, 2006
169 Pride Street
Auburn, ME 04210

Reine Mynahan
City of Auburn
60 Court Street
Suite 344
Auburn, ME 04210

Dear Reine:

Please accept my resignation from the Community Development Loan Committee.

Sincerely,



Tonie Ramsey

good luck to all of you —
Keep up the good work

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

From: Richard and/or Mary Lee [mailto:rmlee@megalink.net]

Sent: Monday, December 11, 2006 10:33 PM

To: Clifton Greim

Cc: David Galbraith; Eric Cousens; Rhonda Russell

Subject: Auburn Planning Board

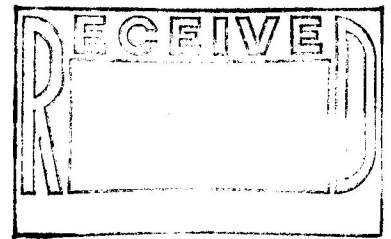
Mr. Chairman/Cliff:

I regret to inform you that I am resigning from the Board effective December 13, 2006. Mary and I are relocating to Turner. The Auburn Planning Board experience for me has been one of learning and a better appreciation of city government. I am grateful to you, other Board members, and city staff for the professional leadership and commitment to service on behalf of the residents of Auburn. I am pleased that I was able to take part in that effort. I wish you much success and satisfaction in the months and years ahead.

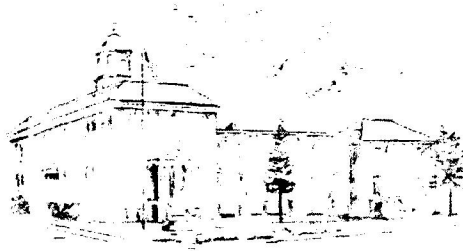
Sincerely,
Dick Lee

12/12/2006

ANDROSCOGGIN COUNTY



COMMISSIONERS
Elmer Berry, Chairperson
Constance Cote, Commissioner
Patience H. Johnson, Commissioner



CLERK
Patricia Fournier

Tel. No. (207)784-8390
Fax. No. (207)782-5367
e-mail: patfacc@megalink.net

December 7, 2006

Ms. Patricia Finnegan
Auburn City Manager
Court Street
Auburn, ME 04210

Dear Pat:

We would like to take this opportunity to express our heartfelt thanks to you, the City Council, City Officials and staff for your active participation in the planning of Deputy David Rancourt's funeral. The Commissioners sincerely appreciate all the morale and financial support to Officer Rancourt's family as well as to all county employees. This could not have been accomplished without all the assistance of the local communities.

On both a professional and personal level, we really appreciate everything everyone did and we realize you played an important role in making the day a memorable one for the Rancourt family.

Again, thank you to all City personnel this could not have been accomplished without the help and assistance of all involved.

Very truly yours,

A handwritten signature in cursive script that reads "Elmer Berry".

Elmer Berry, Chairperson

A handwritten signature in cursive script that reads "Constance Cote".

Constance Cote, Commissioner

A handwritten signature in cursive script that reads "Patience Johnson".

Patience Johnson, Commissioner

City Council

Agenda Information Sheet

Council Meeting Date: December 18, 2006 **Agenda Item No. 1**

SUBJECT: Ordinance Amendment to Chapter 1, Article 3 - City Council Rules of Procedure

INFORMATION:

The City Ordinance establishes the order that items can be considered on the City Council. The proposed amendment would move Open Session to the end of the meeting in order to allow the Mayor and City Councilors to manage their time at City Council meetings effectively, and address the scheduled business items on the agenda first, while also providing time for citizens to bring issues to the Council's attention.

STAFF COMMENTS /RECOMMENDATION:

REQUESTED ACTION:

Motion for passage of 1st Reading of the Ordinance Amendment

VOTE:

City of Auburn

CITY COUNCIL, AUBURN, MAINE
Date: December 18, 2006

TITLE: Amendment to the City Ordinances: Chapter 1 Article 3 Rules of Procedure

Be it Ordained by the Auburn City Council that Chapter 1, "The Mayor and City Council," Article 3 "Rules of Procedure" be amended as follows:

Section 3.16 Order of Business

At every meeting of the City Council, the order of business shall be as follows:

- (a) Consent Agenda – All items listed with an asterisk (*) are considered to be routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from the consent agenda and considered in its normal sequence on the agenda.
- (b) ~~Minutes Reading by the City Clerk of the records, not previously read and approved, of all preceding meetings, and action thereon~~
- (c) ~~Reports of the City Manager~~
- (c) Reports of the Mayor
- (d) Reports of the City Councilors
- (e) Reports of the City Manager
- (f) ~~Petitions and Communications~~ and Recognition
- (g) ~~Open Session~~
- ~~(f) Action on ordinances, orders and resolves~~
- (h) Unfinished Business
- (i) New Business
- (j) Open Session
- (k) Adjournment

Motion for acceptance of first reading: Seconded by:
Vote:

Motion, for acceptance of second reading and final passage Seconded by:
Vote:

Action by City Council:

Date:
ATTEST:

CITY CLERK

City Council

Agenda Information Sheet

Council Meeting Date Dec. 18, 2006 **Agenda Item No. 2**

SUBJECT:

ORDER – ACCEPTANCE OF VISTA DRIVE AS A CITY STREET

INFORMATION: Vista Drive is a rural design residential street, 1440' ± in length, with a cul-de-sac turnaround. It is located off the westerly side of Park Avenue approximately 800' northerly of Court Street. Vista Drive was laid out in the Vista Heights Subdivision, approved by the Auburn Planning Board on July 8, 2003. The Public Works, Engineering Division has inspected the construction. The street has been constructed to design standards with the following approved modification:

- Due to ledge, iron rods, which are now the industry standard for the land surveying profession to monument property boundaries, were used to monument the right of way.

STAFF COMMENTS/RECOMMENDATION:

Vista Drive meets or exceeds the minimum required standards for acceptance as a City Street. Staff recommends acceptance.

REQUESTED ACTION:

Approve the request to accept Vista Drive.

VOTE:

CITY OF AUBURN

CITY COUNCIL, AUBURN, MAINE

DATE: December 18, 2006

TITLE: ORDER – ACCEPTANCE OF VISTA DRIVE

Be It Ordered by the Auburn City Council that Vista Drive, as laid out and depicted on a subdivision plan entitled “Subdivision Plan Vista Heights” prepared by Geo-Systems for B&M Developers, Inc., dated November 24, 2003 and recorded at the Androscoggin County Registry of Deeds in Book of Plans 43, Page 53, is hereby accepted as a City Street.

Said Vista Drive being sixty (60) feet in width and extending from Park Avenue westerly and northwesterly one thousand four hundred and forty (1440) feet, more or less, to the center of, and including, a seventy five foot radius cul-de-sac.

Motion for passage:

Seconded by:

Vote:

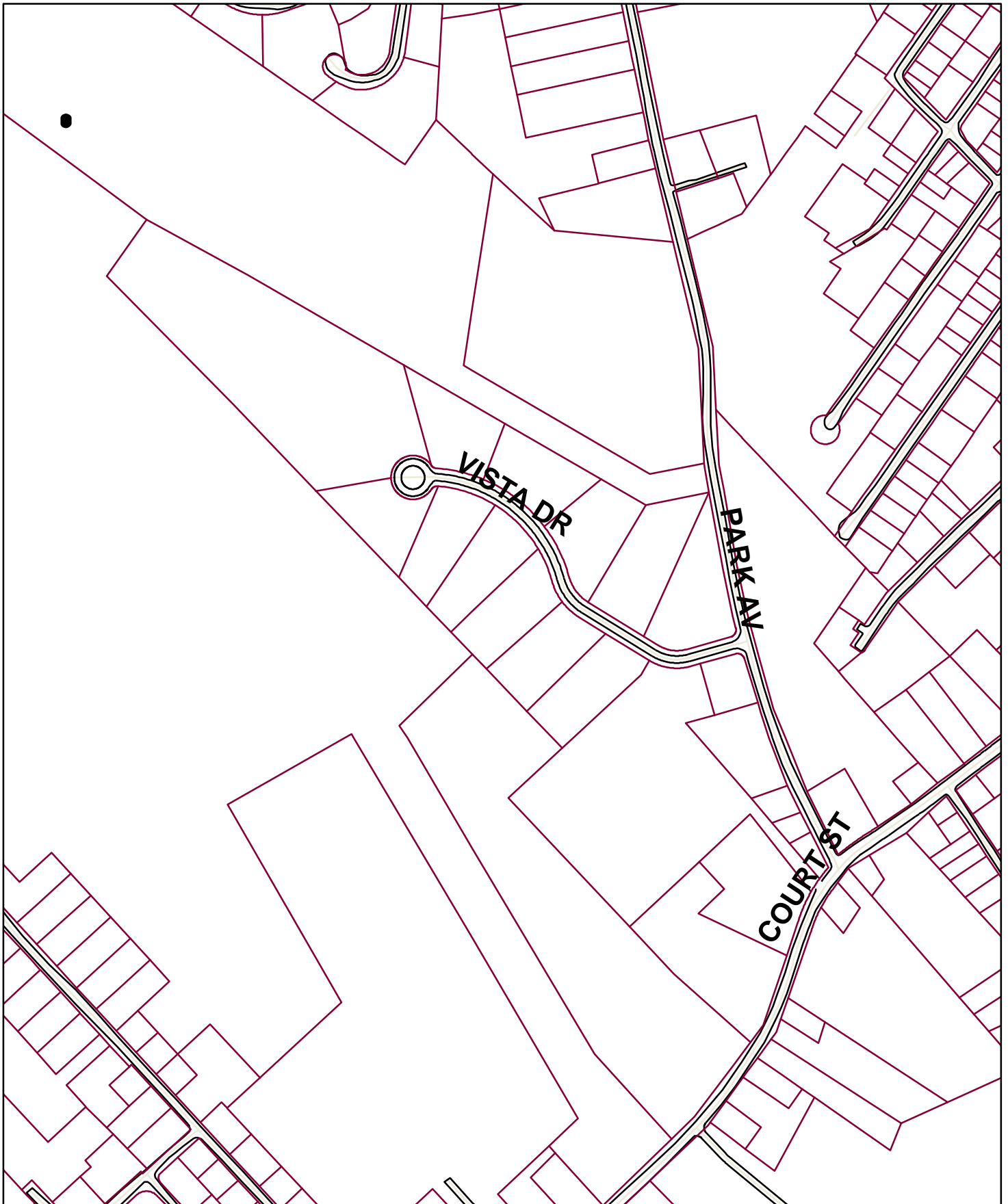
Action by Council:

DATE:

ATTEST:

CITY CLERK

VISTA DRIVE



800 400 0 800 Feet

WARRANTY DEED

B&M DEVELOPERS, INC, of 75 Hickory Drive, Auburn, Androscoggin County, State of Maine, for consideration paid, grants to

CITY OF AUBURN, a Maine municipal corporation located in Androscoggin County, State of Maine, with **WARRANTY COVENANTS**, that certain lot or parcel of land situated on the west side of Park Avenue in the City of Auburn, Androscoggin County, State of Maine, bounded and described as follows:

Being Vista Drive as shown on a plan of Vista Heights, recorded in the Androscoggin County Registry of Deeds in Book of Plans, Book 43, Page 53, and more particularly described as follows:

The true point of beginning is found as follows: Beginning on the assumed westerly sideline of Park Avenue at the northeasterly corner of land conveyed by the Auburn Water District to B&M Developers Inc. by deed dated July 25, 2003 and recorded in the Androscoggin County Registry of Deeds in Book 5561, Page 59; thence by the following courses and distances along the assumed westerly sideline of said Park Avenue: S 10° 13' 55" E a distance of 266.55' to a point; S 11° 39' 21" E a distance of 163.12' to a point; S 15° 35' 36" E a distance of 42.80' to a capped iron rod at the true point of beginning;

thence in a general southwesterly direction along a tangent curve to the right with a radius of 25' a distance of 39.33' to a capped iron rod;

thence S 74° 16' 48" W a distance of 157.55' to a capped iron rod;

thence in a general westerly direction along a tangent curve to the right with a radius of 120' a distance of 99.19' to a capped iron rod;

thence N 58° 21' 31" W a distance of 281.94' to a capped iron rod;

thence in a general northwesterly direction along a tangent curve to the right with a radius of 150' a distance of 112.50;' to a capped iron rod;

thence in a general northwesterly and westerly direction along a reverse curve to the left with a radius of 505' a distance of 622.84' to a capped iron rod;

thence in a general westerly direction along a reverse curve to the right with a radius of 25' a distance of 22.68' to a capped iron rod;

thence in a general westerly, southerly and easterly direction along a reverse curve to the left with a radius of 75' a distance of 383.50' to a capped iron rod;

thence in a general easterly direction along a reverse curve to the right with a radius of 25' a distance of 27.12' to a capped iron rod;

thence in a general southeasterly direction along a compound curve to the right with a radius of 445' a distance of 540.00' to a capped iron rod;

thence in a general easterly direction along a reverse curve to the left with a radius of 210' a distance of 157.50' to a capped iron rod;

thence S 58° 21' 31" E a distance of 281.94' to a capped iron rod;

thence in a general easterly direction along a tangent curve to the left with a radius of 180' a distance of 148.79' to a capped iron rod;

thence N 74° 16' 48" E a distance of 157.41' to a capped iron rod;

thence in a general southeasterly direction along a tangent curve to the right with a radius of 25' a distance of 39.21' to a capped iron rod;

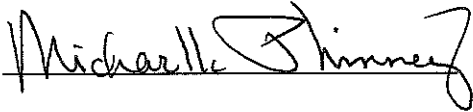
thence N 15° 35' 35" W along the assumed westerly sideline of Park Avenue a distance of 110.00' to the point of beginning. Containing 96,900 square feet.

Meaning and intending to convey Vista Drive, no more and no less, as shown on said recorded plan.

B&M Developers, Inc. has caused this instrument to be signed and delivered by Gary McFarland, its Treasurer, thereunto duly authorized.

Dated this 27th day of September, 2006

B&M Developers, Inc.

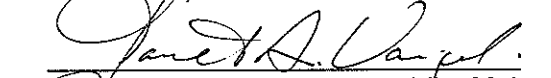

Gary McFarland, Treasurer

STATE OF MAINE
Androscoggin, ss:

September 27, 2006

Personally appeared the above named Gary McFarland, Treasurer of B&M Developers, Inc., who acknowledged the foregoing instrument to be his free act and deed in his said capacity.

Before me,


Janet D. Vangeli, Notary Public, Maine

JANET D. VANGELI
Notary Public, Maine
My Commission Expires January 29, 2011

SEAL

City Council

Agenda Information Sheet

Council Meeting Date 12/18/2006

Agenda Item No. 3

SUBJECT:

ORDER – ACCEPTANCE OF HORIZON DRIVE AS A CITY STREET

INFORMATION: Horizon Drive is a combination urban/rural design residential street, 718' ± in length, with a cul-de-sac turnaround. It is located off the northeasterly side of Summer Street approximately 1800' northerly of Mayfield Road. Horizon Drive was laid out in the Summer Terrace Subdivision, approved by the Auburn Planning Board on April 12, 2005. The Public Works, Engineering Division has inspected the construction. The street has been constructed to design standards with the following approved modification:

- Iron rods, which are now the industry standard for the land surveying profession to monument property boundaries, were used to monument the right of way.

STAFF COMMENTS/RECOMMENDATION:

Horizon Drive meets or exceeds the minimum required standards for acceptance as a City Street. Recommend acceptance.

REQUESTED ACTION:

Approve the request to accept Horizon Drive.

VOTE:

CITY OF AUBURN

CITY COUNCIL, AUBURN, MAINE

DATE: December 18, 2006

TITLE: ORDER – ACCEPTANCE OF HORIZON DRIVE

Be It Ordered by the Auburn City Council that Horizon Drive, as laid out and depicted on a subdivision plan entitled “Summer Terrace” prepared by A.R.R.C. Land Surveyors for Blue Horizon Development, dated April 12, 2005 and recorded at the Androscoggin County Registry of Deeds in Book of Plans 44, Page 120, is hereby accepted as a City Street.

Said Horizon Drive being sixty (60) feet in width and extending from Summer Street northeasterly, easterly and southeasterly seven hundred eighteen (718) feet, more or less, to the center of, and including, a sixty foot radius cul-de-sac.

Motion for passage:

Seconded by:

Vote:

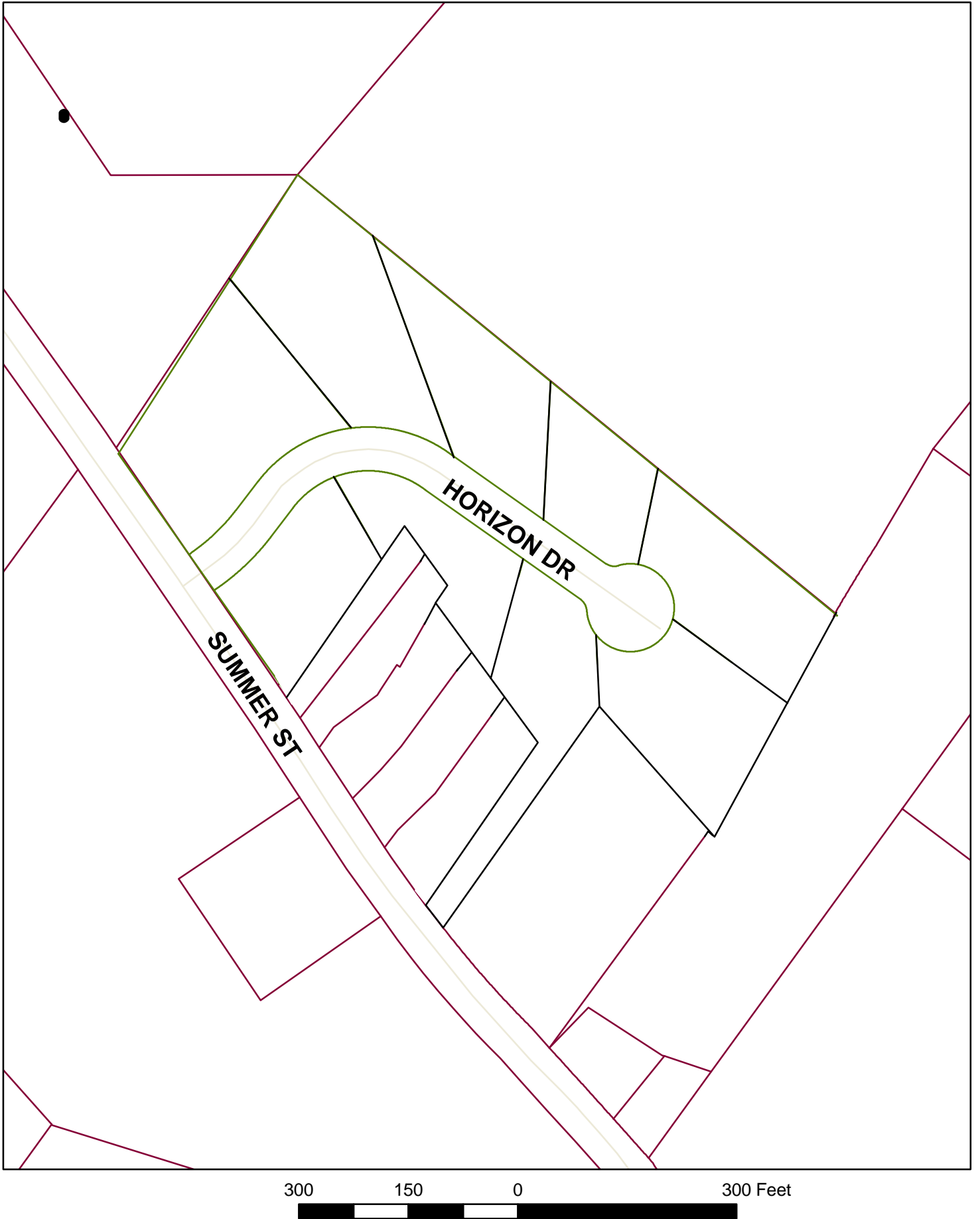
ACTION BY COUNCIL:

DATE:

ATTEST:

CITY CLERK

HORIZON DRIVE



RELEASE DEED

Blue Horizon Development Corp., a Maine Corporation, grants to **City of Auburn**, Maine, a Municipal Corporation, of Auburn, County of Androscoggin, State of Maine the land situated in Auburn, County of Androscoggin, State of Maine bounded and described as follows:

The fee to all of the streets shown on the plan entitled "Subdivision Plan for Owner Blue Horizon Development," Job Title "Summer Terrace, Summer Street" dated April 12, 2005, which plan is recorded in the Androscoggin County Registry Of Deeds at Book of Plans, Book 44, Page 120, reference to which may be had for a more particular description of the premises hereby conveyed. Meaning and intending to convey the fee to Horizon Drive along with the fee to the turn around areas depicted on said Plan.

For Grantor's source of title, see Warranty Deed of Auburn Residential Development Corporation dated September 17, 2004 recorded in the Androscoggin County Registry Of Deeds at Book 6079, Page 147.

IN WITNESS WHEREOF, the Grantor has set its hand and seal on this 17th day of November, 2006.

Witness:

Sarah T. Girardin

Blue Horizon Development Corp.

By:

Michael R. Girardin

Print Name: Michael R. Girardin

Its: Treasurer

STATE OF MAINE
ANDROSCOGGIN, SS.

November 17, 2006

Personally appeared the above-named **Michael R. Girardin** in his capacity as Treasurer of **Blue Horizon Development Corp.** and acknowledged the foregoing instrument to be his free act and deed and the free act and deed of said Corporation.

Before me,

Maureen E. Catalano

Notary Public/Attorney-At-Law

Print Name: _____

My Commission Expires: _____

MAUREEN E. CATALANO, NOTARY PUBLIC
STATE OF MAINE
MY COMMISSION EXPIRES 06/09/2012