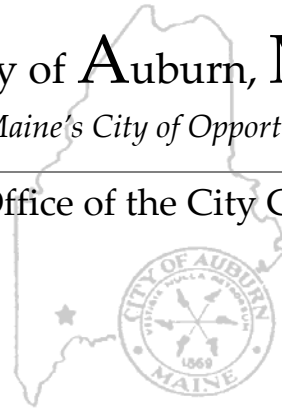


City of Auburn, Maine

"Maine's City of Opportunity"

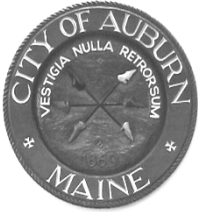
Office of the City Clerk



Council Meeting Agenda Packet

November 17, 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 November 17, 2008

*"While your responsibility may
be individual, your authority is
collective" ¹*

Agenda

5:00 p.m. Dinner

5:30 p.m. Workshop

- A. Update: Great Falls Arts Center Study
- B. Discussion: Special Municipal Election
- C. Discussion: Sprinkler ordinance
- D. Open

If necessary Workshop will continue following adjournment

7:00 p.m. City Council Meeting

Pledge of Allegiance – Webelo Scout Pack 137

* **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

Reports

Mayor

Appoint City Council Representative to Joint Services Commission

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

Finance Report – Month of October

Discussion/Update: ACERT

Communications, Presentations and Recognitions

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

¹ Denis Culley, Attorney/Planning Board Member, Town of Mercer

Unfinished Business

New Business

111708-01 Resolve – Disposition of Tax Acquired Property

111708-02 Public Hearing and action on Automobile Graveyard and/or Junkyard Licenses for: M & P Auto Inc., Buck's Auto, Morris Auto Parts, Inc., Isadore T. Miller Co., Maine Metal Recycling, Inc., and Randy's Auto Parts, Inc.

111708-03 Resolve – 133 Hampshire Street – Habitat for Humanity

111708-04 Resolve – Community Development Block Grant Amendments

111708-05 Order – Lubear Way Acceptance

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

Executive Session - Discuss personnel: City Manager's evaluation.

Future Agenda/Workshop Items

ADJOURNMENT

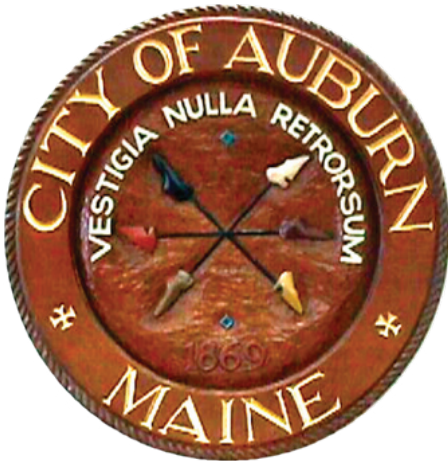
Executive Session: On occasion, the City Council discusses matters which are required or allowed by State law to be considered in executive session. Executive sessions are not open to the public. The matters that are discussed in executive session are required to be kept confidential until they become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

Great Falls Arts Center
Auburn, Maine

FEASIBILITY STUDY REPORT

Commissioned by
City Of Auburn and
Community Little Theatre



Design Team

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Cultural Development Planner

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Councilor Farrell

Community Little Theater

Steve Hubor
Doreen Traynor
Adam Klein
Richard Martin

LA Arts

Andrew Harris

Edward Little Drama

Jim Miller

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Lauricella & Associates**

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I. INTRODUCTION

I.A. Executive Summary of Findings and Recommendations

Positive Indicators: The existing site and structure, referred to in this report as the Great Falls Arts Center, have repeatedly been cited in prior planning initiatives as an optimal location for an arts center in Auburn. Many cities across New England comparable in size to Auburn have successful community arts centers. A community of art supporters and users exists in Lewiston-Auburn (L-A), including a number who have identified themselves, over the course of this study, as needing space for their activities. A healthy local economy depends on diversification, and the increasing importance of the creative economy has been widely recognized by businesses, planners, and economists in Maine and across the country.

Informal Arrangement Have Evolved into a Impasse. The building, owned by the City and subject to deferred maintenance, requires updating of building systems, including life safety improvements. Occupants of the building have invested time, money, and sweat equity in the structure for improvements and to maintain access for the community of users. The City, given escalating heating costs, seeks to move the facility to self-sustainability. Most crucially, current rents do not cover current operating costs. As a result, the lack of long-term commitment to the building means that occupants cannot raise capital or grants funding through the standard process of not-for-profit operations and that the City's leasing efforts are hampered.

The Great Falls Arts Center has Potential. The facility, although needing capital investment, is majestic, well known, and easily accessible. The community of current building users is diverse and vibrant. They have invested time, energy and creative capital into making the Great Falls Arts Center a place where they perform, teach, and create art. With support from the City of Auburn and the greater L-A community they are an asset positioned to grow and thrive

This Study Articulates A Direction For Change. Users and the City, seeking to change the current situation, want to strengthen and improve an infrastructure supporting the arts in a creative economy. The study recommends that, working with an extended timeframe proposed as five years, the facility should go up a ramp to a path to self-sufficiency. In the short term, the facility can be improved and energized by putting into place strategic building improvements, program development, and an efficient umbrella management organization. Specific goals and hurdles should be established and met in order to measure and monitor success in the process. In this way, over an extended timeframe, the facility can move to a position from which capital can be raised through campaigns, grants, and bonds for a substantial renovation/addition project. The final goal is to reposition the building and the site as a renewed sustainable center for community arts in Auburn.

I.B. Background

The Twin Cities of Lewiston and Auburn are centrally located in the state's urban corridor, approximately mid-way between Portland, Maine's largest city, and Augusta, the state capital. L-A, 30 miles from Augusta and 34 miles from Portland, is accessible for same-day trips from both cities for full-day meetings. L-A is the hub for Androscoggin County, with a population of about 106,000.

The area's economy has shifted from a traditional reliance on textile manufacturing to become a center for health care services and precision manufacturing. Nevertheless, to some in the regional tourism industry, the area's image is still heavily linked to its fading "mill town" past. Lewiston-Auburn is the gateway to western Maine, a significant source of visitor traffic in the summer months. However, the lack of compelling visitor attractions makes it easy for many travelers to bypass L-A in favor for Portland to the east or smaller communities to the west. A community arts center would greatly enhance L-A's arts and culture environment.

The arts and culture of Lewiston-Auburn are the results of many and varied enclaves all bringing talents and traditions to daily life in the cities. These include strong performing arts organizations both community and professional, several colleges and institutions with arts curricula, a population base that includes artists and craftspeople in the region, local industrial and ethnic history that resonates with national themes, and recently enhanced visitor amenities in the downtown core area.

The cultural organizations and creative community of L-A are now substantially ahead of the facilities and programs they inhabit. The greatest impediment to the growth of Lewiston-Auburn's artistic and cultural life is infrastructure. A question remains to be answered: how can Lewiston-Auburn achieve a sense of pride and place that is equal to, if not greater than, its substantial resources?

I.C. Purpose of the Study

The City of Auburn, Maine, and the Community Little Theatre (CLT) share interest in exploring the potential for repositioning the Great Falls Arts Center as a dedicated community arts center in its current location in Auburn. This interest is based on the City's adoption of a master plan for the development and redevelopment of downtown Auburn as well as the envisioning, in the Auburn Downtown Action Plan for Tomorrow (ADAPT), of a proposed redevelopment of the former Great Falls School site into a performing arts complex. The City desires that a performing arts venue will be a resource for public school performing arts programs and also desires to find a reuse strategy that will lessen the long-term maintenance responsibilities inherent in supporting an aging building and infrastructure. The Community Little Theatre has used the "Great Falls School" stage and auditorium for productions for more than fifty years and wishes to control the use of a site, either by ownership or a long-term low-cost lease, to accommodate performing arts space, production rehearsal space, storage of props and scenery, and to have rental space for groups involved with the arts. The City and CLT have concluded that the Great Falls School site may represent the best resource to satisfy the mutual goals of both organizations and desire a reuse plan of this property that will provide a revenue stream to ensure the sustainability of this performing arts organization.

The City and Community Little Theatre jointly engaged Taylor & Burns Architects, as lead firm of a design team, to provide a study to assess the several facility and operational factors that bear upon the feasibility of such an initiative, as specified in the RFS dated February 29, 2008.

Process for the Study

This report is based on:

- visual inspection of existing conditions
- construction documents from prior efforts by others
- review and analysis of CLT's financial information, planning materials, and occupancy history
- public meetings (including three meetings in Auburn and numerous telephone conference calls), interviews, and discussions with members of the Study Committee—including representatives from the City of Auburn, Edward Little High School, the Community Little Theatre, and L/A Arts—as well as other individuals
- work by design team members—architectural design and project oversight, engineered systems design, theater design, and arts business planning—includes the report plus appendices attached with assessment and recommendations regarding the site, the building, the theater space, and organizational operations
- a public meeting with members of the arts community and prospective users or interested parties in Lewiston-Auburn, on October 23, 2008

The report builds upon prior planning initiatives of the City of Auburn:

- the 1995 Comprehensive Plan
- the Auburn Downtown Action Plan (ADAPT) of 1999 – 2000
- LA Excels studies of 2001- 2003

Each of these prior plans has articulated the benefits of the current arts activities at this location, the need and expression of public interest in strengthening their presence, and the benefits of doing so.

This study is intended as a tool for the City of Auburn, Community Little Theatre, tenants, and potential partners to make decisions regarding revitalization of the site as a sustainable community arts center, with consideration for: facility operations and management, potential new programs of use, and prioritization of capital needs.

II. Summary Assessment of Existing Physical Conditions

Located up on a hill with a view of L-A downtown and Androscoggin River, the site is expansive even if presently underutilized. The five acre parcel is centrally located, easily accessed from the main highways and local streets, with possible parking nearby, and is convenient to downtown business and restaurants. The site is an important point in the connection between Auburn and New Auburn and in the connection to Lewiston via the pedestrian bridge. The building's size and history contribute to its position as a destination for the local community and to its potential as a destination for the broader community.

Essentially an unreconstructed old school, the building is structurally sound and shows obvious signs of deferred maintenance. A report from the Maine State Fire Marshall in 2003, which has triggered a chain of events including this study, includes some outstanding life safety issues. These, along with other building systems upgrades, including energy efficiency improvements, are described in detail in Appendix 1 Architectural and Code Compliance Assessment and in Appendix 5 Engineered Systems. Admittedly

in need of improvement, the building structure and shell present potential that can be leveraged and repositioned.

The theater has ample seating and good wing space. However, back-of-house operations are virtually nonexistent and set and stage construction is often done on an *ad hoc* basis on the stage. Sound insulation and heat are not up to modern standards, nor are accommodations for the disabled or front-of-house operations such as box office and concessions. Summer and late spring performances are often moved elsewhere since the building does not have air conditioning.

III. Summary Assessment of Existing Operations Conditions

The daily operation of the Great Falls Arts Center can be characterized as an informal “partnership” rooted in over twenty five years of working together. The key institutional partners are the City of Auburn, the Community Little Theatre, and the Edward Little High School Drama Club.

Currently, the Great Falls Arts Center is the home of CLT, the Edward Little High School Drama Club, and a mix of tenants from individual artists to dance companies. CLT, the largest, most visible tenant in the building, has a long history of performing in the space. Since 1981, when it first relocated its operations, CLT has been the anchor tenant in the “new 1930s” wing that includes the auditorium, gymnasium, some classrooms, and basement space. The theater and its adjacent spaces, occupied by CLT on a daily basis, is home to four of their five productions, the majority of their rehearsals, and their day-to-day operations including the box office and office space. Over the course of a year, hundreds of people enter the building as a consequence of CLT’s tenancy. This ongoing and daily use has given the building life and identity within the broader community.

The Edward Little High School Drama Club is a key user of the theater space. Drama club productions occur in the theater throughout the year: student musicals, one act plays, variety shows, the senior play, plus rehearsal times for all performances. The City of Auburn has a strong theater program in the middle schools. With no theater facility in the High School, use of the GFAC is critical to allowing students to follow their interest into high school. It gives them access to a fully equipped theater and the opportunity to perform in a “real theater.” In addition, if a volunteer can be found or CLT staff is available, Edward Little High School students can use the theater for technical studies internships. Looking forward, offering technical workshops is a possibility, currently under consideration, that many seek to implement.

In addition to CLT and the Edward Little High School, the building houses a broad and diverse community of individuals and organizations. The City of Auburn has responsibility for leasing and managing these miscellaneous tenants who occupy the classroom wings. In 2008, the list of tenants included movement (dance, yoga & martial arts), photography and art studios, and not-for-profit office space.

GREAT FALLS LIST OF TENANTS ¹

Tenant	Type of Use
Community Little Theatre	Auditorium, classrooms, basement
Edward Little High School	Auditorium, classrooms, basement
Classroom wing	
Maine Franco Canadian Genealogical	office
Bates College	art studio
Camire Dance School	dance studio
Library	hourly
Share Center	not-for-profit recycling center
Community Artisan Guild	office
Dance Center	dance studio
Kip Elliot	photography & graphic design
Adult Education	office & classroom
Brazilian Jiu-Jitsu	martial arts studio
Annual lease income	\$ 49,424

Currently, space is available in the building, though City staff believes that with more time and marketing the space could be fully leased. This has been proven out by the addition of two new tenants generated by the publicity of the community meeting. Marketing has been *ad hoc* and word-of-mouth and focused on the short term while long term plans for the facility have been in development.

The building is cooperatively managed by CLT and the City of Auburn. CLT manages the theater space including stage and audience area, while the City of Auburn Economic Development staff is responsible for marketing and leasing the remaining classroom spaces. As owner, the City has primary responsibility for maintenance and management; as day-to-day onsite user, CLT is often in the position of taking the lead. Subsequent to relocating at the theater, CLT renovated the space and made capital improvements including a reconstructed lobby, new interior walls, upholstered seats, and enlarged stage and better lighting and sound. Since 1982 the carpet has been replaced, walls repainted, and lighting and sound systems further improved. The current CLT and City staff members work well together, jointly managing through ongoing communications and meetings.

The current method of operating the building is not sustainable over the long run. There are two critical concerns:

1. Annual operating expenses exceed rental income
2. CLT does and does not have a "home"

¹ Source: City of Auburn/Economic Development

III.A. Annual Operating Expenses Exceed Rental Income

Currently rental income does not cover annual operating costs for the building, and it is anticipated that, without changes, increases in expenses will continue to outstrip increases in rental income. According to materials provided by the City of Auburn current lease income totaled \$49,424. Next year, operating expenses are expected to increase by 37 percent. In 2007/2008 the operating expenses for the building were \$105,528; the projected expenses for 2008/2009 are \$144,950. Heating costs are the largest operating expense and are projected to increase from \$58,650 in 2007/2008 to \$100,000 in 2008/2009. If operations continue as at present, the deficit is projected to be near \$100,000.

GREAT FALLS ART CENTER OPERATING BUDGETS

	2007/2008		2008/2009
	6/30/2008		Projected 6/30/2009
Salaries / Benefits	\$12,830.41		\$13,750.00
Maintenance	0		0
Marketing	0		0
Operating Supplies	\$211.75		\$750.00
Water & Sewer	\$6,933.12		\$7,300.00
Building Repairs	\$6,191.41		\$2,000.00
Electrical	\$15,093.18		\$15,150.00
Heating	\$58,650.00		\$100,000.00
Equipment Repairs	\$5,617.85		\$6,000.00
TOTALS	\$105,527.72		\$144,950.00

III.B. CLT Does and Does Not Have a "Home"

CLT, like many community theaters, has relied on sweat equity, creativity and passion to build an organization. This effort has resulted in increasing ticket revenue since 2004 and strong ticket sales during the last few seasons. Unfortunately this revenue model is inadequate to support the additional capital and operating costs of a major facility improvement project. To undertake a sustainable capital project, CLT would need a more diversified "capital structure" with a more balanced combination of assets and liabilities, income and expenses, and endowment.

CLT has increased its revenues and managed its expenses by minimizing its facility costs (recently CLT has spent between 8 to 12 percent of its annual operating budget on facility expenses). By sharing the space with the Edward Little High School, using volunteer time, and investing large amounts of sweat equity, CLT manages with a model of "time sharing." CLT pays, in part, with its time. The full financial cost of the building is shared between the City, CLT, and the other tenants. To undertake a sustainable capital project, CLT would need to take on additional operating costs to cover fundraising staff and predevelopment expenses. Taking on those expenses, plus assuming fuller facility expenses, would significantly stress CLT's operating budget and result in deficits.

CLT's long history in the building and its daily and highly visible use contribute to the community sense that the GFAC is their building. The positive outcome of this is a known and well regarded "brand." As demonstrated at the community meeting, many people have fond memories and association with the building based on positive experiences with CLT. This is a tremendous asset for CLT and the City of Auburn. However, CLT's ability to financially leverage this asset is limited in the present situation, and it is unable to capture the financial impact of this investment on its balance sheet. In addition the lack of a long term lease makes it very difficult for CLT to raise capital funds from either philanthropic or conventional financial sources.

As a noted author says, "It is virtually impossible to increase productivity in the performing arts."² Revenue growth, based on a facility with a fixed number of seats and a competitive pricing environment often lags expenses. To achieve long term sustainability, CLT will need a development strategy to increase its philanthropic revenue through grants, major donors, and individual giving. This development strategy can lay the groundwork for a capital campaign to raise money for the facility and, potentially, an operating endowment. A comprehensive effort by CLT would also include board development including targeted expansion of the board.

IV. Evaluation of the Potential of the Facility

One consequence of the lack of a long term plan is that the building's area is underutilized. History and the informality of the arrangements contribute to tenant sprawl and a wide array of effective rents. In addition, the building's physical inefficiencies contribute to under-optimization. For example, the wide corridors, not needed for the current occupancy, contribute to an inefficient net-to-gross space utilization. Immediate opportunities to increase rental income involve consolidation, relocation, and better utilization of space. Current use of the stage area for rehearsal and set construction limits its availability to other groups and to additional rental income.

Appendix Two, Great Falls Current Occupants and Suggested Relocations, identifies current tenants and their rooms. Developed during a meeting, it suggests a series of consolidations of existing users and some reductions of space and relocation of uses (e.g., costume or sewing rooms relocated to a lower windowless level with lower rents). The impact of this consolidation, summarized below, is an increase space available to rent from 2,557 sf to 9,274 sf and a potential revenue gain of \$42,600 if it can be rented at current market rate of \$4.60 / sf.

GREAT FALLS IMPACT OF RELOCATIONS & CONSOLIDATIONS

Total Area SF	37,705
Currently Vacant SF	2,557
Potential rentable square footage from consolidation and relocation SF	9,274
Additional rental income	\$ 42,660

² *Running Theaters, Best Practices for Leaders and Managers*, Duncan M. Webb (2004)

The facility, more generally, possesses two critical assets that can be leveraged. Physically, the historic building in a good central location on the expansive five-acre civic site all support easy recognition. Programmatically, the strong history of arts programming at the site is also an asset. Each resident group—CLT, Edward Little High School Drama Club and a mix of individual artists, dance teachers, yoga, and other groups—contributes to the recognition and support of the building and the programming.

The facility has potential to expand both these assets.

- Program uses can be expanded by existing and new occupants in the building.

For example: The Dance Center, according to interviews, is undergoing a shift from a community-based to a regionally-recognized center for dance.

For example: Following the public meeting in October to assess potential interest in the direction outlined by this study, organizations interested in space in the existing facility stepped forward and have since become tenants. With even the small amount of promotion required for a public meeting, tenancy can be increased and the programming of the building expanded. With more dedicated promotional efforts, it seems doubtless that more interest in the facility will develop.

For example: An interest and need exists, according to interviews, in expanded offerings in after-school programs and in summer day “camp” programs for children and teenagers, which could be met in various ways by existing and new occupants in the building.

- The facility has potential to be scheduled for more intense programmatic use. Typically, spaces in the building—classrooms, theater, or gymnasium—have been made available for a single dedicated use. Therefore, spaces are either rented or vacant. However, many of the spaces are not in continuous use and could be scheduled more flexibly in order to support a wider variety of different uses over the course of the month. From research during the study and from the community meeting, other potential needs have been identified.

For example: Two arts groups identified themselves at the public meeting in October as seeking a physical home in Auburn with a specific interest in continuous rental storage for instruments and equipment and space rental on a weekly or monthly basis.

- Physically, the building has potential to be used more intensively, both inside and outside.

For example: Certain uses can be organized to specific locations in the building with differentiated rental structures (e.g., storage in the basement with rents lower than those for upper-level spaces with windows).

For example: Physical features of the building can be utilized to expand the range of usable spaces, so that space can be carved from the wide corridors to provide for rentable storage rooms.

For example: Exterior spaces around the building, currently disconnected from interior spaces, are frankly underutilized. With modifications, the asset of this civic site could enhance the functioning of a community arts center by providing space for a truly wide, diverse, and changing set of uses: receptions at theater or gallery openings, “First Fridays,” or open studio events that are the token of common currency at arts organizations; outdoor classes, including afterschool and summer camp outdoor activities; community gardens related to educational or horticultural organizations; café or food cart venues with outdoor seating; and, if developed properly over time, other community receptions with rental potential.

V. Strategy Options Investigated

The study investigated major strategies for possible physical and operation change, consolidated and presented here as within three distinctly different options. In diligence and as groundwork for the three strategies, two fundamental questions first should be addressed: Why does Auburn need a theatrical auditorium? Why not sell this building?

V.A. Due Diligence Questions

Why Does Auburn Need a Theatrical Auditorium?

A vibrant cultural community requires a diversity of spaces for performing arts. Along with filling them to satisfy economic mandates, facility complexities give each venue different operational potential. The Lewiston-Auburn area currently supports a number of performing arts venues. The potential for joining forces or combining space with any of them is characterized here:

The Franco-American Heritage Center: FAHC is a concert/performance hall best suited for acoustic music presentations. It does not support dance or theatrical productions, lacking wings and backstage space. Performances with controlled lighting are restricted to evening hours, as the facility does not shutter its stained-glass windows.

The Public Theatre: A privately-owned professional (equity or union) theater, The Public Theatre (TPT) has its own program and season and would not be able to accommodate scheduling requirements of another theater operation, as both organizations need the same times to make shows and finances work. TPT space is limited, with insufficient stage space for large musical productions or for two theatrical companies.

Lewiston Middle School: The Lewiston Middle School, designed as an assembly auditorium, presents many restrictions that would not support theatrical productions by other groups including CLT. It lacks wing space, has a hardwood floor that does not allow scenic sets to be attached, rake and sight lines different than those required for theater, inadequate dressing rooms, no lobby, no storage space, and no scene shop. It presents difficulties in scheduling two users, similar to TPT. In size, it is too large a venue for CLT to use except on its largest show of the season. Based on size, CLT would face an increase in royalty fees due to larger seating capacity. The space would be too large to be effective for CLT's productions of smaller and "more intimate" plays.

Possible Edward Little High School Auditorium: Sharing space with an assembly auditorium, which along with a gymnasium is the typical assembly space in a school, would have many of the same accessibility and scheduling issues as Lewiston Middle School.

In conclusion, there is no existing theatrical assembly space that with the same operational potential as offered by the theater space at the GFAC. Similarly, there seems no easy way to combine with already-existing venues.

Why Not Sell the Building?

The question regarding potential disposal of the building, not exactly within the scope of this study, nevertheless should be addressed.

Initially, perhaps, selling the building can seem attractive as a simple way to dispose of the property. Given its location near to downtown Auburn and its five-acre size, the property might attract a buyer. If purchased by a private-market owner, the property could generate tax revenue. Following the sale, in some near-term timeframe, the City would end its commitment to underwrite costs associated with the facility.

However, the process of disposing of the property presents distinct limitations and disadvantages. Financially, the City would not realize a windfall from sale of the property. Potential sale, for which there is presently no obvious market or buyer, would require City involvement with a development partner. The process of negotiating and working with such a partner would involve complications, inevitable even if impossible to predict presently, which would be time-consuming. Any private development would present immediate and long-term costs to the City, including costs of City services. Finally, the City would lose its ability to control the site. Adjacent neighborhoods could be impacted negatively by ensuing developments, which would be especially detrimental to a transitional neighborhood.

The civic loss and displacement of proven cultural assets would have a negative impact on Auburn. The site within the downtown area, an important civic realm of any city in New England, is a community asset with long-established identity. The City has repeatedly reaffirmed its commitment to cultural activity downtown, putting into place many elements intended to support night-time and off-hours activity that support and are supported by intensified cultural activity. Realization of many elements of the ADAPT plan, the New Auburn plan, and even the construction of the pedestrian bridge, have all supported enhanced cultural infrastructure. The facility has potential to serve as a cultural incubator, to support the existing local cultural economy, and to foster its growth, as described in following sections of the study,

Selling the building presents no clear-cut guarantee of satisfactory financial or civic outcome, and the potential downsides that it presents merit serious advance consideration.

V.B. Option 1: Demolish the Great Falls School and Build a New Facility

One approach for creating a dedicated community arts center at the current location would be to demolish the existing structure and build anew. The appeal of this option lies in the potential for a “state of the art” facility to provide studio spaces custom-fit to the needs of users. New construction can provide efficiencies in planning, net-to-gross ratios for cost-effective rents, and energy-efficient engineered systems and building fabric. A facility with increased efficiency could provide sufficient accommodation on a fraction of the site area, so that, in a more speculative mindset, the entire site could be developed more intensively.

As the building is currently occupied with tenants committed to the arts center, this option poses questions about their displacement and temporary relocation. The central stumbling block to this option, however, is cost.

Construction costs for a new replacement structure exceed renovation costs of the current building. Replacement costs, shown in Appendix 5, range between \$12 to \$15 million dollars. These additional capital costs would also have an impact on operating costs for the current tenants: costs of capital in the form of debt payments and additional operating costs for utilities, maintenance, and operations would be difficult to sustain over time.

V.C. Option 2: Redevelop Immediately

The second approach to provide for a community arts center would be modification of the existing structure. A series of meetings with the Feasibility Study Committee in Summer 2008, addressed a Statement of Needs formulated by Community Little Theatre in order to examine alternative design approaches for creating a facility with an identity that maintains the older building fabric and provides new spaces needed for a community arts center.

This approach presents advantages to the community and to arts groups. The larger community would benefit from a revitalized resource made available for many uses and contributing to the economic, social, and cultural life of downtown Auburn. Arts groups would reap the benefits of improved spaces for users as well as the enhanced capacity to support arts activities and programs.

This approach would be difficult to implement immediately, as no single entity “owns” the building. Cost for renovations and an addition, detailed in Appendix 5, range between \$7.5 and \$11 million dollars. Who would underwrite this capital improvement? The existing facility, as noted previously, has a limited organizational capacity, which presents fundraising difficulties for any of the interested stakeholders. Also, the dedicated development staff that could support efforts to organize for capital improvement is absent. Most tellingly, this approach is not sustainable financially, even if some benefactor would provide the capital required for renovation, because the building lacks a working revenue model and rental income does not cover operating costs.

V.D. Option 3: Redevelop in a Longer Timeframe

Given the assets in place, and the immediate financial stumbling block presented by operating costs and capital procurement, the third option is a variation of redevelopment, which includes a longer timeframe to address the implementation obstacles. It offers the same advantages itemized above, capitalizing on the strong recognition and association of the building and site, the solid reputation of CLT, and an existing arts community that includes people, programs, and audiences. Described more fully below, this option offers incrementalism as a tactic for growth.

VI. Imagining a New Community Arts Center

The Great Falls Arts Center could be a resource for the wider arts and culture community by providing performance and rehearsal space, dance space, studios, event space, gallery, meeting space, offices, and even storage space for the L-A cultural community. The space could continue to nurture its historic partners—the Community Little Theatre and the EL High School Drama program—while slowly expanding to be an incubator for the L-A creative community.

The facility could be home for a wide array of arts and cultural organizations including:

Visual and performing arts

Cultural organizations: heritage, literary, film, historic

Individual artists of a variety of disciplines

Arts and cultural educators: public education, Edward Little Drama Department

Creative economy entrepreneurs of all kinds, including graphic designers, communications, architects

Retail, including arts supplies, dance retail, catering for events, etc.

With appropriate capital investment, the facility could also be a resource for groups needing variable types of space for meetings, receptions, conferences, or community gatherings. The schedule should allow for a wide array of rental arrangements including limited hours weekly, regular part-time, or fulltime space rental. The building should offer as many kinds of leasable space as can be used, and each space should appeal to a wide variety of customers, clients, and community members.

Active use of building by day and night, by season

An economically sustainable entity

A home for CLT, Edward Little High School, and many other groups, including Auburn Community Band, Maine Music Society, Androscoggin Valley Community Orchestra, and Tinpanic Steel Drum Band, to name a few.

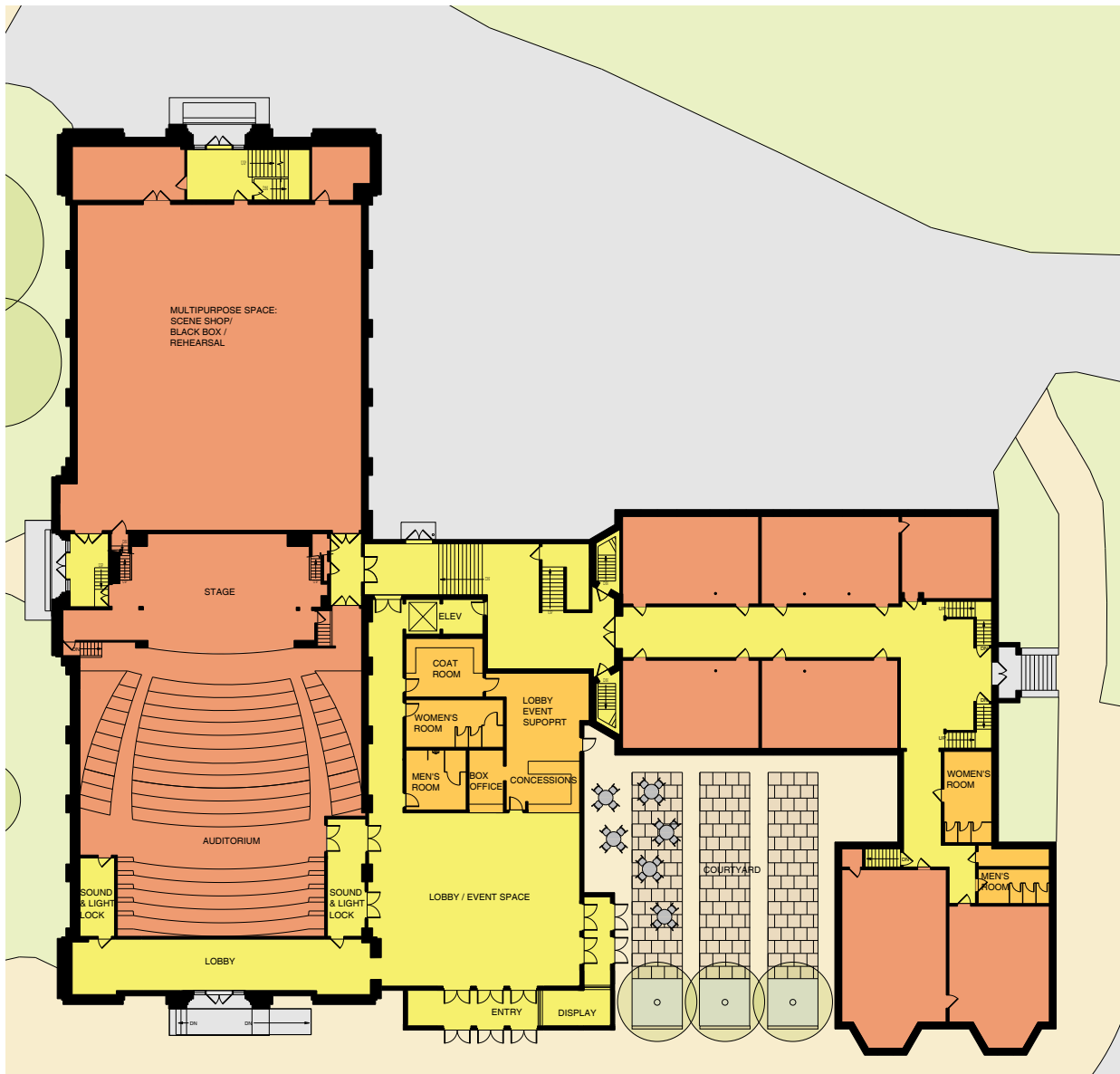
Keystone of a broader cultural economic development strategy for Lewiston-Auburn metropolitan area

Tapping into and taking advantage of State of Maine tourism and creative economy development programs

Broad diversified base of tenants and occupants

What would a new Great Falls Arts Center look like? Though a feasibility study does not define or determine the final appearance of a potential new building, the following rendered elevation and plans suggest one vision for a new facility. The design includes features that support an active community arts center.





A new addition creates “a center” with one entry for unified facility. The addition, a discrete compact form in front of the link that unites the two wings, provides a new image and visibility for the Center. Under a single marquee marking entrance for all, the entry would be the focal point for newcomers and an active program space for the community of users, with signs and postings of current and coming events. The entry lobby would support a variety of activities including: intermission space for theater productions, gallery shows, receptions, and use for rent as event space to the wider L-A area. A food concession could cater to everyday use as well as special events, with seating both indoors and out. An outdoor landscaped space provides for spillover from the interior as well as fine weather events of all kinds.

VI.A. Operations: Immediately and Within Five Years

“Main Street” Model

The City of Auburn should adapt and modify the “Main Street” economic development model to build a community of constituents that works collaboratively to create the “place,” the Great Falls Arts Center. The Main Street model builds on existing assets that a community knows and frequents. Using plans for programming as well as capital improvements to create a sense of confidence and encourage investment, the Main Street model has been adopted by many communities with proven success. GFAC is well situated to utilize this strategy. The four elements of the Main Street revitalization strategy—organization, promotion, design, and economic restructuring—are easily adapted to the development of the Great Falls Arts Center.³

Tax Increment Financing

The potential of using tax increment financing (TIF) to fund the redevelopment of the Great Falls Arts Center was brought to attention by Brian Hodges, Director of Tax Incentive Programs for the Maine Department of Economic and Community Development. On November 3, 2008, Mr. Hodges met with City staff to review these new program provisions and discuss its use by this project. In that discussion, it was stated that tax increment revenues from other districts could be directed to an arts district in order to undertake eligible activities. Previously, the statute did not allow for the use of TIF funds for public buildings. The new availability of an Arts TIF would allow for these dollars to expand or redevelop an arts facility. An examination of the City of Auburn’s current TIF districts reveals a potential to redirect current revenue streams to this purpose. The City could deploy TIF funding to support a Main Street manager and marketing initiatives during the transition period.

As part of the immediate strategy, the City and other partners should take defined steps within targeted timeframes suggested here:

- **Develop the Organization with a Manager** **Within Year One**
Establish a combination of volunteer committees directed and coordinated by a “manager” or program director. The appointment of an identified manager would provide accountability and focus. Volunteer committees of tenants and interested community members could concentrate on collaborative programming, marketing, and research on next steps, including the design of the “umbrella organization” (described in detail in the last bulleted point in this section). A transition committee could act as a governing body until a more formal umbrella organization can be established. Discussions should address the proposed construction for Edward Little High School, to consider the potential benefits of a performing arts program integrated with GFAC.
- **“Brand” and Promote the Building** **Year One through Year Five Continuously**
The building is a known landmark and, through its most recent history as the site for CLT and the EL High School Drama Club, it is accessible, trafficked and visible in the broader L-A community. A critical element in the strategy would be creating a positive and inclusive image for the Great Falls Art Center, which would be supported by a marketing plan.
- **Market and Lease Up the Building with Goals** **Continuously, with Hurdles at Year One, Year Three Mid-Term, and Year Five**
To support efforts outlined above, a marketing plan for the building and a facility and lease management strategy should be developed and implemented. The facility plan should encourage

³ <http://www.mainstreet.org>

improved utilization of the building, including a consistent lease program for all types of renters, consolidation of some tenants, appropriate use of the basement (storage and costume areas), storage options in new spaces carved from hallways, and the development of shared spaces that will allow a variety of small users. This plan could also identify areas for hourly or short term rental and develop marketing materials to support this effort.

The table below, Scenario 1: Restructured Space and Rental Opportunity, illustrates the impact of one possible reorganization scenario and lease up. Based on rents of \$4.60 / sf and consolidation of space, the deficit could be reduced significantly within a year (illustrated in the column labeled "Short Term-Lease Up and Reorganization"). A three-year ramp-up period, Mid-Term, targets full reorganization and lease-up plus an increase in theater rental. The operating deficit, though a small number, is one that can grow in future years.

- Strengthen Existing Economic Assets Start in Year One and Continue as Needed

SCENARIO 1: RESTRUCTURED SPACE AND RENTAL OPPORTUNITY

Key Assumptions:

Operating Expense	\$145,950
Total Rental Area SF	37,705
Rent	4.60/SF

THREE YEAR RAMP-UP PERIOD

	Current Rent	Short Term: Lease Up and Reorganization	Mid Term
Total Rental Income	\$ 49,424	\$133,634	\$175,505
Projected Operating Expenses	\$ 144,950	\$148,665	\$170,945
Operating Deficit	\$ (95,526)	\$ (15,031)	\$ 4,560

Through collaborative programming, like open studios, the building could create a vibrant community of tenants. Gallery openings or open studios could occur prior to CLT openings encouraging CLT patrons to come early to explore the building and meet some of the local dancers or visual artists. Dance studios, CLT, and the EL High School drama club could work together to improve box office operations. These efforts could be coordinated with other economic development efforts of the City and promotional events for downtown. The community meeting showed clear evidence that different groups are interested in working together collaboratively. The City could facilitate these activities until a permanent organization is established.

- Nurture New Assets: Creative Economy Businesses Year One through Year Five Continuously
The facility has the potential to be an incubator space designed to help businesses and groups succeed by providing affordable, flexible space in a creative community. In addition to reaching out to a wide variety of arts and cultural organizations the City could also promote small business and networking.
- Create an Umbrella Organization When Feasible
As part of a long term strategy, the City would gradually relinquish its role by encouraging

establishment of an independent operating structure, an “umbrella” organization. This would be a low cost, simple organization with the goal of promoting the Great Fall Arts Center and its tenants. Its mission would focus on operating a year-round self-sustaining facility that is “home” to CLT, the EL High School, and the diverse community of artists and arts organizations that rent space. It would be managed to sustain itself on rental income and would not compete with its tenants for fundraising dollars. A board with strong community as well as tenant representation would help to assure the organization maintains a mission aligned with and supporting tenant and community goals. It could be a new entity or an existing entity with a similarly-focused mission.

The goal to nurture the Great Falls Art Center over time aims to strengthen and position it as a self-sufficient community arts center with partners able to handle independent fundraising through grants and capital campaigns and to enter into other commitments, including partnering with the City for capital construction in a manner similar to the Public Library.

In the near term these coordinated efforts could be the beginning of a strategic effort with three measurable goals:

1. Development of a strong community of renters who meet regularly and organized collaborative events
2. Increased activity and promotion of the facility
3. Heightened public awareness about the Great Fall Arts Center

CLT should solidify its position as a primary, but not sole, party in the repositioning of the Great Falls Arts Center. It should assess its financial and operational needs and work with the City to design collaborative programming and marketing efforts. As part of the building’s “economic restructuring” and aligned with a Main Street model, it should focus on the marketing opportunities provided by its audience. Additionally, it should advise the City on the development of a capital plan for the building and work on developing its own capital plan for its unique needs...

As a critical partner in this effort, CLT should:

- Build internal capacity
CLT should identify and recruit additional board members to prepare for a major capital campaign. A strong organization with effective leadership able to plan and execute complex projects will be important.
- Design a comprehensive development plan
To insure its financial health, CLT should develop a financing plan that diversifies revenue sources, including exploration of alternative revenue sources such as on-site sales of food or beer and wine or other venues that would be supported by CLT audiences. Development planning should address increasing philanthropic sources (grants, major donors, and individual giving). This plan should be the first phase of a long term plan that addresses capital and endowment needs.
- Secure a long term lease with the City of Auburn
A good, working long-term lease will be critical to CLT’s ability to prosper in the Great Falls Art Center. A long term lease should establish a manageable and predictable rent structure, clarify operational responsibilities, identify a capital investment plan for the facility, and define premises (rooms, spaces and times available).

VI.B. Building Repair and Capital Improvements: Immediately and Within Five Years

This strategy does present some immediate physical needs, which can be categorized in two areas.

- First, certain items in the Fire Marshal report of 2003 remain outstanding (fire protection in the original west wing and safe exiting improvements at various locations). These items, which will need to be addressed in any case for the building to remain in use, total approximately \$240,000 according to prior cost estimates updated and included in Appendix 5.
- Also, easy quick-fix improvements should be budgeted in order to signal a change in status for the building and also to help support more activity at the site. These items include new signs, paint, landscape for community gardens, and an allowance for partitioning spaces with related electric power and heating control remedies. Some of the long-term improvements that can be implemented within the five-year timeframe include the provision for leasable storage space (converting lockers to locked storage rooms and making more efficient corridor dimensions) and for variations in room rental sizes. A list of discretionary items, in Appendix 4, with a total of \$25,000.

Determination of priorities, sequencing, and effective cost controls could be established, with input from appropriate parties, in a five-year capital improvement plan for the facility which would address building-wide improvements and also identify need for improvement in the theater space.

VII. Recommendations

<u>Actions</u>	<u>Lead</u>	<u>Recommended Time Frame</u>
Commit to the development of a community arts center at the Great Falls School	City of Auburn	30 days
	CLT	
Establish a transition team of city officials, staff, building tenants (CLT plus other long term user) to oversee the project	City of Auburn	60 days
	CLT	
Following examination of management of comparable multi-tenant buildings, assessment team assesses options and recommend the make-up of the “umbrella” organization	Transition Team	3 to 4 months
Develop a lease strategy for the Great Falls Arts Center		
Negotiate a long term lease for Community Little Theatre	Umbrella Organization	4 to 6 months
	City of Auburn	
	CLT	
Implement a consistent lease program for renters, both short term and long term	Umbrella Organization	4 to 6 months
	City of Auburn	

Consolidate and reorganize existing tenants to optimize rentable space	Umbrella Organization City of Auburn	4 to 6 months
Develop a program for hourly or event rentals including use of the gymnasium as an arts space	Umbrella Organization City of Auburn	4 to 6 months
Adopt an economic development strategy for the building		
Adopt a Main Street model of development	City of Auburn Umbrella Organization	ongoing
Develop and manage a building tenants group	Umbrella Organization	4 to 6 months
Implement building wide collaborative programming opportunities	Umbrella Organization	4 to 6 months
Address the program needs for Edward Little High School.	City of Auburn	Prior to referendum vote on High School
Develop and implement a marketing plan for recruiting new tenants	Umbrella Organization	Immediate
Integrate marketing plans with City of Auburn economic development initiatives	Umbrella Organization City of Auburn	6 months
Create an Arts TIF District for GFAC	Umbrella Organization City of Auburn	Year 1
Adopt a five year capital improvement plan for the building		
Assess building wide improvements	City of Auburn CLT	Year 3 to 5
Identify theater needs	CLT Edward Little High School (if a continuing user)	Year 3 to 5
Start Public Capital Campaign	CLT and Umbrella Org	Year 4 to 6
Put TIF funds in sinking fund reserve account for Capital Campaign	City of Auburn	Year 2 to 5
Redevelop the Facility	City of Auburn Umbrella Organization CLT	Year Seven

In order to access the complete Great Falls Arts Center feasibility study, please access the link below the November 17, 2008 Agenda.

This file is very large: 12.6mb

City Council

Workshop Information Sheet

Council Meeting Date 11/17/2008

Workshop Item No. B

SUBJECT:

Discussion: Special Municipal Election

INFORMATION:

Excerpted from the City Manager's review dated November 7, 2008: "In Section 2.9 of the Auburn City Charter, there is a subheading that reads, 'Offices Incompatible'. The first sentence in this paragraph reads, 'Except where authorized by law, no Councilor shall hold any elected public office during the term for which the Councilor was elected.' In the absence of State law expressly allowing individuals to hold two elected offices, the City's Charter, Section 2.9 must be adhered to. City Clerk Mary Lou Magno estimates there will be 75 days from the time Councilor Bickford tenders his resignation to the Special Election.

Under this assumption, the Special Election would be held on either February 3, 2009 or February 10, 2009. The City Council would choose the date. This allows for 30 days for individuals to obtain signatures; 30 days to campaign; and, finally, up to 15 days for administrative election work.

REQUESTED ACTION:

No action requested unless the Council has concerns about the proposed election dates.

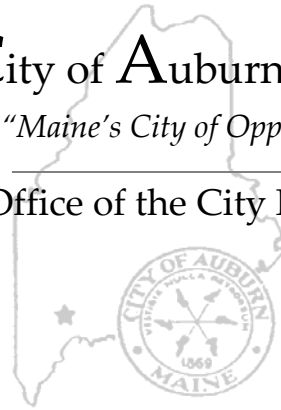
COUNCIL ACTION:

City of Auburn, Maine

"Maine's City of Opportunity"

Office of the City Manager

Workshop Item C



To: Glenn Aho, City Manager

From: Roland Miller, Director of Community & Economic Development

Re: Required sprinkler systems for buildings that exceed 200,000 cu. ft. in volume

Date: November 13, 2008

History

In June of 1982 the City of Auburn enacted an amendment to the municipal code that required the installation of an automatic sprinkler system in all buildings that exceeded one of the following criteria: 1) three stories in height; 2) 40 feet in height; 3) 200,000 cubic feet in volume or 4) contain five or more dwelling units but only if the structure exceeds two stories in height. The ordinance is applied to all new buildings and existing buildings that are undergoing substantial renovations. The ordinance recognized that, in the case of existing buildings undergoing substantial renovations, it may not be possible to comply due to the disproportionate cost of adding a sprinkler system in relation to the cost of the contemplated renovation and/or a low-level fire danger. Therefore, the ordinance empowered the Fire Chief to grant a waiver from this provision.

At the time that this amendment to the municipal code was adopted the City of Auburn was already using a national building code (BOCA) and a life/safety code (NFPA) for all buildings being constructed or renovated. The administration of these codes fell to the responsibility of two different departments. The then Department of Community Development and Planning was responsible for the administration of the BOCA code and Fire Department, through the fire prevention officer, reviewed building plans for compliance with the provisions of the NFPA code. Code officials from both departments regularly met to jointly review plans or share information that affected the project under review.

To understand the reason that an additional requirement was put into the municipal code as Section 1.15 Sprinkler and Alarm Systems Required it is necessary to understand the perspective from which each of these codes are promulgated. Generally speaking, the building codes are structured to protect and preserve the integrity of the structure while the life safety codes are concerned with protection of people that may be within the structure.

Sprinkler Ordinance

November 2008

The building code set standards of construction by use and occupancy so that if a fire occurs it will be contained for a sufficient period of time to allow for safe exit of occupants and response by emergency personnel to address the situation before the entire building is compromised. This is done through the requirement of fire rated separation walls. The life/safety code requires the introduction of fire suppression systems (sprinklers) for certain types of building occupancy (see attached). The local amendment, noted above, expanded the application of suppression systems to large or tall buildings regardless of occupancy. Another consideration for this specific amendment was the conclusion that sprinkler systems save lives and protect the safety of firefighters that would be called upon in the time of emergency.

Over the last 26 years all buildings have been reviewed under the code provisions noted above. Over that time a number of projects were affected by the local "sprinkler" requirements. The primary complaint was that the application of all the codes in combination resulted in increased costs due to redundancy of requirements. Another observation that our code enforcement officials often heard was that "Auburn is the only place that does this". The local code officials have responded to projects that are subject to the sprinkler requirement on a case-by-case basis often using the provisions within the code that allow the enforcement official to make a "determination of equivalency" and thereby reducing the construction requirements (reducing the fire rating that would be required if a sprinkler was not present) or used the exception provision noted above.

Current Practice

Since the adoption of Auburn's "Sprinkler and Alarm Systems Required" the code environment has dramatically changed. Today the provisions of new codes have become more stringent and required more sprinkler coverage, even in smaller buildings. Furthermore, the adoption of similar provisions in other communities has become more commonplace. Although I do not claim that the following list is all-inclusive the following communities in Maine have adopted provisions similar to that in Auburn's Municipal Code: Gorham (100,000 cubic feet), South Portland (150,000 cubic feet), Saco (200,000 cubic feet), Scarborough (100,000 cubic feet), Standish (100,000 cubic feet), Sanford, Westbrook (100,000 cubic feet) and Ellsworth (100,000 cubic feet).

As can be seen by reviewing this data most of the communities require sprinkling for buildings substantially smaller than covered by our Auburn's ordinance. Furthermore, it is clear from the information put out by the International Code Council (ICC), sprinkler systems will become the required standard for every new home in the 2009 International Residential Code. The effective date of this requirement will be January 1, 2011, but may not be applied under the State of Maine building code until 2012.

Alternative Actions

- 1) No change
- 2) Amend the local ordinance to address concerns.

Questions that have been posed regarding the City of Auburn ordinance seemed to center around what uses of buildings should be subject to these requirements. One approach to address this concern would be adding a list of exempted buildings such as the City of Ellsworth's code which states "...this ordinance shall not apply to single-family dwellings, two family dwellings, barns or greenhouses used for agriculture or horticulture or open parking structures as defined in the NFPA code...." An additional change may be the expansion of the appeals process as noted in Chapter 21 of the Auburn Municipal Code, Section 1.9 Appeals which states: "Appeals from determination of the Fire Inspector that violations of the Fire Prevention Code or the Life safety Code have occurred shall be taken to the Auburn Fire Chief...." to include a selective or progressive process including the City Manager and/or the Board of Zoning Appeals.

- 3) Delete section 1.15 from the municipal code.

City of Auburn, Maine

FINANCIAL MANAGEMENT REPORT OCTOBER 2008



PREPARED BY THE FINANCE DEPARTMENT
BETTY GRIEBEL, INTERIM FINANCE DIRECTOR

CITY OF AUBURN, MAINE
BALANCE SHEET - GENERAL FUND
OCTOBER 31, 2008

	Oct. 31 2008	Sept. 30 2008	Increase (Decrease)
<u>ASSETS</u>			
CASH	20,618,970	18,778,686	1,840,284
RECEIVABLES			-
ACCOUNTS RECEIVABLES	516,142	660,905	(144,763)
TAXES RECEIVABLE-CURRENT	17,735,353	18,202,798	(467,445)
DELINQUENT TAXES	486,530	488,509	(1,979)
TAX LIENS	1,053,185	1,113,301	(60,116)
NET DUE TO/FROM OTHER FUNDS	(4,685,209)	5,524,872	(10,210,081)
			-
TOTAL ASSETS	35,724,971	44,769,071	(9,044,100)
			-
<u>LIABILITIES & FUND BALANCES</u>			
			-
ACCOUNTS PAYABLE	380,935	111,246	269,689
WAGES & TAXES PAYABLE	(78,971)	103,318	(182,288)
ACCRUED PAYROLL	3	(685,254)	685,257
STATE FEES PAYABLE	22,201	25,980	(3,779)
PREPAID TAXES			-
IN LIEU OF BONDS	66,205	66,205	-
DEFERRED REVENUE	18,852,174	19,381,714	(529,540)
			-
TOTAL LIABILITIES	19,242,546	19,003,208	239,338
			-
FUND BALANCE - NOT DESIGNATED	10,210,530	10,210,530	-
FUND BALANCE - DESIGNATED FOR			-
WORKERS COMP & UNEMPLOYMENT			-
FUND BALANCE - DESIGNATED	1,134,224	1,140,599	(6,375)
NET CHANGE IN FUND BALANCE	5,137,670	14,414,734	(9,277,064)
			-
TOTAL FUND BALANCES	16,482,424	25,765,863	(9,283,439)
			-
TOTAL LIABILITIES			-
AND FUND BALANCES	35,724,971	44,769,071	(9,044,100)

0

(0)

CITY OF AUBURN, MAINE
REVENUES - GENERAL FUND COMPARATIVE
AS OF Oct. 31, 2008 vs. Oct. 31, 2007

REVENUE SOURCE	FY 2009 BUDGET	ACTUAL REVENUES THROUGH OCT. 31	% OF TOTAL BUDGET	FY 2008 BUDGET	ACTUAL REVENUES THROUGH OCT. 31	% OF TOTAL BUDGET
TAXES						
PROPERTY TAX REVENUE-	\$ 38,606,328	\$ 20,459,961	53.00%	\$ 40,283,147	\$ 21,670,509	53.80%
PRIOR YEAR REVENUE		337,829.96		\$ -	\$ 676,772	
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 648,980	\$ 526,666	81.15%	\$ -	\$ 528,557	
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -	
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -	
EXCISE	\$ 3,200,000	\$ 1,188,095	37.13%	\$ 3,200,000	\$ 1,238,327	38.70%
PENALTIES & INTEREST	\$ 125,000	\$ 53,495	42.80%	\$ 90,000	\$ 62,184	69.09%
TOTAL TAXES	\$ 42,580,308	\$ 22,566,047	53.00%	\$ 43,573,147	\$ 24,176,349	55.48%
LICENSES AND PERMITS						
BUSINESS	\$ 49,900	\$ 14,950	29.96%	\$ 49,600	\$ 16,675	33.62%
NON-BUSINESS	\$ 309,200	\$ 136,294	44.08%	\$ 325,700	\$ 129,199	39.67%
TOTAL LICENSES	\$ 359,100	\$ 151,244	42.12%	\$ 375,300	\$ 145,874	38.87%
INTERGOVERNMENTAL ASSISTANCE						
STATE-LOCAL ROAD ASSISTANCE	\$ 450,000	\$ 117,671	26.15%	\$ 460,000	\$ 123,628	26.88%
STATE REVENUE SHARING	\$ 3,775,000	\$ 1,571,988	41.64%	\$ 3,775,000	\$ 1,598,676	42.35%
WELFARE REIMBURSEMENT	\$ 22,500	\$ 16,035	71.27%	\$ 22,500	\$ 3,733	16.59%
OTHER STATE AID	\$ 30,000	\$ 11,470	38.23%	\$ 25,000	\$ 10,180	40.72%
FEMA REIMBURSEMENT	\$ -	\$ -		\$ -	\$ 32,824	
CITY OF LEWISTON	\$ 154,000	\$ -	0.00%	\$ 150,000	\$ 13,063	8.71%
EDUCATION SUBSIDY	\$ 16,418,792	\$ 5,492,036	33.45%	\$ 16,118,582	\$ 5,394,521	33.47%
TOTAL INTERGOVERNMENTAL ASSISTANCE	\$ 20,850,292	\$ 7,209,199	34.58%	\$ 20,551,082	\$ 7,176,625	34.92%
CHARGE FOR SERVICES						
GENERAL GOVERNMENT	\$ 145,525	\$ 82,911	56.97%	\$ 163,950	\$ 86,991	53.06%
PUBLIC SAFETY	\$ 80,000	\$ 40,143	50.18%	\$ 71,000	\$ 20,028	28.21%
EMS TRANSPORT	\$ 310,000	\$ 2,135	0.69%	\$ 20,000	\$ 5,842	29.21%
EDUCATION	\$ 2,212,514	\$ 1,419,527	64.16%	\$ 2,132,980	\$ 1,535,942	72.01%
TOTAL CHARGE FOR SERVICES	\$ 2,748,039	\$ 1,544,715	56.21%	\$ 2,387,930	\$ 1,648,804	69.05%
FINES						
PARKING TICKETS & MISC FINES	\$ 65,000	\$ 8,189	12.60%	\$ 50,000	\$ 11,489	22.98%
MISCELLANEOUS						
INVESTMENT INCOME	\$ 400,000	\$ 109,719	27.43%	\$ 385,000	\$ 179,509	46.63%
INTEREST-BOND PROCEEDS	\$ 125,000	\$ -	0.00%	\$ 125,000	\$ -	0.00%
RENTS	\$ 132,500	\$ 123,327	93.08%	\$ 132,500	\$ 123,052	92.87%
UNCLASSIFIED	\$ 40,000	\$ 18,084	45.21%	\$ 75,000	\$ 4,351	5.80%
SALE OF RECYCLABLES	\$ 85,000	\$ 45,374	53.38%	\$ 60,000	\$ 19,977	33.29%
COMMERCIAL SOLID WASTE FEES	\$ 57,500	\$ 24,108	41.93%	\$ 56,000	\$ 29,795	53.20%
SALE OF PROPERTY	\$ 490,000	\$ 3,100	0.63%	\$ 30,000	\$ 500	1.67%
RECREATION PROGRAMS	\$ 20,000	\$ -	0.00%	\$ 20,000	\$ -	0.00%
MMWAC HOST FEES	\$ 190,400	\$ 65,836	34.58%	\$ 190,400	\$ 62,080	32.61%
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ -	\$ -		\$ -	\$ -	0.00%
TRANSFER IN: TIF	\$ -	\$ -		\$ 60,000	\$ -	0.00%
TRANSFER OUT: TIF	\$ (2,500,000)	\$ -	0.00%	\$ (3,149,839)	\$ -	0.00%
FUND BALANCE CONTRIBUTION	\$ 575,534	\$ -				0.00%
TOTAL MISCELLANEOUS	\$ (384,066)	\$ 389,549	-101.43%	\$ (2,015,939)	\$ 419,263	-20.80%
TOTAL GENERAL FUND REVENUES	\$ 66,218,673	\$ 31,868,944	48.13%	\$ 64,921,520	\$ 33,578,403	51.72%

CITY OF AUBURN, MAINE
EXPENDITURES - GENERAL FUND COMPARATIVE
AS OF Oct. 31, 2008 vs. Oct. 31, 2007

DEPARTMENT	FY 2009 BUDGET	ACTUAL EXPENDITURES THROUGH OCT. 31	% OF TOTAL BUDGET	FY 2008 BUDGET	ACTUAL EXPENDITURES THROUGH OCT. 31	% OF TOTAL BUDGET
ADMINISTRATION						
MAYOR AND COUNCIL	\$ 103,500	\$ 47,385	45.78%	\$ 102,275	\$ 65,255	63.80%
LEGAL SERVICES	\$ 55,000	\$ 28,034	50.97%	\$ 55,000	\$ 12,301	22.37%
CITY CLERK	\$ 140,367	\$ 55,138	39.28%	\$ 133,399	\$ 46,766	35.06%
CITY MANAGER	\$ 227,703	\$ 79,112	34.74%	\$ 214,776	\$ 47,978	22.34%
HUMAN RESOURCES	\$ 125,797	\$ 44,333	35.24%	\$ 110,878	\$ 32,122	28.97%
ASSESSING SERVICES	\$ 270,103	\$ 81,126	30.04%	\$ 267,575	\$ 92,178	34.45%
FINANCIAL SERVICES	\$ 374,058	\$ 117,840	31.50%	\$ 364,296	\$ 125,326	34.40%
CUSTOMER SERVICE	\$ 16,000	\$ 2,974	18.59%	\$ 16,000	\$ 4,597	28.73%
TOTAL ADMINISTRATION	\$ 1,312,528	\$ 455,944	34.74%	\$ 1,264,199	\$ 426,524	33.74%
COMMUNITY SERVICES						
HEALTH & SOCIAL SERVICES						
ADMINISTRATION	\$ 49,240	\$ 16,000	32.49%	\$ 47,798	\$ 14,156	29.62%
ASSISTANCE	\$ 48,450	\$ 32,184	66.43%	\$ 48,750	\$ 5,447	11.17%
INFORMATION SYSTEMS				\$ 196,562	\$ 117,172	59.61%
ICT	\$ 258,809	\$ 138,275	53.43%			
ENGINEERING	\$ 435,626	\$ 113,835	26.13%			
PLANNING & PERMITTING	\$ 829,982	\$ 258,759	31.18%	\$ 768,591	\$ 248,201	32.29%
PARKS AND RECREATION	\$ 613,361	\$ 212,792	34.69%	\$ 552,261	\$ 141,528	25.63%
PUBLIC LIBRARY	\$ 919,407	\$ 306,469	33.33%	\$ 919,407	\$ 318,473	34.64%
COMMUNITY PROGRAMS	\$ 13,650	\$ 11,150	81.68%	\$ 13,550	\$ 11,150	82.29%
TOTAL COMMUNITY SERVICES	\$ 3,168,525	\$ 1,089,466	34.38%	\$ 2,546,919	\$ 856,127	33.61%
FISCAL SERVICES						
DEBT SERVICE	\$ 7,026,199	\$ 6,734,080	95.84%	\$ 7,176,622	\$ 4,528,470	63.10%
PROPERTY	\$ 553,307	\$ 207,339	37.47%	\$ 543,614	\$ 220,530	40.57%
WORKERS COMPENSATION	\$ 200,000	\$ 200,000	100.00%	\$ 200,000	\$ 200,000	100.00%
WAGES & BENEFITS	\$ 4,120,408	\$ 1,427,133	34.64%	\$ 4,130,343	\$ 1,246,827	30.19%
EMERGENCY RESERVE	\$ 329,500	\$ -	0.00%	\$ 326,900	\$ -	0.00%
TOTAL FISCAL SERVICES	\$ 12,229,414	\$ 8,568,553	70.07%	\$ 12,377,479	\$ 6,195,826	50.06%
PUBLIC SAFETY						
EMERGENCY MGMT AGENCY	\$ 7,120	\$ 5,941	83.44%	\$ 6,678	\$ 7,298	109.28%
FIRE DEPARTMENT	\$ 3,642,524	\$ 1,159,778	31.84%	\$ 3,643,879	\$ 1,133,978	31.12%
POLICE DEPARTMENT	\$ 2,995,571	\$ 967,999	32.31%	\$ 2,712,013	\$ 917,964	33.85%
TOTAL PUBLIC SAFETY	\$ 6,645,215	\$ 2,133,717	32.11%	\$ 6,362,570	\$ 2,059,240	32.36%
PUBLIC WORKS						
PUBLIC WORKS DEPARTMENT	\$ 4,548,651	\$ 1,304,010	28.67%	\$ 4,667,059	\$ 1,161,968	24.90%
WATER AND SEWER	\$ 504,700	\$ 258,313	51.18%	\$ 472,500	\$ 238,220	50.42%
TOTAL PUBLIC WORKS	\$ 5,053,351	\$ 1,562,322	30.92%	\$ 5,139,559	\$ 1,400,188	27.24%
INTERGOVERNMENTAL PROGRAMS						
AUBURN-LEWISTON AIRPORT	\$ 96,750	\$ 48,375	50.00%	\$ 98,000	\$ 49,000	50.00%
E911 COMMUNICATION CENTER	\$ 950,589	\$ 475,295	50.00%	\$ 930,934	\$ 256,575	27.56%
LATC-PUBLIC TRANSIT	\$ 130,000	\$ -	0.00%	\$ 117,994	\$ 58,997	50.00%
LAEGC-ECONOMIC COUNCIL	\$ 106,429	\$ 26,607	25.00%	\$ 106,429	\$ 26,607	25.00%
L-A ARTS	\$ 24,267	\$ 12,134	50.00%	\$ 22,680	\$ 11,340	50.00%
COUNTY TAX	\$ 1,969,765	\$ 1,969,765	100.00%	\$ 1,877,972	\$ 1,877,972	100.00%
TAX SHARING	\$ 325,000	\$ 47,174	14.52%	\$ 350,000	\$ -	0.00%
TOTAL INTERGOVERNMENTAL	\$ 3,602,800	\$ 2,579,349	71.59%	\$ 3,504,009	\$ 2,280,491	65.08%
EDUCATION DEPARTMENT	\$ 34,206,840	\$ 10,470,742	30.61%	\$ 33,726,785	\$ 9,916,199	29.40%
TOTAL GENERAL FUND EXPENDITURES	\$ 66,218,673	\$ 26,860,093	40.56%	\$ 64,921,520	\$ 23,134,596	35.63%

CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
AS OF OCT. 31, 2008

INVESTMENT	FUND	ACCOUNT BALANCE	INTEREST RATE	VALUE		WEIGHTED AVG YIELD
				BOOK	MARKET	
BANKNORTH MNY MKT	GENERAL FUND	5,016,706.98	1.62%	5,016,706.98	5,016,706.98	
BANKNORTH MNY MKT	GF-WORKERS COMP	48,984.74	0.99%	48,984.74	48,984.74	
BANKNORTH MNY MKT	GF-UNEMPLOYMENT	65,944.00	1.62%	65,944.00	65,944.00	
BANKNORTH CD	GF-UNEMPLOYMENT	99,412.91	2.64%	99,412.91	99,412.91	
BANKNORTH MNY MKT	SPECIAL REVENUE	1,744,132.29	1.62%	1,744,132.29	1,744,132.29	
BANKNORTH MNY MKT	SR-PERMIT PARKING	195,159.01	1.62%	195,159.01	195,159.01	
BANKNORTH MNY MKT	SR-TIF	2,794,665.07	1.62%	2,794,665.07	2,794,665.07	
BANKNORTH MNY MKT	CAPITAL PROJECTS	6,000,289.67	1.63%	6,000,289.67	6,000,289.67	
BANKNORTH MNY MKT	CAPITAL PROJECTS	270,437.14	1.62%	270,437.14	270,437.14	
BANKNORTH CD	CAPITAL PROJECTS	32,042.59	2.96%	32,001.19	32,001.19	
BANKNORTH MNY MKT	ICE ARENA	46,910.13	0.99%	46,910.13	46,910.13	
GRAND TOTAL		16,314,684.53		16,314,643.13	16,314,643.13	1.63%

CITY OF AUBURN, MAINE
INVESTMENT SCHEDULE
COMPARISON OF OCT. 31, 2008
AND SEPT. 30, 2008

FUND	SEPT. 30, 2008			OCT. 31, 2008			INCREASE (DECREASE)		
	VALUE			VALUE			VALUE		
	BOOK	MARKET		BOOK	MARKET		BOOK	MARKET	
GENERAL FUND	5,009,876.57	5,009,876.57		5,016,706.98	5,016,706.98		6,830.41	6,830.41	
WORKERS COMP	48,943.95	48,943.95		48,984.74	48,984.74		40.79	40.79	
UNEMPLOYMENT	65,854.22	65,854.22		65,944.00	65,944.00		89.78	89.78	
UNEMPLOYMENT	99,190.51	99,190.51		99,412.91	99,412.91		222.40	222.40	
SPECIAL REVENUE	1,741,757.60	1,741,757.60		1,744,132.29	1,744,132.29		2,374.69	2,374.69	
PERMIT PARKING	194,893.29	194,893.29		195,159.01	195,159.01		265.72	265.72	
TIF	2,790,860.04	2,790,860.04		2,794,665.07	2,794,665.07		3,805.03	3,805.03	
CAPITAL PROJECTS	11,731,216.80	11,731,216.80		6,000,289.67	6,000,289.67		15,319.09	15,319.09	
CAPITAL PROJECTS	270,068.93	270,068.93		270,437.14	270,437.14		368.21	368.21	
CAPITAL PROJECTS	31,962.23	31,962.23		32,042.59	32,042.59		80.36	80.36	
ICE ARENA	46,871.07	46,871.07		46,910.13	46,910.13		39.06	39.06	
	22,031,495.21	22,031,495.21		16,314,684.53	16,314,684.53		\$29,435.54	\$29,435.54	

City Council

Agenda Information Sheet

Council Meeting Date 11/17/2008

Agenda Item No. 1

SUBJECT:

RESOLVE – DISPOSITION OF TAX ACQUIRED PROPERTY

INFORMATION:

Dennis Roderick, Purchasing Agent sent requests for bids to abutters of 6 **non-conforming** tax acquired properties. Because the lots are non-conforming (or unbuildable) the best use for the properties is to combine them with an adjacent lot. The abutters had until Friday, November 7th to submit letters of interest to the City. We received letters of interest on 3 of the 6 properties. Most properties only received one letter of interest. The resolve asks the Council to authorize the City Manager to sell the four properties to the highest bidder.

CITY MANAGER RECOMMENDATION:

Recommends passage: The City Council should take note that the McKinnon Avenue property is assessed at \$4,200, while the high bid is only \$1,251.01. Staff recommends approval of this resolve.

REQUESTED ACTION:

Motion for passage of the resolve.

VOTE:

City of Auburn

City Council, Auburn, Maine

Date: November 17, 2008

TITLE: RESOLVE – DISPOSITION OF TAX ACQUIRED PROPERTY

Be It Resolved by the Auburn City Council that the City Manager is authorized to sell the Tax Acquired properties listed below to the highest bidder.

Address & Parcel ID	Assessed Value	Bids	# of Abutters
McKinnon Avenue (208-066)	\$4,200	\$ 1,251.01 (Thomas Hyndman) \$ 200.00(Rodney Lapointe) \$ 101.00 (Auburn Water Dist)	3
59 Willard Road (266-045)	\$100	\$ 200.00(Don & Marietta Toussaint)	1
Jordan School Road (059-003)	\$ 800	\$ 300(Franklin Gammon)	2

Motion for passage:

Seconded by:

Vote:

Action by the City Council:

Date:

Attest:

City Clerk

City Council

Agenda Information Sheet

Council Meeting Date 11-17-2008

Agenda Item No. 2

SUBJECT:

Public Hearing and action on Automobile Graveyard/Junkyard applications: M&P Auto Inc.; Buck's Auto; Morris Auto Parts, Inc.; Isadore T. Miller Co. (a division of Schnitzer Steel Industries, Inc.); Maine Metal Recycling, Inc. (a division of Schnitzer Steel Industries, Inc.); and Randy's Auto Parts, Inc.

INFORMATION:

The above named businesses have received the approval of the Planning & Permitting department. At the time of publication of the agenda, the Fire Department had not yet completed their inspections.

STAFF COMMENTS/RECOMMENDATION:

Monday night at the City Council meeting, the City Clerk will update the Council with regard to the Fire Department inspections.

REQUESTED ACTION:

City Council

Agenda Information Sheet

Council Meeting Date 11/17/2008

Agenda Item No. 3

SUBJECT: Disposition of 133 Hampshire Street to Androscoggin Habitat for Humanity

INFORMATION: Androscoggin Habitat for Humanity is interested in purchasing the land at 133 Hampshire Street. They will construct in the spring of 2009. The home will be sold to a low-income household. They have submitted an offer of \$3,000.

STAFF COMMENTS/RECOMMENDATION:

Staff recommends selling the land to Androscoggin Habitat for Humanity for the offering price.

REQUESTED ACTION: Motion for passage of the resolve.

VOTE:

CITY OF AUBURN

CITY COUNCIL, AUBURN, MAINE

DATE November 17, 2008

TITLE: Disposition of 133 Hampshire Street Property to Androscoggin Habitat for Humanity

Be It Resolved by the Auburn City Council, That the City Manager is authorized to sell land at 133 Hampshire Street through a Quit Claim Deed.

Motion for acceptance of 1st reading:
Vote:

Seconded by:

Motion to waive provisions of the Charter calling for first and second readings on two separate dates:
Vote:

Seconded by:

Motion to dispense with further reading, for acceptance of 2nd reading and for final passage:
Vote:

Seconded by:

Action by Council:

DATE

ATTEST:

CITY CLERK

City Council

Agenda Information Sheet

Council Meeting Date 11/17/2008

Agenda Item No. 4

SUBJECT: Amendment of the 2008-09 Action Plan of the Community Development and HOME Investment Partnerships Program

INFORMATION: The amendment of the 2008-09 Action Plan involves re-allocating \$267,134.34 of Community Development Block Grant funds of which \$20,000 will be used for the Maine Street Sidewalk/Art Gallery project, \$197,634.34 for the Rehabilitation Program, \$7,500 for housing administration, \$40,000 for the Heating Assistance Loan Program, and \$2,000 for the Helping Auburn Residents Conserve Program; and \$40,000 of HOME Investment Partnerships Program funds to recapitalize the Homebuyer Program.

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 November 17, 2008

TITLE: Amendment to the 2008-09 Action Plan

Be It Resolved by the Auburn City Council, That the 2008-09 Action Plan of the Community Development Program be amended as recommended by Community Development staff. The amendment would re-allocate Community Development funds to the Main Street Sidewalk/Art Gallery, Rehabilitation Program, Housing Administration, Heating Assistance Loan Program, and Helping Auburn Residents Conserve Program; and HOME Investment Partnerships Program funds to the Homebuyer Program.

Motion for acceptance of 1st reading:
Vote:

Seconded by:

Motion to waive provisions of the Charter calling for first and second readings on two separate dates:
Vote:

Seconded by:

Motion to dispense with further reading, for acceptance of 2nd reading and for final passage:
Vote:

Seconded by:

Action by Council:

DATE

ATTEST:

CITY CLERK

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

TO: Glenn Aho, City Manager

FROM: Reine Mynahan, Community Development Administrator

RE: Community Development Program Amendments

DATE: November 13, 2008

Community Development staff recommends amending the 2008-09 Action Plan of the Community Development Program. The amendment is schedule for adoption on November 17th.

Public Hearing Requirement: To comply with the Citizen Participation Plan requirements of the Community Development Program, a public hearing should be held prior to a vote on the amendment.

Citizen's Advisory Committee Comments: A package of information describing this amendment was sent to the Citizen's Advisory Committee on October 17th with instructions to provide comments to staff or to attend either the City Council workshop or meeting. To date, comments are as follows:

- Two CAC members felt the changes were appropriate.
- One member thought the money to be spent on the Main Street Art Gallery would be better spent elsewhere given the difficult times.

Program Amendment: The amendment involves re-allocating \$267,134.34 of Community Development Bock Grant funds and \$40,000 of HOME Investment Partnerships Program funds. The current proposal includes two modifications from the amendment that was presented to the City Council on November 3rd.

The Community Development office will offer the Helping Auburn Residents Conserve Program to help homeowners prepare their homes for the cold weather. This program would be offered to customers who apply for the Heating Assistance Loan Program. Community Concepts has agreed to donate \$1,000 to purchase additional materials. The budget will be used to purchase weatherization materials such as shrink wrap for windows, pipe insulation, door sweeps, caulking, foam sealant, compact fluorescent light bulbs, and water heater blankets. Materials will be installed by a three-member team of 2 Lewiston Regional Technical Center students and a crew chief, employees of contractors who participate in the Rehabilitation Program. The installation of these materials will help to stretch the home owner's heating resources and make

Community Development Program

homes more comfortable. Hal Barter, the Rehabilitation Coordinator, will coordinate this effort and train volunteers.

I have also revised the budget for the Main Street Mural project and developed two options, both of which include the art gallery concept. regardless of the option, the project will now be budgeted in two phases, 1) planning and 2) implementation. The planning budget, \$20,000, includes funds to pay for professional services of a landscape architect, cover the costs for coordinating the planning process for the art, and pay for advertising and commissions to secure the art. With this two-phase approach, planning this year and improvements next year, \$113,000 would remain in the budget for sidewalk improvements on Roak Street from Second to Sixth.

I have proposed two different treatments to create breaks in the expanse of the concrete wall. The first option is to relocate the sidewalk 6 feet and plant shrubs, and the second option is to relocate the sidewalk 2 feet and plant vines. The vines will be a variety where the growth stays on trellises. To summarize the estimated budget for each option, the cost for planning and improvements for option 1, relocating the sidewalk 6 feet, is \$135,000. The planning and improvements for option 2, relocating the sidewalk 2 feet and planting vines/trellises, is \$117,500. By next spring, with a more refined concept and cost differences between landscaping and vines, we will have a better grasp of the dollars needed for implementing either option.

I propose the following transfers of funds:

COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

Cancelled Activities:

Downtown Sidewalk	\$89,000.00 ¹
Academy Street Parking Lot	15,000.00
Commercial Loan Program	119,834.34
Economic Stimulus Program	<u>43,300.00</u>

Total **\$267,134.34**

New Activities:

Main Street Sidewalk/Art Gallery	\$20,000.00
Rehabilitation Loan program	197,634.34
Housing Administration	7,500.00
Heating Assistance Loan Program	40,000.00
Helping Auburn Residents Conserve	<u>2,000.00</u>

Total **\$267,134.34**

HOME INVESTMENT PARTNERSHIPS PROGRAM

Cancelled Activities:

Rental Housing	\$40,000.00
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New Activities:

Homebuyer Assistance	\$40,000.00
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REVISED/CANCELLED ACTIVITIES

COMMUNITY DEVELOPMENT: The 2008-09 Action Plan included funds for activities that are being modified or programs that are being cancelled. The scope of

¹ The Downtown Sidewalk budget is being reduced from \$202,000 to \$113,000.

Community Development Program

work for this project has been altered by eliminating sidewalk improvements on School Street and a portion of Roak Street. The budget for installation of a gravel base on Academy Street (\$15,000) has been eliminated. I have re-allocated funds from the Commercial Loan Program (\$119,834.34) and Economic Stimulus Loan Program (\$43,300) since there is currently no demand for these resources.

HOME: The rental housing budget (\$40,000) is a set-aside for the Tedford Housing supportive housing project (Franklin School) that will be constructed in the fall of 2009. We anticipate replacing these funds in next year's HOME budget.

NEW ACTIVITIES

COMMUNITY DEVELOPMENT:

Main Street Art Gallery \$20,000: The funds will pay for professional services and artist commissions.

Rehab Program \$197,134.34: There has been tremendous demand for rehab funds. Part of the demand comes from the vigorous activity under our Homebuyer Program. Most of the homes that are purchased through this program are at the bottom of the housing market and need extensive renovations. Other contributing factors to the increased demand are from property owners who want to improve their buildings to conserve energy and property owners who are being required by the City's Code Enforcement Officer to upgrade deteriorated buildings.

Rehab Program funds which were allocated in July are now depleted. We propose re-allocating as much funding as possible to this program to enable us to continue offering assistance.

Heating Assistance Loan Program \$40,000: Heating Assistance Loan Program guidelines were adopted last month, but there was no funding appropriated at that time. The program will provide deferred loans to home owners whose income is less than 80% of area median income to help pay for fuel costs.

Housing Administration \$7,500: Given the numerous programs that are offered and the productivity of those programs, the Community Development office does not have administrative capacity to undertake the Heating Assistance Loan Program. This budget will provide additional resources to temporarily increase staffing necessary to implement the new program.

Helping Auburn Residents Conserve (HARC) Program \$2,000: These funds will be used to purchase weatherization materials that will be installed by volunteers thereby reducing heating costs and making home more comfortable.

HOME INVESTMENT PARTNERSHIPS PROGRAM

Homebuyer Assistance Program: An additional \$40,000 will be re-allocated to the Homebuyer Program. With this year's lower home prices, there is currently greater demand for purchasing homes than in the past. This year we have already assisted 4 households to purchase a home and another 6 households have requested funds. The additional \$40,000 will make it possible to complete all applications that are in cue. After this group, there will be no more funding until next July.

City Council

Agenda Information Sheet

Council Meeting Date

November 17, 2008

Agenda Item No. 5

SUBJECT:

Acceptance of Lubear Way as a City Street

INFORMATION: Lubear Way Hill Lane is a rural design street, 900'± in length, with a cul-de-sac turnaround. It is located off the easterly side of South Main Street approximately 650' northerly of Witham Road. Lubear Way was laid out in the Prospect Hill Subdivision, approved by the Auburn Planning Board, September 15, 2006. The 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:

Lubear Way meets or exceeds the minimum required standards for acceptance as a City Street. Recommend acceptance.

REQUESTED ACTION:

Approve the request to accept Lubear Way.

VOTE:

CITY OF AUBURN

CITY COUNCIL, AUBURN, MAINE

DATE: November 17, 2008

TITLE: ORDER – ACCEPTENCE OF LUBEAR WAY

Be It Ordered by the Auburn City Council that

Lubear Way, as laid out and depicted on a plan entitled “Prospect Hill Subdivision”, dated September 27, 2005 and recorded at the Androscoggin County Registry of Deeds in Book of Plans 45, Page 121, be accepted as a City Street.

Said Lubear Way being sixty (60) feet in width and extending from South Main Street easterly nine hundred (900) feet, more or less, to and including the cul-de-sac at the end.

Motion for passage acceptance of first reading:

Seconded by:

Vote:

Motion to waive provisions of the Charter calling for first and second readings and two separate dates:

Seconded by:

Motion to dispense with further reading, for acceptance of second reading and for final Passage

Seconded by:

Vote:

Action by Council:

DATE:

ATTEST:

CITY CLERK

Lubear Way

