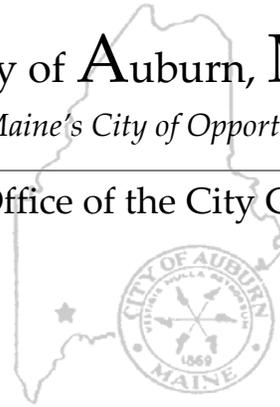


City of Auburn, Maine

"Maine's City of Opportunity"

Office of the City Clerk



Council Meeting Agenda Packet

March 3, 2008

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 March 3, 2008

Agenda

5:00 p.m. Dinner

5:30 p.m. Workshop

Joint City and School discussion of financial systems and processes
Presentation of Capital Improvement Program

7:00 p.m. City Council Meeting

Pledge of Allegiance
National Anthem – Edward Little High School Band

* **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

*030308-00 Minutes of February 19, 2008 Council Meeting

Reports

- **Mayor**
 - Business Appreciation Program - Annie's Lodging House
 - Appointments to Budget Committee

- **City Councilors**
 - **Michael Farrell:** Water Dist., L/A Jt. City Council Planning, Audit and Procurement
 - **Bob Hayes:** Railroad, Library, Audit and Procurement
 - **Dan Herrick:** MMWAC, Auburn Housing
 - **Bruce Bickford:** A-L Airport, ABDC, L/A Joint City Council Planning, AVCOG
 - **Ray Berube:** LAEGC, Planning Board, L/A Joint City/School
 - **Bob Mennealy:** Sewer District, University of Maine L-A,
 - **Ron Potvin:** School Committee, 9-1-1, LATC, L/A Joint City/School

- **City Manager**
 - Capital Improvement Plan

Communications and Recognitions

*030308-00 Communication from New Auburn Little League Re: Waive fee for Victualer Licenses

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

Unfinished Business

030308-01 Ordinance – Amendment to Chapter 9, Section 1.4 – National Electrical Code NFPA 70
(2nd Reading)

New Business

- 030308-02 Resolve – Authorize Acting City Manager to Execute Interlocal Agreement Regarding Creation of a Lewiston-Auburn Public Health Committee
- 030308-03 Resolve – Amendment to the 2007-08 Action Plan of the Community Development and HOME Investment Partnerships Program
- 030308-04 Resolve – Accepting Forfeited Funds/Property
- 030308-05 Authorize the issuance of the 2008 Dog Warrant

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

Future Agenda/Workshop Items

ADJOURNMENT

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
FEBRUARY 19, 2008
CITY COUNCIL MEETING**

PRESENT

Mayor John T. Jenkins, Councilors Michael J. Farrell, Robert P. Hayes, Daniel R. Herrick, Bruce A. Bickford, Raymond C. Berube, and Robert C. Mennealy, Acting City Manager Laurie Smith, Finance Director Denise Brown and City Clerk Mary Lou Magno. Councilor Ronald W. Potvin was absent. There were 18 people in the audience.

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

CONSENT AGENDA

Councilor Hayes moved to accept, approve and place on file the items marked with an asterisk. Seconded by Councilor Berube. Vote: 6 Yeas, No Nays.

***MINUTES OF FEBRUARY 4, 2008**

Approved under consent agenda.

REPORTS OF THE MAYOR

None

REPORTS OF CITY COUNCILORS

Councilors reported on their respective Council Committee Assignments.

REPORTS OF THE CITY MANAGER

FINANCE REPORT – MONTH OF JANUARY

Councilor Berube moved to accept and place on file the Finance Report for the month of January as prepared and presented by Denise Brown, Finance Director. Seconded by Councilor Bickford. Vote: 6 Yeas, No Nays.

REPORT RE: BUSINESS EQUIPMENT TAX EXEMPTION PROGRAM

This report was presented by Cheryl Dubois, Tax Assessor.

Councilor Berube moved to accept the report and place it on file. Seconded by Councilor Mennealy. Vote: 6 Yeas, No Nays.

REPORT RE: DEVELOPMENT REGIONAL GIS GRANT APPLICATION

This report was presented by Eric LaBelle, Community Services Director, Jessica Hanscom, City of Auburn GIS Coordinator, and Jim Ward, City of Lewiston GIS Manager.

Councilor Bickford moved to accept the report and place it on file. Seconded by Councilor Berube. Vote: 6 Yeas, No Nays.

REPORT RE: REGIONAL WETLAND MITIGATION GRANT APPLICATION

This report was presented by Norm Lamie, Superintendent of the Water and Sewer District at the workshop prior to the City Council Meeting.

COMMUNICATIONS AND RECOGNITIONS

None

OPEN SESSION

The following person made comments: Larry Morrissette, 46 High Street.

OPEN SESSION CLOSED

UNFINISHED BUSINESS

None

NEW BUSINESS

1. ORDINANCE – AMENDMENT TO CHAPTER 9, SECTION 1.4 – NATIONAL ELECTRICAL CODE NFPA (1ST READING)

Councilor Berube moved for acceptance of first reading. Seconded by Councilor Bickford. Vote: 6 Yeas, No Nays.

2. APPOINTMENT TO THE COMMUNITY DEVELOPMENT LOAN COMMITTEE

Councilor Berube moved to appoint Matthew Carter to the Community Development Loan Committee until February 2011. Seconded by Councilor Bickford. Vote: 6 Yeas, No Nays.

OPEN SESSION

Larry Morrissette, 46 High Street; and Ken Bellefleur, 10 Royal River Road.

OPEN SESSION CLOSED

FUTURE AGENDA/WORKSHOP ITEMS

Discussion and progress regarding 151 Court Street and 211 Fairview Avenue
Discussion regarding grouping and liquidating tax acquired properties
Discussion regarding last TIF – has it been approved by the state

ADJOURNMENT – 8:20 P.M.

Councilor Mennealy to adjourn. Seconded by Councilor Berube. Vote: 6 Yeas, No Nays.

A TRUE RECORD

ATTEST: _____
CITY CLERK

BUDGET COMMITTEE

Jonathan Labonte

Brian Demers

Larry Comeau

David Burke

Arthur E. Wildes

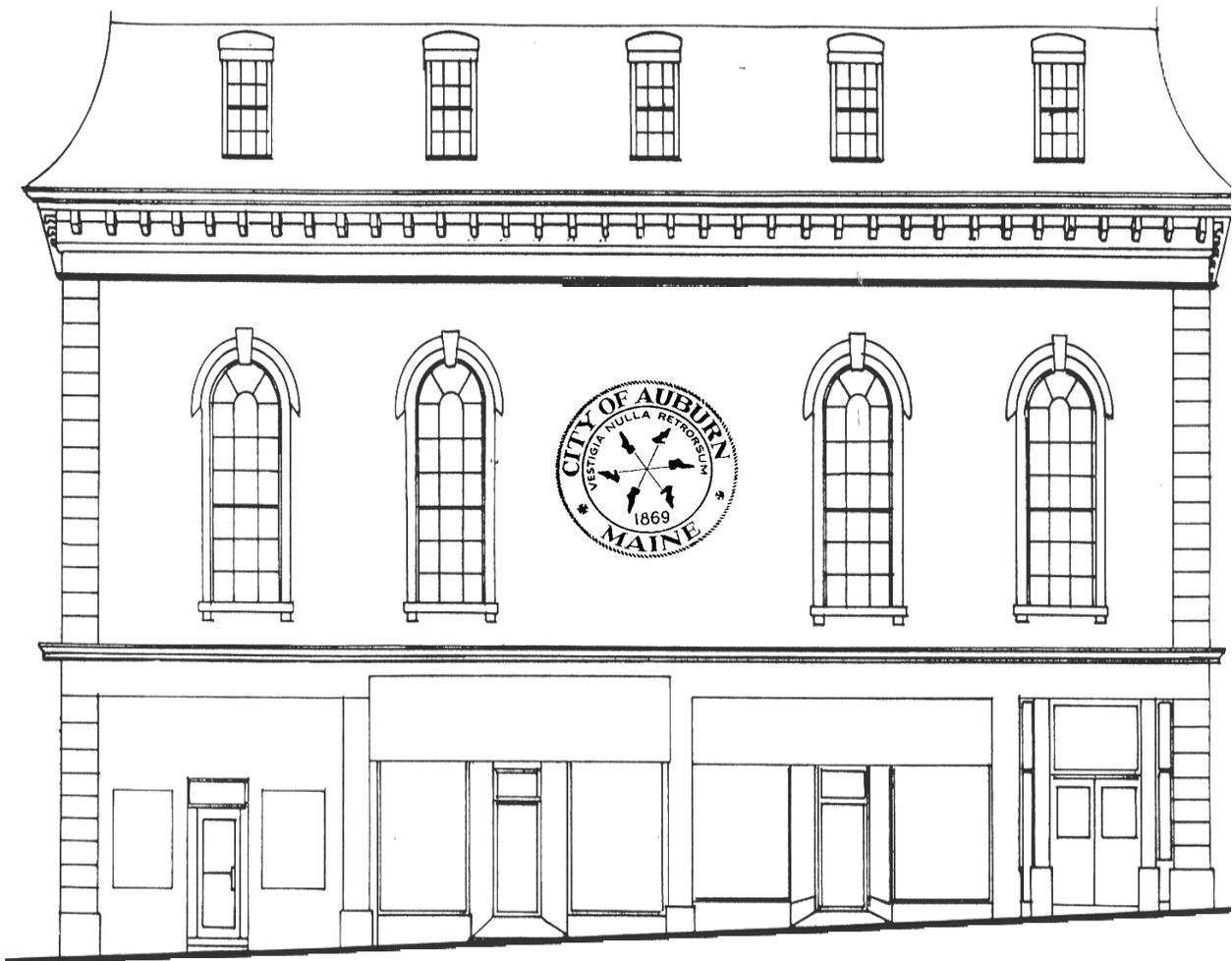
Christopher J. Aversano

Richard Kendall

City of Auburn, Maine

FY09-13

Capital Improvement Program



OFFICE OF THE
CITY MANAGER

City of Auburn, Maine

"Maine's City of Opportunity"

Office of the City Manager



TO: Mayor Jenkins and City Councilors
FROM: Laurie Smith, Interim City Manager
DATE: February 28, 2008

RE: **FY 2009-2013 Five Year Capital Improvement Plan**

I am pleased to present the City's 5 year Capital Improvement Plan (CIP) for the fiscal years 2009 through 2013. The plan includes all municipal departments and the School Department.

Introduction

The Capital Improvement Planning process is a tool intended to help the Council assess the existing inventory of infrastructure, equipment and assets, and take a planned approach to protecting our investment, identifying future needs, and allocating financial resources appropriately to meet priorities. The definition of "capital improvement" includes equipment which costs \$3,500 or more and has a life of 3 or more years, and infrastructure and building maintenance, replacement, expansion, and improvements.

The CIP is a multi-year planning document which provides a basis for evaluating competing capital needs within the City's available fiscal resources. By examining the breadth of needs and prioritizing them, the City Council is in a better position to make budgetary decisions which position the City for the future and are most cost effective.

As a planning tool, the CIP identifies current and future needs and establishes targets which the City should strive to achieve. The cost estimates are more accurate for the first two years of the plan and become more of an educated estimate in years 3 to 5. The CIP identifies needs and program areas that should be considered and discussed, but the project costs are not as exact.

Our approach to capital planning and budgeting has been to continually reinvest in our existing infrastructure at a steady rate. This avoids the rollercoaster effect of investing in roads some years and not others which helps keep pace with maintenance needs. However, due to cost increases for materials and the fact that the roads that need attention are some of our longest and most expensive roads, budgeting the same amount each year actually means we are not doing as much work as in the past. This past fiscal year the Council approved an additional one million in capital funds to address the increases in road maintenance and construction costs. While the CIP is an important budgetary tool, it is a planning document and not a budget. Acceptance of the CIP does not obligate the City Council to fund anything; the City Council decides the level of funding for capital projects when you approve the annual City budget.

The Need for Capital Planning. Aside from the obvious benefits of planning ahead and being proactive, the CIP has a significant impact on the fiscal status of the City. One of the criteria the Bond rating agencies such as Moody's and Standard & Poor's use to rate a community is its depth of fiscal planning. The rating agencies act favorably on communities which have a financial plan, a capital improvement plan, an investment policy, and planned economic development. In addition, the CIP can assist the community in planning its growth patterns and timing the location of new or expanded developments.

CIP Successes. A plan is only as good as its implementation. Therefore, it is worth reviewing what has been accomplished as a result of the Council's attention to planning and having a vision for the community. This past year the City continued to make progress in street improvements, equipment replacement which increases our efficiency, and major drainage projects which are necessary to meet federal environmental mandates.

The Year Ahead. The FY 2009-2013 CIP shows annual average needs well in excess of \$8 million annually. The largest items within the CIP are the road costs which are calculated on a ten year improvement plan that the council agreed upon last year. The purpose of the CIP is to identify existing and future needs that need to be addressed in a systematic planned approach. In order to help the City Council make budgetary decisions and set priorities, it is important for the Council to have a 20,000 foot view of what needs to be accomplished, although we know that the entire proposed capital improvements cannot be funded in one fiscal year. Therefore the Council is asked to take the long range view, while setting annual priorities. The goal of the annual CIP budget is to position the City to continue to the progress we have achieved in street maintenance and reconstruction, acquiring equipment which makes operations more efficient, productive, and safe, renovating existing buildings to improve their usefulness and prolong their life, and advancing the technology in the City, Schools and Library. Some of the major projects in this CIP are:

- Street improvements – paving and reconstruction
- Sidewalk improvements
- Storm drain and drainage improvements
- School building improvements and renovations
- School Department technology upgrades
- Equipment replacement for Police, Fire, Public Works, Parks & Rec.
- Building additions for Police and Fire

Conclusion. Clearly the outstanding CIP needs which have been identified exceed the community's ability to fund them fully. Establishing priorities will be your challenge during the budget process, but a conscientious commitment to setting priorities and making a commitment to reinvest in our infrastructure and capital needs within the context of fiscal reality, will serve the community well for years to come.

The CIP is an integral component of the City's effort to provide a level of predictability for both the Council and the citizens with respect to the cost of City operations, funding levels, and the tax rate. It also enhances the City's ability to plan for the future and ensure that Auburn has a well thought out approach to development which encompasses economic growth, while preserving and enhancing Auburn's qualities and amenities which make our community an ideal place to live, raise a family and earn a living.

Developing the 5 year CIP takes a different kind of effort than that required in the annual budget process. Rather than the single year focus, it requires the staff, the Mayor and Council to think about the needs of today and those that are on the horizon. My thanks and commendations go to Finance Director Denise Brown Smith who led the effort of working with the Departments to analyze the City's current and future capital improvement needs. We hope you find this document a clear a useful tool as the budget process proceeds.

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
<u>City Clerk</u>							
Restoration of City Records	Administrative	\$3,000	\$4,500				
	<i>subtotal - City Clerk</i>	\$3,000	\$4,500	\$0	\$0	\$0	\$0
<u>Community Services</u>							
<i>Assets & Technology</i>							
Servers	Technology	\$20,000	\$19,800	\$20,400			
Assets Management	Technology	\$75,000					
IP Telephone	Technology	\$15,000					
Computers	Technology	\$10,000	\$10,000	\$10,000			
GPS	Technology	\$7,500	\$7,500	\$7,500			
Plotter	Technology	\$14,000					
<i>Engineering</i>							
Major Drainage	Infrastructure	\$900,000	\$1,600,000	\$900,000	\$1,000,000	\$900,000	
MDOT Match	Infrastructure	\$103,000	\$372,000	\$200,000	\$200,000	\$200,000	
Reclaim	Infrastructure	\$403,000	\$395,000	\$240,000	\$247,000	\$268,000	
Resurfacing	Infrastructure	\$1,398,000	\$1,084,000	\$1,191,000	\$1,325,000	\$1,059,000	
Reconstruction	Infrastructure	\$2,124,000	\$2,199,000	\$1,593,000	\$1,535,000	\$1,412,000	
Crack Sealing	Infrastructure	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	
Vehicles	Equipment	\$16,000	\$20,000				
Equipment	Equipment	\$1,300					
Sidewalks	Infrastructure	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	
Court Street	Infrastructure	\$195,000					
	<i>subtotal - Community Services</i>	\$5,401,800	\$5,827,300	\$4,281,900	\$4,427,000	\$3,959,000	\$0

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
<u>Fire</u>							
Vehicle Replacement - 1 Ton Utility/Response Truck	Equipment	\$40,000					
Planning - New Auburn Station & Police Sub-station	Administrative	\$4,000					
PPE for Influenza Plan	Equipment	\$10,000	\$10,000	\$10,000			
Station Security	Bldg/Facilities	\$25,000					
Washers/Dryers/Dishwashers	Equipment	\$10,000	\$10,000				
Planning - Combined Public Safety Building	Administrative	\$26,500					
Parking & Ramp Surface Paving	Infrastructure		\$75,000				
Repair & Seal Central Station Main Floor	Bldg/Facilities		\$41,000				
Woods & Brush Vehicle	Equipment		\$65,000				
Rescue Vehicle	Equipment		\$280,000				
New Auburn Station w/Police Sub-station	Bldg/Facilities		\$3,000,000				
Combined Public Safety Building/Land Acquisition	Infrastructure		\$525,000				
Combined Public Safety Building/Design & Build	Bldg/Facilities			\$9,000,000			
Replace Engine 2	Equipment				\$700,000		
Boiler Replacement - E2 Station	Bldg/Facilities				\$20,000		
<i>subtotal - Fire</i>		\$115,500	\$4,006,000	\$9,010,000	\$720,000	\$0	\$0
<u>Ice Arena</u>							
Compressor Building with Header	Bldg/Facilities	\$375,000					
New Boards & Glass	Bldg/Facilities	\$170,000					
New Exit Doors	Bldg/Facilities		\$16,000				
Concrete Floor	Bldg/Facilities				\$113,000		
Replace Furnaces	Equipment				\$13,000		
Hot Water Heater	Equipment					\$6,000	
New Bleachers	Equipment					\$113,000	
Lower Arena Ceiling, Lights & Sprinklers	Bldg/Facilities						\$116,000
HVAC System	Bldg/Facilities						\$80,000
Floor Matting	Bldg/Facilities						\$8,000
Olympia Resurfacing Machine	Equipment						\$75,000
<i>subtotal - Ice Arena</i>		\$545,000	\$16,000	\$0	\$126,000	\$119,000	\$279,000

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
<u>Intergovernmental</u>							
<i>9-1-1</i>							
Back-up Radios for Auburn Police & Fire Stations	Technology	\$46,000					
System Wide Uninterrupted Power Supply (UPS)	Technology	\$15,000					
Motorola Radios	Technology			\$102,659			
<i>Airport</i>							
Hangar #3 Improvements	Bldg/Facilities	\$50,000	\$25,000	\$25,000			
Reconstruct East Apron	Infrastructure					\$100,000	
Extend Security Fence	Infrastructure	\$25,000	\$25,000	\$25,000			
Land/Avigation Easements	Infrastructure		\$12,500				
Hanger #2 - Rehabilitate	Bldg/Facilities	\$17,500	\$20,000				
Maintenance Equip. Storage Building Addition	Bldg/Facilities					\$18,750	
Design/Expand Runway & Construct Runway Safety Areas	Infrastructure		\$12,500	\$100,000	\$100,000		
Reconstruct Existing Taxiway	Infrastructure					\$14,313	
Rehabilitate Public Long Term Parking Lot	Infrastructure				\$125,000		
<i>LATC</i>							
Fixed Route Transit Buses (4)	Equipment	\$45,000	\$45,000				
<i>subtotal - Intergovernmental</i>		\$198,500	\$140,000	\$252,659	\$225,000	\$133,063	\$0
<u>Parks & Recreation</u>							
Raymond Park Playground Retaining Wall	Infrastructure	\$10,000					
Project Canopy (Trees/matching grant)	Infrastructure	\$5,000					
Vehicle Replacement - 1/2 Ton Pickup	Equipment	\$20,000					
Playground Replacement at Municipal Beach	Equipment	\$25,000					
Case Tractor	Equipment		\$40,000				
Equipment Replacement - Riding Mower	Equipment		\$14,685				
Hasty Center - Gym Floor	Bldg/Facilities		\$120,740				
Athletic Complex Feasibility Study	Administrative		\$14,000				
Lake Street - Playground Replacement	Equipment		\$50,000				
Vehicle Replacement - One Ton Truck	Equipment			\$37,000			

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
Equip. Replacement - (2) Walk Behind Mowers	Equipment			\$10,000			
Multi-Use Maintenance Vehicle	Equipment			\$95,000			
Pettingill Park - Baseball Field Improvements	Infrastructure			\$30,000			
Land Acquisition - South Auburn	Infrastructure			\$270,000			
Equipment Replacement - Riding Mower	Equipment				\$9,000		
Replace 15 Passenger Van w/22 Passenger Mini-bus	Equipment				\$55,000		
South Auburn Field Complex	Infrastructure				\$175,000		
Raymond Park - Playground Replacement	Equipment					\$25,000	
Vehicle Replacement - One Ton Dump Truck	Equipment					\$40,000	
<i>subtotal - Parks & Recreation</i>		\$60,000	\$239,425	\$442,000	\$239,000	\$65,000	\$0
<u>Planning & Permitting</u>							
<i>Planning</i>							
Comprehensive Plan Update	Administrative	\$50,000					
<i>Electrical</i>							
Traffic Signal LED Replacement	Equipment	\$3,500					
Traffic Signal Emergency Preemption Additions	Equipment	\$3,500					
Aerial Fire Alarm Repairs	Equipment	\$5,000	\$5,000				
Downtown Main Street Light Upgrade	Equipment	\$5,000	\$5,000	\$5,000			
Roadway Lighting Upgrades	Equipment	\$5,000					
Replace Service Van	Equipment	\$25,000					
<i>subtotal - Planning & Permitting</i>		\$97,000	\$10,000	\$5,000	\$0	\$0	\$0
<u>Police</u>							
Fleet Replacement	Equipment	\$110,250	\$113,750	\$96,750	\$99,750	\$105,200	
Mobile Data Terminal Upgrade	Technology		\$24,024	\$24,024	\$17,952		
Rifles	Equipment		\$16,500				
In Car Camera Replacement	Technology			\$12,000	\$12,000	\$12,000	
HVAC System	Bldg/Facilities						\$30,000
Building Repairs	Bldg/Facilities						\$50,000
Parking Lot Expansion	Infrastructure						\$30,000
<i>subtotal - Police</i>		\$110,250	\$154,274	\$132,774	\$129,702	\$117,200	\$110,000

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
<u>Property</u>							
<i>Great Falls Performing Art Center</i>							
Parking Lot Upgrade	Infrastructure	\$250,000					
Heating System Upgrade	Bldg/Facilities		\$99,000				
Safety Exit	Bldg/Facilities			\$115,000			
Electrical Upgrade	Bldg/Facilities				\$578,480		
Elevator	Bldg/Facilities					\$210,000	
<i>Other Property</i>							
Electrical Bldg - Lead Paint Abatement	Bldg/Facilities	\$46,000					
Electrical Bldg - Masonry	Bldg/Facilities		\$45,000				
Electrical Bldg - Roof Replacement	Bldg/Facilities			\$35,000			
<i>subtotal - Property</i>		\$296,000	\$144,000	\$150,000	\$578,480	\$210,000	\$0
<u>Public Works</u>							
Buildings & Bldg. Improvements	Bldg/Facilities	\$54,000	\$180,000	\$1,000,000	\$1,000,000	\$800,000	
Heavy Equipment	Equipment	\$165,000	\$232,000	\$244,000	\$256,000	\$268,000	
Non-Vehicle Equipment	Equipment	\$66,000	\$30,000	\$32,000	\$34,000	\$36,000	
Machinery	Equipment	\$25,600	\$5,000	\$5,000	\$5,000	\$5,000	
Vehicles	Equipment	\$388,000	\$210,000	\$220,000	\$230,000	\$240,000	
Street Improvements. Emulsified Asphalt	Infrastructure	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000	
Guard Rail Replacement	Infrastructure	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	
General Drainage	Infrastructure	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	
<i>subtotal - Public Works</i>		\$803,600	\$762,000	\$1,606,000	\$1,630,000	\$1,454,000	\$0

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
<u>School</u>							
AMS							
Additional 6th Grade Classrooms	Bldg/Facilities						\$3,000,000
Replacement of Freezer Units in Kitchen	Equipment				\$50,000	\$50,000	
Stage Lighting and Curtains	Equipment	\$23,000					
Classroom Re-Flooring (27 classrooms, stage & library)	Bldg/Facilities	\$87,690	\$87,690	\$87,690			
Enlarge Rear Parking Lot	Infrastructure		\$12,000				
<i>subtotal - AMS</i>		\$110,690	\$99,690	\$87,690	\$50,000	\$50,000	\$3,000,000
East Auburn							
Phase II Addition	Bldg/Facilities						\$3,300,000
<i>subtotal - East Auburn</i>		\$0	\$0	\$0	\$0	\$0	\$3,300,000
ELHS							
ADA Accessibility / 6 B & G Bathrooms	Bldg/Facilities		\$198,000	\$198,000			
A & B Wing Roofing & Structural Upgrade	Bldg/Facilities		\$164,108				
Flooring Replacement (60 rooms, café, lower level hallway)	Bldg/Facilities	\$97,113	\$97,113	\$97,113	\$97,113		
Athletic Fields (2)	Infrastructure				\$135,000		
Lower Parking Lot Stairs	Infrastructure	\$35,000					
Major School Construction (replace ELHS)	Bldg/Facilities						\$26,000,000
Tennis Court Lights	Infrastructure				\$30,000		
New Electrical Entrance	Bldg/Facilities				\$200,000		
Track/Soccer Field Lighting	Bldg/Facilities				\$160,000		
Classroom Furniture Replacement (@1500 desks & chairs)	Bldg/Facilities			\$166,345	\$166,345	\$166,345	
Interior Handrail Replacement - ADA	Bldg/Facilities					\$166,000	
Exterior Doors (33)	Bldg/Facilities					\$300,000	
New Windows & Exterior Siding	Bldg/Facilities					\$1,998,000	
Cellular Window Treatments	Bldg/Facilities					\$80,000	
Parking Lots - Increase for Student, Staff & Parent Parking	Infrastructure		\$50,000	\$50,000			

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
Heating and Ventilation	Bldg/Facilities		\$3,800,000				
Addition - Cafeteria, Auditorium, Library	Bldg/Facilities						\$6,000,000
<i>subtotal - ELHS</i>		\$132,113	\$4,309,221	\$511,458	\$788,458	\$2,710,345	\$32,000,000
Fairview							
50's wings ventilation/heating	Bldg/Facilities		\$919,520	\$229,880			
Student Bathrooms ADA - B & G	Bldg/Facilities	\$118,992					
Expand Parking	Infrastructure		\$66,000				
<i>subtotal - Fairview</i>		\$118,992	\$985,520	\$229,880	\$0	\$0	\$0
Franklin							
Roof Replacement / Structural Upgrade	Bldg/Facilities			\$273,923			
Floor & Ceiling Tiles Removal - Hazardous Materials	Bldg/Facilities	\$123,000					
Elevator	Bldg/Facilities		\$84,817				
<i>subtotal - Franklin School</i>		\$123,000	\$84,817	\$273,923	\$0	\$0	\$0
Park Avenue School							
Two Additional Classrooms	Bldg/Facilities		\$220,000				
<i>subtotal - Park Avenue School</i>		\$0	\$220,000	\$0	\$0	\$0	\$0
Sherwood Heights							
Ventilation	Bldg/Facilities	\$324,800					
New Classroom Sinks and Countertop ADA	Bldg/Facilities	\$43,100					
<i>subtotal - Sherwood Heights</i>		\$367,900	\$0	\$0	\$0	\$0	\$0

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
Support Services Building							
P/U Truck with Plow (replace 2000 GMC)	Equipment		\$38,000				
P/U Truck with Plow (replace 1991 Chevy)	Equipment	\$38,000					
One Ton P/U (replace 2002 1/2 ton) for Sanding	Equipment				\$40,000		
Van (replace 1997 GMC)	Equipment			\$24,000			
Mower (replace existing John Deere)	Equipment				\$23,000		
<i>subtotal - Support Services Building</i>		\$38,000	\$38,000	\$24,000	\$63,000	\$0	\$0
Technology							
Classroom Smartboards - AMS / Merrill Hill	Technology	\$100,000		\$100,000			
Classroom Smartboards - ELHS / Franklin	Technology		\$100,000		\$100,000	\$100,000	
<i>subtotal - Technology</i>		\$100,000	\$100,000	\$100,000	\$100,000	\$100,000	\$0
Walton Elementary							
Interior Door Replacement - ADA	Bldg/Facilities		\$50,330				
Classroom and Hallway Flooring Replacement	Bldg/Facilities	\$213,259					
Walton Field Fence	Infrastructure	\$20,000					
Roof Repair & Remove Gutters	Bldg/Facilities	\$20,000					
Heating and Ventilation	Bldg/Facilities			\$624,594			
<i>subtotal - Walton Elementary</i>		\$253,259	\$50,330	\$624,594	\$0	\$0	\$0
Washburn							
Phase II Addition	Bldg/Facilities						\$3,000,000
<i>subtotal - Washburn</i>		\$0	\$0	\$0	\$0	\$0	\$3,000,000
Total School Department		\$1,243,954	\$5,887,578	\$1,851,545	\$1,001,458	\$2,860,345	\$41,300,000

City of Auburn FY09-13 Capital Improvement Program

Department/Project	Type	FY09	FY10	FY11	FY12	FY13	Future
<i>GRAND TOTAL SUMMARY</i>							
City Clerk		\$3,000	\$4,500	\$0	\$0	\$0	\$0
Community Services		\$5,401,800	\$5,827,300	\$4,281,900	\$4,427,000	\$3,959,000	\$0
Fire		\$115,500	\$4,006,000	\$9,010,000	\$720,000	\$0	\$0
Ice Arena		\$545,000	\$16,000	\$0	\$126,000	\$119,000	\$279,000
Intergovernmental		\$198,500	\$140,000	\$252,659	\$225,000	\$133,063	\$0
Parks and Recreation		\$60,000	\$239,425	\$442,000	\$239,000	\$65,000	\$0
Planning and Permitting		\$97,000	\$10,000	\$5,000	\$0	\$0	\$0
Police		\$110,250	\$154,274	\$132,774	\$129,702	\$117,200	\$110,000
Property		\$296,000	\$144,000	\$150,000	\$578,480	\$210,000	\$0
Public Works		\$803,600	\$762,000	\$1,606,000	\$1,630,000	\$1,454,000	\$0
School		\$1,243,954	\$5,887,578	\$1,851,545	\$1,001,458	\$2,860,345	\$41,300,000
	<i>GRAND TOTAL</i>	\$8,874,604	\$17,191,077	\$17,731,878	\$9,076,640	\$8,917,608	\$41,689,000

New Auburn Little League



P.O. Box 775 Auburn, ME 04212

February 13, 2008

City of Auburn
Attn: Mary Lou Magno
60 Court St.
Auburn, ME 04210

Dear Mayor Jenkins & City Council Members;

In the past New Auburn Little League has requested a waiver for the victualers license for both of the fields that we use – Sherwood Heights and Pulsifer Park. I am writing this letter to you today to request a waiver again for the 2008 season.

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Dori-Anne Tarr".

Dori-Anne Tarr
President
New Auburn Little League

City Council

Agenda Information Sheet

Council Meeting Date 2/19/2008

Agenda Item No. 1

SUBJECT:

ORDINANCE – AMENDMENT TO CHAPTER 9, SECTION 1.4 – NATIONAL ELECTRICAL CODE NFPA 7- (1ST READING)

INFORMATION:

It is the recommendation of the City Electrician that the City adopt the most recent edition (2008 – NFPA 70) of the National Electrical Code. The adoption will provide a safe living environment in Auburn by:

1. Assuring code complying installations with recently introduced electrical equipment, materials and methods.
2. Continue to provide us with the necessary rules for the abatement of electrical violations.
3. Provide up-to-date design and safety rules sufficient to reduce threats to life and property from the misuse of electricity.

The National Fire Protection Association (NFPA) adopted the 2008 National Electrical Code in July 2007. Twenty Code making panels worked diligently for two years to review 3,600 Code change proposals and comments to those proposals from the electrical industry at large. The NFPA voted to accept 32% of the proposed changes (1,152 changes) of these, about 400 are substantial and will have an impact on the industry and the general public.

STAFF COMMENTS/RECOMMENDATION:

Staff recommends approval of first reading.

REQUESTED ACTION:

Motion for acceptance of 1st reading.

VOTE:

City of Auburn

City Council, Auburn, Maine

Date: February 19, 2008

**TITLE: ORDINANCE – AMENDMENT TO CHAPTER 9, SECTION 1.4 –
NATIONAL ELECTRICAL CODE (NFPA 70)**

Be It Ordained by the Auburn City Council That, Section 1.4 of Chapter 9 be amended by read as follows:

Section 1.4 National Electrical Code

The City of Auburn hereby adopts a certain electrical code known as the National Electrical Code recommended by the National Fire Protection Association and being particularly the 2008 edition.

Motion for acceptance of first reading: Raymond Berube Seconded by: Bruce Bickford

Vote: 6 Yeas, No Nays

Motion for acceptance of second reading and final passage:

Seconded by:

Vote:

Action by the City Council:

Date:

Attest:

City Clerk

City Council

Agenda Information Sheet

Council Meeting Date 3/3/2008 Agenda Item No. 2

SUBJECT:

**RESOLVE – AUTHORIZE ACTING CITY MANAGER TO EXECUTE
INTERLOCAL AGREEMENT RE: LEWISTON-AUBURN PUBLIC
HEALTH COMMITTEE CONSTITUTION AND BY LAWS**

INFORMATION:

Phil Nadeau, Deputy Administrator in Lewiston, has been leading this coordinated effort and appeared before the Council at your workshop on February 25th. Both the Lewiston and Auburn City Councils are being asked to adopt an interlocal agreement that would establish a joint standing public health committee to coordinate response to regional health issues as well as act as a resource to public and non-profit agencies. The Lewiston City Council approved this at their February 19th City Council Meeting.

STAFF COMMENTS/RECOMMENDATION:

Staff recommends approval of the resolve.

REQUESTED ACTION:

Motion for passage of the resolve.

City of Auburn

City Council, Auburn, Maine

Date: March 3, 2008

TITLE: RESOLVE – AUTHORITY ACTING CITY MANAGER TO EXECUTE
INTERLOCAL AGREEMENT RE: LEWISTON-
AUBURN PUBLIC HEALTH COMMITTEE
CONSTITUTION AND BY LAWS

Be It Resolved by the Auburn City Council That the Acting City Manager is authorized to execute the attached Interlocal Agreement regarding the Lewiston-Auburn Public Health Committee Constitution and By Laws

Motion for acceptance:

Seconded by:

Vote:

Action by the City Council:

Date:

Attest:

City Clerk

V. Proposed Interlocal Agreement

This Agreement is made and entered into as of this _____ day of _____, 2007 by and between the Cities of Lewiston and Auburn, both political subdivisions of the State of Maine, in accordance with Chapter 115 of Title 30-A of the Maine Revised Statutes.

WHEREAS the Lewiston-Auburn Public Health Steering Committee, a group of concerned citizens representing a wide variety of healthcare providers, assembled for the purpose of articulating a new community vision to address our public health system of care through a mechanism that will greatly improve coordination and collaboration between healthcare providers, the public health sector, business, public schools, and local, county and state government;

WHEREAS the steering committee issued a September 2007 report entitled “Report to the Mayors and City Councils of Lewiston and Auburn: Recommendation to Approve the Creation of a Lewiston-Auburn Public Health Committee” which acknowledged existing budgetary constraints, provided a new blueprint which will enhance healthcare networking, partnerships and planning, and improves the delivery of public health services in Lewiston and Auburn;

WHEREAS the steering committee has provided for critical resident review through two public hearings in both cities and have received the input and endorsement of the major healthcare providers on the September 2007 report to the Mayors and City Councils of Lewiston-Auburn;

WHEREAS the Cities of Lewiston and Auburn agree to authorize the creation of a new joint standing committee for our community identified as the “Lewiston-Auburn Public Health Committee,” endorses the short-term and long-term goals proposed by the steering committee, and authorizes the implementation of its Constitution and By-Laws which shall read as follows:

LEWISTON-AUBURN PUBLIC HEALTH COMMITTEE CONSTITUTION AND BY LAWS

ARTICLE I – NAME

The name of this organization shall be the “Lewiston-Auburn Public Health Committee” or herein referred to as the “LAPHC”.

ARTICLE II – MISSION STATEMENT

“To create public health partnerships that promote physical and mental health and prevent disease, injury, and disability.”

ARTICLE III – AUTHORITY

The LAPHC shall be a public health advisory body to the City Councils and Mayors for the Cities of Lewiston and Auburn. The LAPHC shall engage in those public health activities that are consistent with the “ten essential public health services” articulated in its vision and mission statement. The LAPHC shall be granted the authority to coordinate and plan public health activities, conduct public health campaigns utilizing funds and resources authorized by the City Councils of Lewiston and Auburn and made available by outside agencies.

ARTICLE IV – MEMBERSHIP

Section 1. “Representative” shall be used to identify those appointed individuals who shall be entitled to voting privileges as outlined in these by-laws. Voting representatives and their organizations may not appoint alternates to serve in place of the appointed representative

Section 2. Voting membership, equaling one vote, shall be appointed by a vote, conducted separately or jointly, by the city councils of Lewiston and Auburn. All organizations, unless otherwise noted in Section 3 and 4 of these by-laws, shall submit one nominee for appointment by the city councils. Any organization, unless otherwise noted in Section 3 and 4, whose appointee is not ratified by the City Councils shall be entitled to submit other nominees until such time as one is ratified.

In the specific case that the voting Representative or their organization/position is terminated, significantly changes service operations, moves operations from outside the Lewiston-Auburn area, is acquired by another entity, or in the opinion of both City Councils no longer fits the mission of the LAPHC, the authority to amend these by-laws shall require a majority vote of both City Councils (done separately or jointly) to approve the selection of another organization/position/individual to fill the position.

The following organizations/positions/areas of focus shall make up the voting Representatives of the LAPHC:

- Healthy Androscoggin
- Lewiston Public Schools (note Section 4)
- Auburn Public Schools (note Section 4)
- Mental health (note Section 3)
- Central Maine Medical Center – Administration
- Central Maine Medical Center - Clinical
- Sisters of Charity Health Systems – Administration
- Sisters of Charity Health Systems – Clinical
- New MeDHHS/Maine CDC District Public Health Officer
- MeDHHS/Maine Center for Disease Control - Public Health Nurses

- MeDHHS/Office of Immigration and Multicultural Services
- SeniorsPlus
- Auburn City Council
- Lewiston City Council
- Ethno based mutual assistance agency (note Section 3)
- Business sector (note Section 3)
- Androscoggin Emergency Management Agency
- Catholic Charities Maine/Refugee Immigrant Services
- General public/non-resident or resident – Auburn (note Section 3)
- General public/non-resident or resident – Lewiston (note Section 3)
- General public/resident only (note Section 3)

Section 3. All Representatives to which this section applies shall be appointed by the City Councils of both cities utilizing a public selection process of the City Councils choosing. Membership to the “General public/resident only” position shall alternate between both cities and will begin with the selection of an Auburn resident to fill the first term.

Section 4. The Lewiston and Auburn School Boards shall submit their nominees representing the Lewiston and Auburn public school systems. The nominees may be a school board member or any other employee of the respective public school systems.

Section 5. Non-voting membership. The purpose of the non-voting Representative is to provide input and advice to the voting Representatives of the LAPHC.

In the specific case that the non-voting Representative or their organization/position is terminated, significantly changes service operations, moves operations from outside the Lewiston-Auburn area, is acquired by another entity, or in the opinion of both City Councils no longer fits the mission of the LAPHC, the authority to amend these by-laws shall require a majority vote of both City Councils (done separately or jointly) to approve the selection of another organization/position/individual to fill the position.

All organizations, unless otherwise noted below, shall submit one nominee to for appointment by the city councils. Any organization/position/individual (unless otherwise noted below) whose appointee is not ratified by the City Councils shall be entitled to submit other nominees until such time as one is ratified.

- Maine Care
- Local Health Officer – Auburn
- Local Health Officer – Lewiston
- Maine CDC - Western Maine Regional Epidemiologist

- MeDHHS/Maine Center for Disease Control - Office of Minority Health
- Auburn Police Department
- Lewiston Police Department
- Androscoggin Sheriff Department
- Health research/data liaison (note Section 6)
- Media representative (note Section 6)

Section 6. All Representatives to which this section applies shall be appointed by the joint City Councils utilizing a public selection process of the City Councils choosing.

Section 7. Vacancies: The City Councils shall fill an existing vacancy to complete the un-expired term of a committee member who has, for any reason, vacated the position either temporarily or permanently. The Lewiston and Auburn City Clerks must be notified in writing when such vacancies occur.

ARTICLE V – ORGANIZATION

Section 1. Conducting Business: The affairs of the LAPHC may be conducted by the members assembled at any authorized Regular or Special meeting of the committee in which a quorum of the LAPHC is present.

Section 2. Officer terms, elections, vacancies: The two (2) officer positions of the LAPHC shall be as follows: Chairperson and Vice-Chairperson. Terms shall be three (3) year terms. Elections shall be conducted by the LAPHC representatives at any regularly scheduled meeting.

Section 3. Committee Representative terms:

- A. The terms of all members of the LAPHC shall be set in staggered three (3) year terms set according to a schedule outlined in sub-section B of this Section.
- B. The terms of the LAPHC members shall be established according to the following schedule: At the inaugural meeting, those representatives nominated and elected as officers shall be immediately assigned to three (3) year terms. Prior to the inaugural meeting, ten voting representatives, selected randomly by the city councils, with the exception of the Chairperson and Vice-Chairperson, shall be assigned to three (2) year terms which shall subsequently become three (3) year terms thereafter. All other LAPHC voting and non-voting representatives shall be assigned to three (3) year terms that shall remain three (3) year terms thereafter.

ARTICLE VI – DUTIES, RESPONSIBILITIES AND OTHER COMMITTEES

Section 1. Duties of the Chairperson and Vice-Chairperson:

- A. Chairperson: Shall call all Regular, and Special meetings of the organization; will appoint members to ad-hoc committees; and provide leadership to the organization.
- B. Vice-Chairperson: Shall provide assistance to the Chairperson and will serve as Chair in his/her absence.
- C. Committees: The LAPHC Chairperson may appoint members to, and create, ad hoc committees on an “as needed” basis. The members of those committees shall select chairpersons for all standing or ad hoc committees.

ARTICLE VII – MEETINGS

- Section 1. Regular Meetings: Regular meetings shall be held as needed. All regular meetings are open to the public.

The Chairperson shall have the responsibility to ensure that notice/agendas for the Regular Meeting be forwarded to the general public and membership within a reasonable amount of time but no less than seven days prior to the meeting date.

- Section 2. Special Meetings: The Chairperson may call special meetings and each member and the media shall be notified by mail, email, fax or other communication. Email or faxed notices shall require written or verbal confirmation of attendance.

The Chairperson may call a special meeting for any purpose. The Chairperson shall make every reasonable effort to notify the media and membership of such meetings within twenty-four (24) hours of the scheduled date and time.

- Section 3. Standing and Ad Hoc Committee Meetings: The Chairperson, or his/her designee, of all standing and ad hoc committees shall provide reasonable notice to all committee members and the media in the event of any scheduled standing or ad hoc committee meeting. Meeting rules and other such business shall be set by the committee.

- Section 4. Quorum:

- A. Regular and Special Meetings: A quorum for all Regular and Special meetings of the LAPHC shall consist of those who are in attendance but shall be no less than fifty (50) percent of the total membership. All affirmative votes of the LAPHC must receive no fewer than twelve (12) votes to be binding.
- B. Standing and Ad Hoc Committees: There shall be no quorum requirements for any standing or ad hoc committee.

ARTICLE VIII – BY-LAWS AMENDMENTS

The LAPHC may, by majority vote, submit recommendations for by-laws changes to the City Councils which shall be delivered to the City Clerks of both cities. By-Laws shall only be amended with the approval of both City Councils (either conducted jointly or separately).

ARTICLE IX – RULES OF ORDER

The current edition of Robert’s Rules of Order shall govern the proceedings of all meetings of the LAPHC and its constituent parts except as provided by these by-laws.

NOW, THEREFORE, the Cities of Lewiston and Auburn agree that this Agreement shall be governed by and construed in accordance with the laws of the State of Maine specifically including, but not limited to, Chapter 115 of Part 2 of Title 30-A of the Maine Revised Statutes. It shall be liberally construed to effect the purposes for which the Lewiston-Auburn Public Health Committee was created;

AND that the Lewiston City Administrator’s Office shall provide basic administrative support services ~~until such time as while~~ the City Administrator in Lewiston and the City Manager in Auburn develop a mutually agreeable plan to develop other administrative support systems that will be submitted to both City Councils no later than six months from the date of this agreement utilizing available municipal and community resources;

AND that the existence of the Lewiston-Auburn Public Health Committee shall commence upon the latter of: (1) enactment of resolutions authorizing this Agreement by the City Councils of Lewiston and Auburn; and (2) the filing of this Agreement with the City Clerks of Lewiston and Auburn and the Secretary of State for the State of Maine in accordance with 30-A M.R.S.A., Section 2204;

AND that the modification of this Agreement may occur at any time by a duly enacted resolution of both City Councils of Lewiston and Auburn. Notification of any action to modify this Agreement must be delivered in writing to the Chairperson of the LAPHC and to the City Clerks in Lewiston and Auburn no later than fourteen (14) days prior to any scheduled vote of the City Councils in Lewiston and Auburn;

AND that the existence of the LAPHC shall continue until such time as either City Council in Lewiston or Auburn terminate this agreement;

AND that the termination of this Agreement may occur at any time by a duly enacted resolution of the City Council of Lewiston or the City Council of Auburn. Notification of any City Council action to terminate this Agreement must be delivered in writing to the Chairperson of the LAPHC and to the City Clerks in Lewiston and Auburn no later than

fourteen (14) days prior to any scheduled vote of the City Council in either Lewiston or Auburn;

AND that in the event any provision of this is declared to be invalid or illegal, the remaining portions shall remain enforceable in accordance with their terms.

Motion for passage:
Vote:

Seconded by:

Action by _____ City Council:

Date:

ATTEST:



Executive Department
Phil Nadeau
Deputy City Administrator



February 27, 2008

Mayor John Jenkins
Auburn City Council
Auburn, ME 04240

Mayor Jenkins and members of the Auburn City Council:

On behalf of the Public Health Steering Committee, I want to extend my appreciation to you for meeting with me and the members of our committee Monday evening. I also want to acknowledge the support this process has received from Dot Meagher, Laurie Smith and Marylou Magno who have been instrumental in getting this proposal before you.

It is the sincere hope of the entire committee that we have adequately answered your concerns regarding the mission and organizational details of the proposed Public Health Committee and the inter-local agreement that will create it.

I want to reemphasize that the recommendation of the Steering Committee will be to have both cities not submit any request for funding to support this effort. We believe that there are adequate resources in the community that support many of the disconnected efforts around public health. Much of what we hope to accomplish will be to find ways to enhance and improve what already exists within our healthcare infrastructure.

Our committee believes that the networking opportunities alone within this committee will generate additional resources and opportunities that will provide significant benefit to all the residents of Lewiston and Auburn and that it will do so without the need for property tax support.

I have enclosed a copy of the amendment to the inter-local agreement passed by the Lewiston City Council on February 19, 2008 which will stipulate that the Auburn City Manager and the Lewiston City Administrator's offices report back to both councils within six months of the Committee's first meeting on how administrative support will be provided going forward. I fully expect that we will achieve a resolution that will be agreeable to all parties.

Once again, thank you for allowing us the opportunity to discuss this with the residents of Auburn. Our committee looks forward to meeting with you on Monday evening.

Sincerely,

A handwritten signature in cursive script that reads "Phil Nadeau".

Phil Nadeau

City Council

Agenda Information Sheet

Council Meeting Date: 3/3/2008

Agenda Item No. 3

SUBJECT:

**RESOLVE – AMENDMENT TO THE 2007-08 ACTION PLAN OF THE
COMMUNITY DEVELOPMENT AND HOME INVESTMENT
PARTNERSHIPS PROGRAM**

INFORMATION:

The amendment of the 2007-08 Action Plan involves re-allocating \$140,000 of Community Development Block Grant funds of which \$100,000 will be used to recapitalize the Rehab Loan Program and \$40,000 to complete the Cook and Fifth Street Sidewalk project, and \$29,000 of HOME Investment Partnerships Program funds of which \$4,000 will be used to recapitalize the Security Deposit Program and \$25,000 to Lewiston's rental housing.

STAFF COMMENTS/RECOMMENDATION:

Staff recommends approval and passage of the resolve.

REQUESTED ACTION:

Motion for passage of the resolve.

VOTE:

City of Auburn

City Council, Auburn, Maine

Date: March 3, 2008

**TITLE: RESOLVE – AMENDMENT TO THE 2007-08 ACTION PLAN OF
THE COMMUNITY DEVELOPMENT AND HOME
INVESTMENT PARTNERSHIPS PROGRAM**

Be It Resolved by the Auburn City Council, That the 2007 Action Plan be amended by re-allocating \$140,000 in the Community Development Block Grant funds and \$29,000 in HOME Investment Partnerships Program funds, as recommended by the Community Development staff.

Motion for acceptance:

Seconded by:

Vote:

Action by the City Council:

Date:

Attest:

City Clerk

City of Auburn, Maine
"Maine's City of Opportunity"
Community Development Program



TO: Laurie Smith, Acting City Manager

FROM: Reine Mynahan, Community Development Administrator

RE: Community Development Program Amendments

DATE: February 13, 2008

I am requesting approval of an amendment to the 2007-08 Action Plan of the Community Development Program. The amendment will be to 1) re-allocate \$140,000 of Community Development Block Grant funds, \$100,000 for the Rehabilitation Loan Program and \$40,000 for contracted services for sidewalk improvements to Cook and Fifth Streets; and 2) re-allocate \$29,000 of HOME Investment Partnerships Program funds for the Security Deposit Program and rental housing.

Citizen Participation

In the past the Citizen's Advisory Committee (CAC) asked that they be notified of any proposed re-allocation of funds and if they have a concern, they would contact staff or their City Councilor. The CAC was notified of this change on February 11, and we have heard of no concerns as yet.

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Rehabilitation Loan Program

In response to the high prices to keep homes warm, in December Community Development staff requested an amendment to the Rehabilitation Loan Program guidelines. This amendment accomplished two objectives: 1) to expand the program to include investors who rent to low-income tenants; and 2) to increase the loan limits to a level that is high enough to accommodate generally larger buildings that are occupied as rental housing.

Staff created a streamlined approach in an effort to speed up loan processing. All together, this approach has been very successful. The loan committee has been meeting bi-monthly and has approved 10 energy applications to make improvements to 15 units. Furthermore, there are currently 8 applications in the pipeline.

The success of this program has created a shortfall that will affect the program for the remainder of the year. At this time, the program has an uncommitted balance of \$3,684. Without further capitalization of the loan program, it will be necessary to hold up the loan closings of the 8 applications that are in queue until we receive program income. We propose re-allocating \$100,000 to this program.

Cook and Fifth Street Sidewalk Project

The 2005-06 Community Development budget included \$30,000 for sidewalk improvements on Cook and Fifth Streets. These improvements were to be completed by the Auburn Public Works crew; therefore, the budget reflects an amount for materials only. Due to other commitments, Public Works has been unable to undertake this project.

In this year's budget, a separate amount was appropriated to undertake sidewalk improvements through contracted services. The bids for contracted services were extremely favorable, and the City's contractor is willing to take on more sidewalk work at the same unit prices. Including this work in the current contract would be a good arrangement for both the City and the contractor. However, by contracting the work the cost would increase by \$40,000. We propose re-allocating \$40,000 for this project

Cancelled Activities

In order to increase funding for the Rehab Program and sidewalks, we propose reducing the Economic Stimulus Loan Program by \$85,000, and canceling the activities for Great Falls School Elevator (\$25,000) and Academy Street Design Services (\$30,000). Demand has been low for Economic Stimulus loan funds, and there is no prospect of undertaking the Great Falls School Elevator for at least another year.

HOME INVESTMENT PARTNERSHIPS PROGRAM

Security Deposit Program

The current HOME budget includes \$7,600 for a Security Deposit Program funded by both Auburn and Lewiston. This program has been extremely successful in assisting homeless and near-homeless people to obtain housing. Since July 1st, the program has assisted 34 households to become housed, 19 of which were assisted with HOME funds. The loan pool is currently depleted. The amendment includes an additional \$2,000 from each community.

Rental Housing—Lewiston

In order to receive HOME funds, it was necessary for the twin cities to form a consortium. The City of Auburn is the lead agency. For that reason, Lewiston's HOME budget is included in Auburn's Action Plan, and changes must go through Auburn's approval process. Lewiston has had a great level of activity in rental housing and desires to move \$25,000 from homebuyer to rental housing.

Recommendation

The Community Development Department recommends that the City Council approve this amendment of the 2007-08 Action Plan of the Community Development Program.

Public Hearing

To comply with the Citizen Participation Plan requirements of the Community Development Program, the Mayor and City Council shall hold a public hearing prior to considering the amendment.

City Council

Agenda Information Sheet

Council Meeting Date 3/3/2008 Agenda Item No. 4

SUBJECT:

RESOLVE – ACCEPTING CERTAIN FORFEITED FUNDS/PROPERTY

INFORMATION:

Federal Forfeiture Law permits the forfeiture of currency/property used to facilitate drug trafficking or which exists as the result of being the proceeds of drug trafficking. The law further permits the United States to distribute up to 90% of the value of forfeited property to State and local law enforcement agencies who participate in the underlying investigation. Justice Department policy dictates that local law enforcement agencies must use the monies for “law enforcement purposes”.

STAFF COMMENTS/RECOMMENDATION:

Staff recommends approval of this resolve.

REQUESTED ACTION:

Motion for passage of the resolve.

CITY OF AUBURN

CITY COUNCIL, AUBURN, MAINE

DATE: January 14, 2008

TITLE: RESOLVE – ACCEPTING CERTAIN FORFEITED FUNDS - PROPERTY

Be It Resolved by the Auburn City Council, that the City of Auburn agrees to accept \$813.00 seized in connection with drug enforcement matters. The funds in question shall be made available to the Auburn Police Department for use in their law enforcement purposes.

Motion for passage:

Seconded by:

Vote:

ACTION BY COUNCIL:

DATE:

ATTEST:

CITY CLERK

City Council

Agenda Information Sheet

Council Meeting Date 3/3/2008 **Agenda Item No.** 5

SUBJECT:

ISSUANCE OF 2008 DOG WARRANT

INFORMATION:

Annually between February 1st and April 1st the municipal officers of each municipality shall issue a warrant to notify the owners of unlicensed dogs to comply with licensing regulations. Staff is suggesting that the City of Auburn issue their warrants effective March 3, 2008.

STAFF COMMENTS/RECOMMENDATION:

The City Clerk's Office began issuing 2008 dog licenses November 1, 2007. A friendly reminder was mailed to dog owners December 1st reminding them to renew their dog licenses.

REQUESTED ACTION:

Motion to approve 2008 dog warrant.