

# City of Auburn, Maine

*"Maine's City of Opportunity"*

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Office of the City Clerk

## Council Meeting Agenda Packet March 21, 2011

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](http://www.adobe.com).



# City Council Meeting and Workshop

## March 21, 2011

### Agenda

#### 5:30 p.m. Workshop

- A. Discussion regarding 1 Minot Avenue. (Roland Miller – 15 min)
- B. Discussion of the 2012 Budget (School, Public Works, Engineering, Parks & Recreation and Mayor & Council Budgets – 75 min)
- C. Committee Appointment Ordinance (Glenn Aho and Roberta Fogg – if time allows)
- D. Distribution of proposed Business Licensing Fees (Roberta Fogg – if time allows)

#### 7:00 p.m. City Council Meeting

##### *Pledge of Allegiance*

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

#### II. Minutes – \* March 7, 2011

#### III. Reports

##### Mayor

##### City Councilors

- Michael Farrell: Rec. Adv Bd, Audit, Lake Aub. Watershed Protection Comm,
- Robert Hayes: Planning Bd, Water, Library, and Railroad,
- Daniel Herrick: MMWAC,
- David Young: School Committee, Cable TV Adv Board
- Raymond Berube: Lewiston-Auburn Economic Growth Council, Sewer, Audit, Airport
- Belinda Gerry: LA Transit, Neighborhood Stabilization Program, Auburn Housing,
- Eric Samson: 9-1-1, Auburn Business Development Corp, Andros Valley Council of Gov

##### City Manager

##### February 2011 Financials

#### IV. Communications, Presentations and Recognitions

**V. Open Session** – Members of the public are invited to speak to the Council about any issue directly related to City business which is *not on this agenda*. Time limit for open sessions, by ordinance, is 45 minutes. Councilor's Concerns (if time allows)

#### VI. Unfinished Business

#### VII. New Business

- 03212011-01 Public Hearing on an amendment to the City of Auburn Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation, four way stop Harmons Corner Road.
- 03212011-02 Resolve to amend the City of Auburn Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation, four way stop Harmons Corner Road, (second and final reading).

# Auburn City Council Meeting & Workshop

## March 21, 2011

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03212011-03 Resolve to expend funds from the Abatement Account for 2010 property taxes due on properties purchased through the Community Development Block Grant, Main Street Beautification Project, in the amount not to exceed \$6,365.47.

03212011-04 Executive session in accordance with Title 1, Section 405, subsection 6C, to discuss real estate matter, the possible sale of city property in the Great Falls Plaza area; with possible Council action following.

03212011-05 Executive session in accordance with Title 1, Section 405, subsection 6A, to discuss personnel; City Manager evaluation.

**VIII. 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*

### IX. Future Agenda/Workshop Items

### X. ADJOURNMENT

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**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:

- A. Discussion of personnel issues
- B. Discussion or consideration by a school board of suspension or expulsion
- C. Discussion or consideration of the condition, acquisition or the use of real or personal property permanently attached to real property or interests therein or disposition of publicly held property or economic development only if premature disclosures of the information would prejudice the competitive or bargaining position of the body or agency
- D. Labor contracts
- E. Contemplated litigation
- F. Discussions of information contained in records made, maintained or received by a body or agency when access by the general public to those records is prohibited by statute;
- G. Discussion or approval of the content of examinations administered by a body or agency for licensing, permitting or employment purposes; consultation between a body or agency and any entity that provides examination services to that body or agency regarding the content of an examination; and review of examinations with the person examined; and
- H. Consultations between municipal officers and a code enforcement officer representing the municipality pursuant to Title 30-A, section 4452, subsection 1, paragraph in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.



**City Council  
Workshop Information Sheet**

**City of Auburn**

**Council Meeting Date:** March 21, 2011

**Item #** A

**Author:** Roland G. Miller, Director of Community & Economic Development

**Subject:** Discussion regarding 1 Minot Avenue.

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**Information:** Due to the relocation of the Police Department to Auburn Hall the property at 1 Minot Avenue now is classified as surplus property. This request is to authorize the City Manager to offer it for sale and entertain proposals for re-development.

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**Financial:** n/a

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**Action Requested at this Meeting:** Guidance from the Council

**Why?** The goal is to get this property back on the tax roles and realize a re-development that will enhance the community.

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**Previous Meetings and History:** 1 Minot Ave was discussed at the January 3<sup>rd</sup> meeting (voted to reallocate funds to move the PD over here). Also Glenn mentioned it in his Weekly Reviews dated: December 17<sup>th</sup> and 24<sup>th</sup>, January 28<sup>th</sup>, and February 18<sup>th</sup> and 25<sup>th</sup>.

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**Attachments:** *(in order of appearance in packet)*



# City Council Workshop Information Sheet

City of Auburn

**Council Meeting Date:** March 21, 2011

**Item #** B

**Author:** Roberta Fogg, City Clerk

**Subject:** Discussion of the 2012 Budget

**Information:** Budget discussion regarding the following:

- School Budget
- Public Works Budget
- Engineering Budget
- Parks & Recreation Budget
- Mayor & Council Budgets

**Financial:** n/a

**Action Requested at this Meeting:**  
**Why?**

**Previous Meetings and History:**

**Attachments:** *(in order of appearance in packet)*



**City Council  
Workshop Information Sheet**

**City of Auburn**

**Council Workshop Date:** March 21, 2011

**Item #** C

**Author:** Roberta Fogg, City Clerk

**Subject: Committee Appointment Ordinance.**

**Information:** City Manager Aho and City Clerk Fogg seek Council direction regarding the removal of the Committee Appointment Ordinance tabled on February 22, 2011.

**Financial:** unknown

**Action Requested at this Meeting:** N/A  
**Why?**

**Previous Meetings and History:** March 21, 2011, February 22, 2011, February 7, 2011, January 18, 2011

**Attachments:** *(in order of appearance in packet)*



## City Council Workshop Information Sheet

City of Auburn

**Council Workshop Date:** March 21, 2011

**Item #** D

**Author:** Roberta L. Fogg, City Clerk

**Subject:** Discussion of proposed Business Licensing Fees.

**Information:** This material was distributed to you for your review at the February 7<sup>th</sup> Council meeting to begin the discussion.

At the meeting I will provide you with material comparing the fees of Auburn, August, Bangor, Lewiston, South Portland and Waterville.

Previously we provided you with a comparison of the fees for Lewiston (March 2010) and the current fees for Auburn, along with proposed fees, and the estimated staff time it takes by department to approve business licenses.

The City should review fees annually and make any necessary changes at that time. With the recent adoption of the newly replaced Business Licensing Ordinance, there are some license types which are new to Auburn, that have no fees currently assigned. We need to update our fee schedule and adopt the fees for all new license types and services.

**Financial:** N/A

**Action Requested at this Meeting:** Council discussion and direction.

**Why?** Fees are set by the City Council. Staff needs an established fee schedule to facilitate the issuance of business licensing and keep Auburn businesses operating.

**Previous Meetings and History:** February 22, 2011 and February 7<sup>th</sup>, 2011 as an informational handout.

**Attachments:** *(in order of appearance in packet)*



# City Council Meeting and Workshop

## March 7, 2011

### Minutes

**Present:** Mayor Richard D. Gleason, Councilors Belinda A. Gerry, Michael Farrell, Robert Hayes, Daniel Herrick, David Young, Raymond C. Berube, Eric C. Samson, City Manager Glenn Aho, Assistant City Manager Phil Crowell, Finance Director Tracy Roy and City Clerk Roberta Fogg.

The Council conducted a workshop beginning at 5:30pm on the following items: Citizen Concern Tracking; Presentation on 5P Team Management and Engine 2.

Committee Appointment Ordinance will be placed on the next council workshop.

Break at 6:58 pm  
Back at 7:11 pm

#### 7:00 p.m. City Council Meeting

Mayor Gleason called the meeting to order at 7:11 p.m. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag.

#### Consent Items

Councilor Berube, seconded by Councilor Herrick, moved to accept the consent items, minutes of February 22, 2011.

Vote: 7 Yea's – 0 Nay's.

Motion carried 7 -0.

#### Minutes -- \* February 22, 2011

Councilor Berube, seconded by Councilor Herrick, moved to accept the consent items, minutes of February 22, 2011.

Vote: 7 Yea's – 0 Nay's.

Motion carried 7-0.

#### Reports

**Mayor, read his report (See official minutes)**

#### City Councilors

- Michael Farrell: Rec. Adv Bd, Audit, Lake Aub. Watershed Protection Comm, - none
- Robert Hayes: Planning Bd, Water, Library, and Railroad, - none
- Daniel Herrick: MMWAC, - none
- David Young: School Committee, Cable TV Adv Board - none
- Raymond Berube: Lewiston-Auburn Economic Growth Council, Sewer, Audit, Airport – Read a report from Auburn Water and Sewer Districts.
- Belinda Gerry: LA Transit, Neighborhood Stabilization Program, Auburn Housing, - Reported that LA Transit meeting is this Thursday at 1pm, no meetings of stabilization program and auburn housing authority. She said that either the Manager or Mayor come up with more members of the LA Transit in order to keep operating
- Eric Samson: 9-1-1, Auburn Business Development Corp, Andros Valley Council of Gov - none



# Auburn City Council Meeting & Workshop

March 7, 2011

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## City Manager

He stated that he and Renee Bogart, ICT Director made a presentation at the MMA Technology Workshop regarding using technology to better use operational and financial data. He stated that we are going a good job leading the way in innovative and technology. He stated that we are working to assemble the budget; revenues are going to be down, valuations appear to be down approximately \$19 million, county budget increased and school budget increased. It is going to be a tough budget season, but he is not sure he can fix it. This will not be an ordinary budget year, he will need council help to come together to decide on how to use our resources.

## IV. Communications, Presentations and Recognitions

### **03072011-00 Request by Advocates for Children to use the Main Street parking lot, across from Festival Plaza, on Saturday, June 11, 2011 to conduct a fundraiser called Family Fun Fest.**

Councilor Samson, seconded by Councilor Young, moved to approve the request by Advocates for Children to use the Main Street parking lot, across from Festival Plaza, on Saturday, June 11, 2011 to conduct a fundraiser called Family Fun Fest

Vote: 7 Yea's – 0 Nay's.

Motion carried 7-0.

Councilor Gerry has questions about the use of the parking lot and festival plaza. She asked if they had talked to Chief of Police and safety concerns. She is also concerned about visiting parking for Roak Block.

Chief Crowell said that they are partners with the Children's Advocates they will be working with them and having volunteers assisting people crossing Main Street. He stated that they have always made accommodations for those types of activities.

## Open Session

Councilor Berube said that he is having a problem in new Auburn with snow; he passed out pictures of sidewalks that have not been cleaned. He said there are snow banks in new Auburn like he has never seen. He explained that he went around with a public works supervisor back on February 16<sup>th</sup> and nothing has happened since. He asked his fellow Councilors to look at the pictures.

City Manager Aho responded to Councilor Berube and he explained that 43% of the time we have been in new Auburn. He said we can always do better. We listen to new Auburn and any citizen concerns and we try to do better. He explained that we have to take time to maintain and repair equipment after each storm. We can improve and we are dedicated to improving. There is not always an apparent reason to what we do and why, but that there is a reason.

Councilor Herrick stated that in the past we had subcontractors do some of the snow removal. He asked what it costs to have public works crews pick up snow VS private contractors.

City Manager Aho explained that we are limited on funds and we eliminated private contractors.

Councilor Samson asked about some of the sub-contracting for snow removal.

Councilor Gerry agrees that there are hard times and we are trying to save money, but we should pick up the snow in new Auburn.

City Manager Aho explained that we will do what the Council directs us to, but we need to create a plan.

Councilor Berube said that Ray's Foodland lost faith in Public Works thirty years ago and they pay for their own snow removal.

# Auburn City Council Meeting & Workshop

March 7, 2011

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Steve Martell 371 Main Street stated Mr. Leroy Walker and he have been watching snow removal in new Auburn. He reviewed some problems that they consider visible and wasteful. He reviewed problems and issues in new Auburn and snow removal issues.

Joseph Mailey 82 Webster Street asked if there was a policy in place that said a Councilor has to keep all contact information. He said 99.99% of the time any emergency vehicle is going from point A to point B for a reason. He stated that they did remove the snow on Webster Street last Friday and it was a good thing because it was very dangerous getting in and out of that street. He has a \$500 deductible on his insurance policy, so any money the city saved him on his taxes it could have cost him more if he had an accident. He said the savings to the tax payers are coming at a cost. Willow Street is a two lane street, but right now it is one lane.

Denis D'Auteuil, Deputy Direct of the Public Works Department explained that they are not 100% efficient, but they are managing their problems. He then reviewed the snow plowing and snow picking programs. He explained that we are identifying inefficiencies every day. He people take pride in what they do. He stated that the additional snow picking was not a result of an email.

Bob Belz, Public Works Director explained that the current snow picking program was developed 20 years ago. He explained that that program has been cut back. He explained that they are working on evaluating and updating those programs.

Councilor Berube explained that he has no problems talking to either one of you, but if you cross the bridges you have snow banks.

Councilor Herrick commented on the narrowing of streets in the city and how it effects the snow removal.

Dan Corriveau 215 Harmons Corner Road stated that public works came out with a loader and cleared the snow banks at the intersection with Pownal Road. He spoke about missing signs.

Chief Crowell said that by ordinance he can make a change for 90 days and put the signs back if the council desires.

Mr. Corriveau stated that private land owners are pushing snow across the street and it is not being stopped and enforced. It is not a public works department problem.

## **VI. Unfinished Business - none**

## **VII. New Business**

### **03072011-01 Public Hearing on a new liquor license application for Jasmine Café, LLC d/b/a Jasmine Café located at 730 Center Street, for Malt, Spirituous and Vinous Restaurant Class license.**

Mayor Gleason opened the public hearing asking for any comments on the new liquor license application for Jasmine Café, LLC d/b/a Jasmine Café located at 730 Center Street, for Malt, Spirituous and Vinous Restaurant Class license.

No public comments received.

Mayor Gleason then closed the public hearing.

### **03072011-02 Motion to approve the liquor license application for Jasmine Café, LLC d/b/a Jasmine Café located at 730 Center Street, for Malt, Spirituous and Vinous Restaurant Class license.**

Councilor Farrell, seconded by Councilor Gerry, moved to approve the liquor license application for Jasmine Café, LLC d/b/a Jasmine Café located at 730 Center Street, for Malt, Spirituous and Vinous Restaurant Class license.

Vote: 7 Yea's - 0 Nay's

Motion carried 7-0.

# Auburn City Council Meeting & Workshop

March 7, 2011

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## 03072011-03 Motions on committee appointments.

Councilor Farrell, seconded by Councilor Berube, made a motion to reappoint Bob Cavanagh to the Auburn Sewerage District for a 4 year term.

Councilor Hayes expressed his frustration about discussing committee appointments without having a process in place to bring appointments forward. He stated his support for reappointments.

Councilor Herrick asked questions about the length of appointments and process.

Councilor Hayes, seconded by Councilor Gerry, made a motion to table committee appointments.

Vote: 3 Yea's – Councilors Gerry, Hayes and Samson – 4 Nay's – Councilors Farrell, Herrick, Young and Samson.  
Motion failed 3-4.

Councilor Hayes, seconded by Councilor Samson, moved to amend the motion to approve all reappointments listed.

- o Richard Valcourt – Auburn Housing Authority, reappointment, 5 yr term
- o Normand Morin – L/A Cable Television Advisory Board, reappointment, ?term
- o Walter Gary – Zoning Board of Appeals, reappointment, 3 yr term
- o Preston Chapman – Auburn Water District, reappointment, 4 yr term
- o Bob Cavanagh – Auburn Sewer District, reappointment, 4 yr term
- o Stephen Lunt – L/A Airport Board, reappointment, 3 yr term

Vote: 4 Yea's – Councilors Gerry, Hayes, Young and Samson -3 Nay's – Councilors Farrell, Herrick, Berube.  
Motion carried 4-3.

Vote on motion as amended: 5 Yea's – 2 Nay's - Councilors Farrell and Herrick. Motion carried 5-2.

## 03072011-04 Executive session in accordance with Title 1, Section 405, subsection 6D to discuss the Fire Union IAFF 797 contract.

Councilor Samson, seconded by Councilor Young, moved to enter executive session at 8:19 pm, in accordance with Title 1, Section 405, subsection 6D to discuss the Fire Union IAFF 797 contract.

Vote: 5 Yea's - 2 Nay's – Councilors Farrell and Herrick. Motion carried 5-2.

Councilor Farrell, seconded by Councilor Berube, made a motion to leave executive session and enter regular session at 8:43pm.

Vote 5 Yea's – 0 Nay's Councilor Gerry and Samson were absent from room at time of vote.

Motion carried 5-0.

## VIII. Open Session

Joe Mailey 82 Webster Street asked Chief Low which is cheaper to run a fire truck or rescue vehicle. Chief Low explained the costs to run equipment.

Joe Mailey asked if there was any state or federal law that requires us to respond to rescue calls.

Chief Low said there are no laws that require us to respond. They are doing it as best practice and a community service.

Joe Mailey stated that we cut the budget now everything is coming back to roost. The Council needs to think about everything and how and what it effects, what are the ramifications. What is the benefit to the entire city and its citizens.

# Auburn City Council Meeting & Workshop

March 7, 2011

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Joe Gray Sopers Mills Road asked the Mayor about the recycling committee.

Mayor Gleason stated that the Chair of the committee Dominique Casavant has been invited by the City Manager to review the trash removal contracts in an advisory capacity.

Joe Gray stated that the web site is not being updated, and whether we get new software or not it will still need to be updated. The last three weekly reports have not been updated and put on the web site, we are on December's monthly reports and we are in March. He suggested we hire a clerk to answer the phones and write a tracking number on it and distribute to the right place. He said he is not anti technology but there is a way to do it without spending tons of cash. He said the council didn't not approve the rescue vehicle out of hand it was cheaper to not hire more fire fighters and to use United to do that program. He said it might be beneficial to have a rescue, but we would have to do the billing. If we can do the billing can we offset the cost of the firefighters. He asked about maintaining Engine 2.

Councilor Farrell explained the need to maintain Engine 2 regardless. He then explained that part of the fee would include web hosting and maintenance of the site. He stated that it is a good thing that Auburn got out of the rescue business. He said he spoke with Brunswick about the billing, they couldn't tell us what the cost was to provide the service.

Mr. Gray asked the Council to consider going to a combination fire service, part professional and part volunteer service. He said there are over 80 departments in Maine doing it now. He thinks we could save a ton of money and he is prepared to make a full presentation if the council wants. He suggested going to volunteers in the two outer stations and keeping the central station open. He also suggested three 12 hours shifts.

Councilor Gerry asked Chief Crowell if the stop signs on Harmons Corner will be put back up and asked if the speed limit sign would be put back up before the next meeting.

Chief Crowell said the signs would be put back up and the speed limit sign will be reviewed and put back up.

Councilor Gerry read the Police Department December Managerial Report and asked Chief Crowell questions about the Vista Drive holiday light show. She thanked the Chief for working with the doctors. She said she did not see any problems on Vista Drive this year.

City Manager Aho asked Council what they like and do not like about the Committee Procedure Ordinance language.

Councilor Herrick said the language had changed around and he doesn't think we need a committee to appoint committees. Length of committee term limits, he wants to discuss appointments at council meetings.

Councilor Samson doesn't agree with that he thinks it would be more organized if two people go through the applications and do some preliminaries. He would like a two person councilor committee.

Councilor Farrell said the only reason we don't have anything on the books on how to deal with this is again this councils in ability to act, we table and push off items. We have no procedure and there is no more information than what comes forth and again tonight we tried to table this item.

City Clerk Fogg explained that since the last council meeting the Clerk's office had sent out letters to committee members who's terms have either expired or is about to expire between now and June and to anyone who has submitted an application, asking them if they would like to remain on a committee or if they are still interested in the committee they applied for.

City Manager Aho explained that it has been difficult for staff because there are no votes on what you want staff to do.

Councilor Farrell stated that he would like it on the next agenda workshop because he is committee to ironing it out until it's done.

# Auburn City Council Meeting & Workshop

March 7, 2011

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Councilor Hayes agrees with Councilor Samson, the procedure we did have was to sit down with the Clerk and review the applications and take in ward representation and committee chairs comments back to the council with recommendations. He recommended the two elected at large councilors be the ones to be on this councilor committee.

City Clerk Fogg explained that Reine Mynahan needs a banker on the CDBG Loan Committee and she needs guidance from the Council on whether they would consider a non-resident banker in Auburn for this appointment.

Councilor Berube stated to bring the resume forward.

**Future Agenda/Workshop Items – none**

## ADJOURNMENT

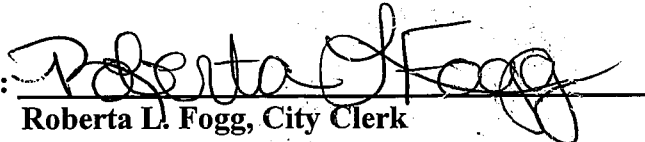
Councilor Berube, seconded by Councilor Young, made a motion to adjourn at 9:11 pm.

Vote: 7 Yea's – 0 Nay's

Motion carried 7-0.

**A true record**

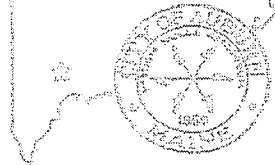
Attested:

  
Roberta L. Fogg, City Clerk

# City of Auburn, Maine

*"Maine's City of Opportunity"*

## Financial Services



**TO: Glenn E. Aho, City Manager**  
**FROM: Tracy Roy, Finance Director**  
**REF: February 2011 Financials**  
**DATE: March 14, 2011**

The City has completed its eight month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 66.7% of the annual budget. However, not all costs and revenues are distributed evenly throughout the year; individual line items can vary based upon cyclical activity.

### Revenues

Revenues collected through February 28<sup>th</sup> were \$45,103,066, or 65.39%, of the budget, which is better than the same period last year by 1.12%. The accounts listed below are noteworthy.

- A. Excise tax for the month of February is at 67.58%. This is a \$24,763 increase from last February, a \$96,424 decrease from FY09 and a \$196,332 decrease from FY08. However, our excise revenues for FY11 are .88% above projections as of February 28, 2011.
- B. State Revenue Sharing for the month of February is 74.77% or \$1,810,603. The city received \$252,686 this month compared to \$312,077 FY10, \$277,810 FY09, \$328,481 FY08 and \$354,461 FY07. This is 19% decrease from this February to last February. LD100 passed, it will cut \$42.4 million from what otherwise would be distributed, which is a 31% reduction. The City will lose \$1.2 million in revenue.
- C. EMS Agreement is above budget at 81.6%. As of January 31<sup>st</sup> the City has billed out for 816 responses.
- D. Non-Business Licenses and Permits are above budget due to the City receiving the Time Warner \$40,566 on February 15<sup>th</sup> and Oxford \$6,500 on February 17<sup>th</sup> cable franchise.

**CITY OF AUBURN**  
**FINANCIALS -FEBRUARY 2011**

- E. Sale of Property is above budget by 799.6%; 16 Western avenue was sold on February 3<sup>rd</sup> \$46,875.

**Expenditures**

Expenditures through February 28<sup>th</sup> were \$41,628,536 or 60.36%, of the budget. Noteworthy variances are:

- A. Health & Social Services – Assistance: Rents are at 85.8% budget or \$58,142.
- B. Mayor and Council: Maine Municipal Associations dues of \$21,113 were paid on February 22<sup>nd</sup>.
- C. Property: During the month of February the city paid out \$10,500 in deductibles for insurance on Professional Liability and Vehicles.

**Investments**

This section contains an investment schedule as of February 28<sup>th</sup> as well as a comparison of the investments between February and the prior month. Currently the City's funds are earning an average interest rate of .36%, which is the same as last February 2010.

Respectfully submitted,

Tracy Roy  
Finance Director

**CITY OF AUBURN, MAINE**  
**BALANCE SHEET - GENERAL FUND**  
**February 28, 2011**

<u>ASSETS</u>	February 28 2011	January 31 2011	Increase (Decrease)
CASH	12,740,917	13,971,328	(1,230,411)
RECEIVABLES			-
ACCOUNTS RECEIVABLES	401,636	425,528	(23,893)
TAXES RECEIVABLE-CURRENT	15,591,994	18,023,292	(2,431,297)
DELINQUENT TAXES	860,209	877,829	(17,620)
TAX LIENS	25,950	27,093	(1,143)
NET DUE TO/FROM OTHER FUNDS	1,027,505	1,028,837	(1,332)
<b>TOTAL ASSETS</b>	<b>30,648,211</b>	<b>34,353,907</b>	<b>(3,705,696)</b>
			-
			-
<u>LIABILITIES &amp; FUND BALANCES</u>			-
			-
ACCOUNTS PAYABLE	(10,649)	13,566	(24,215)
WAGES & TAXES PAYABLE	(29,751)	(9,892)	(19,859)
ACCRUED PAYROLL	(10,214)	(10,214)	-
STATE FEES PAYABLE	22,432	47,971	(25,539)
PREPAID TAXES			-
IN LIEU OF BONDS	64,250	64,250	-
DEFERRED REVENUE	16,255,091	18,705,313	(2,450,222)
<b>TOTAL LIABILITIES</b>	<b>16,291,158</b>	<b>18,810,993</b>	<b>(2,519,835)</b>
			-
FUND BALANCE - UNASSIGNED	10,124,574	10,124,574	-
FUND BALANCE - RESTRICTED FOR WORKERS COMP & UNEMPLOYMENT			-
FUND BALANCE - RESTRICTED	1,134,224	1,134,224	-
NET CHANGE IN FUND BALANCE	3,098,255	4,284,116	(1,185,861)
<b>TOTAL FUND BALANCES</b>	<b>14,357,053</b>	<b>15,542,914</b>	<b>(1,185,861)</b>
			-
<b>TOTAL LIABILITIES AND FUND BALANCES</b>	<b>30,648,211</b>	<b>34,353,907</b>	<b>(3,705,696)</b>

- (0)



**CITY OF AUBURN, MAINE**  
**REVENUES - GENERAL FUND COMPARATIVE**  
**AS OF February 28, 2011 vs. February 28, 2010**

REVENUE SOURCE	FY 2011 BUDGET	ACTUAL REVENUES THROUGH FEB 28	% OF TOTAL BUDGET	FY 2010 BUDGET	ACTUAL REVENUES THROUGH FEB 28	% OF TOTAL BUDGET
<b>TAXES</b>						
PROPERTY TAX REVENUE-	\$ 40,447,313	\$ 25,284,797	62.51%	\$ 38,616,214	\$ 24,363,467	63.09%
PRIOR YEAR REVENUE	\$ -	\$ 620,560		\$ -	\$ 1,240,440	
HOMESTEAD EXEMPTION REIMBURSEMENT	\$ 480,000	\$ 379,509	79.06%	\$ 648,980	\$ 626,815	96.58%
ALLOWANCE FOR ABATEMENT	\$ -	\$ -		\$ -	\$ -	
ALLOWANCE FOR UNCOLLECTIBLE TAXES	\$ -	\$ -		\$ -	\$ -	
EXCISE	\$ 2,806,000	\$ 1,896,275	67.58%	\$ 3,100,000	\$ 1,871,512	60.37%
PENALTIES & INTEREST	\$ 220,000	\$ 86,732	39.42%	\$ 180,000	\$ 176,273	97.93%
<b>TOTAL TAXES</b>	<b>\$ 43,953,313</b>	<b>\$ 28,267,874</b>	<b>64.31%</b>	<b>\$ 42,545,194</b>	<b>\$ 28,278,508</b>	<b>66.47%</b>
<b>LICENSES AND PERMITS</b>						
BUSINESS	\$ 42,800	\$ 22,826	53.33%	\$ 49,600	\$ 24,837	50.07%
NON-BUSINESS	\$ 260,300	\$ 241,445	92.76%	\$ 297,600	\$ 185,906	62.47%
<b>TOTAL LICENSES</b>	<b>\$ 303,100</b>	<b>\$ 264,271</b>	<b>87.19%</b>	<b>\$ 347,200</b>	<b>\$ 210,743</b>	<b>60.70%</b>
<b>INTERGOVERNMENTAL ASSISTANCE</b>						
STATE-LOCAL ROAD ASSISTANCE	\$ 378,000	\$ 331,455	87.69%	\$ 446,000	\$ 272,183	61.03%
STATE REVENUE SHARING	\$ 2,421,593	\$ 1,810,603	74.77%	\$ 3,510,000	\$ 2,188,999	62.36%
WELFARE REIMBURSEMENT	\$ 44,955	\$ 28,162	62.65%	\$ 42,000	\$ 28,375	67.56%
OTHER STATE AID	\$ 19,000	\$ 22,214	116.92%	\$ 25,000	\$ 23,475	93.90%
FEMA REIMBURSEMENT	\$ -	\$ 19,473		\$ -	\$ -	
CITY OF LEWISTON	\$ 160,235	\$ -	0.00%	\$ 154,000	\$ -	0.00%
EDUCATION SUBSIDY	\$ 16,213,174	\$ 10,808,783	66.67%	\$ 16,331,017	\$ 10,258,858	62.82%
<b>TOTAL INTERGOVERNMENTAL ASSISTANCE</b>	<b>\$ 19,236,957</b>	<b>\$ 13,020,690</b>	<b>67.69%</b>	<b>\$ 20,508,017</b>	<b>\$ 12,771,890</b>	<b>62.28%</b>
<b>CHARGE FOR SERVICES</b>						
GENERAL GOVERNMENT	\$ 140,360	\$ 89,531	63.79%	\$ 132,675	\$ 91,506	68.97%
PUBLIC SAFETY	\$ 77,800	\$ 54,144	69.59%	\$ 103,400	\$ 78,010	75.44%
EMS TRANSPORT	\$ 17,000	\$ -	0.00%	\$ -	\$ 3,307	
EMS AGREEMENT	\$ 100,000	\$ 81,600	81.60%	\$ 70,000	\$ 17,600	25.14%
EDUCATION	\$ 3,051,517	\$ 2,442,187	80.03%	\$ 2,294,836	\$ 2,136,425	93.10%
<b>TOTAL CHARGE FOR SERVICES</b>	<b>\$ 3,386,677</b>	<b>\$ 2,667,461</b>	<b>78.76%</b>	<b>\$ 2,600,911</b>	<b>\$ 2,326,849</b>	<b>89.46%</b>
<b>FINES</b>						
PARKING TICKETS & MISC FINES	\$ 55,000	\$ 27,179	49.42%	\$ 75,000	\$ 18,320	24.43%
<b>MISCELLANEOUS</b>						
INVESTMENT INCOME	\$ 70,000	\$ 36,697	52.42%	\$ 300,000	\$ 52,976	17.66%
INTEREST-BOND PROCEEDS	\$ 15,000	\$ 15,000	100.00%	\$ 125,000	\$ 1,830	1.46%
RENTS	\$ 122,000	\$ 122,077	100.06%	\$ 129,000	\$ 123,586	95.80%
UNCLASSIFIED	\$ 22,947	\$ 18,033	78.58%	\$ 40,500	\$ (5,079)	-12.54%
SALE OF RECYCLABLES	\$ -	\$ 47,880		\$ 21,000	\$ 24,955	118.84%
COMMERCIAL SOLID WASTE FEES	\$ 40,000	\$ 36,468	91.17%	\$ 49,600	\$ 42,146	84.97%
SALE OF PROPERTY	\$ 50,000	\$ 433,150	866.30%	\$ 30,000	\$ 27,726	92.42%
RECREATION PROGRAMS/ARENA	\$ 38,489	\$ -	0.00%	\$ 33,102	\$ -	0.00%
MMWAC HOST FEES	\$ 197,500	\$ 131,264	66.46%	\$ 190,000	\$ 132,064	69.51%
9-1-1 DEBT SERVICE REIMBURSEMENT	\$ 161,233	\$ -	0.00%	\$ -	\$ -	0.00%
TRANSFER IN: TIF	\$ 407,374	\$ -	0.00%	\$ 258,241	\$ -	0.00%
TRANSFER OUT: TIF	\$ -	\$ -		\$ -	\$ -	
ENERGY EFFICIENCY	\$ 4,000	\$ 1,665	41.63%	\$ 7,000	\$ 2,012	28.74%
CDBG	\$ 8,000	\$ 5,336	66.70%	\$ 8,000	\$ 5,336	66.70%
UTILITY REIMBURSEMENT	\$ 28,642	\$ 8,020	28.00%	\$ 60,000	\$ 48,401	80.67%
CITY FUND BALANCE CONTRIBUTION	\$ 700,000	\$ -	0.00%	\$ 600,000	\$ -	0.00%
SCHOOL FUND BALANCE CONTRIBUTION	\$ 172,103	\$ -	0.00%	\$ 631,000	\$ -	
<b>TOTAL MISCELLANEOUS</b>	<b>\$ 2,037,288</b>	<b>\$ 855,590</b>	<b>42.00%</b>	<b>\$ 2,482,443</b>	<b>\$ 455,951</b>	<b>18.37%</b>
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 68,972,335</b>	<b>\$ 45,103,065</b>	<b>65.39%</b>	<b>\$ 68,558,765</b>	<b>\$ 44,062,261</b>	<b>64.27%</b>

**CITY OF AUBURN, MAINE**  
**EXPENDITURES - GENERAL FUND COMPARATIVE**  
**AS OF February 28, 2011 vs. February 28, 2010**

DEPARTMENT	ACTUAL			ACTUAL		
	FY 2011 BUDGET	EXPENDITURES THROUGH FEB 28	% OF TOTAL BUDGET	FY 2010 BUDGET	EXPENDITURES THROUGH FEB 28	% OF TOTAL BUDGET
<b>ADMINISTRATION</b>						
MAYOR AND COUNCIL	\$ 103,340	\$ 80,651	78.04%	\$ 98,763	\$ 62,373	63.15%
LEGAL SERVICES	\$ 73,000	\$ 23,691	32.45%	\$ 64,200	\$ 38,817	60.46%
CITY CLERK	\$ 117,812	\$ 69,437	58.94%	\$ 147,306	\$ 93,477	63.46%
CITY MANAGER	\$ 377,931	\$ 229,626	60.76%	\$ 365,536	\$ 238,678	65.30%
HUMAN RESOURCES	\$ 138,602	\$ 83,744	60.42%	\$ 137,800	\$ 82,338	59.75%
ASSESSING SERVICES	\$ 200,113	\$ 105,799	52.87%	\$ 187,118	\$ 109,555	58.55%
FINANCIAL SERVICES	\$ 368,730	\$ 222,511	60.35%	\$ 412,589	\$ 274,880	66.62%
CUSTOMER SERVICE	\$ 2,000	\$ -	0.00%	\$ 7,500	\$ 580	7.74%
<b>TOTAL ADMINISTRATION</b>	<b>\$ 1,381,528</b>	<b>\$ 815,459</b>	<b>59.03%</b>	<b>\$ 1,420,812</b>	<b>\$ 900,699</b>	<b>63.39%</b>
<b>COMMUNITY SERVICES</b>						
<b>HEALTH &amp; SOCIAL SERVICES</b>						
ADMINISTRATION	\$ 66,708	\$ 36,444	54.63%	\$ 61,766	\$ 40,216	65.11%
ASSISTANCE	\$ 85,544	\$ 65,481	76.55%	\$ 85,835	\$ 47,843	55.74%
<b>INFORMATION SYSTEMS</b>						
ICT	\$ 330,216	\$ 203,429	61.60%	\$ 293,862	\$ 201,293	68.50%
ENGINEERING	\$ 383,196	\$ 168,669	44.02%	\$ 347,145	\$ 205,047	59.07%
PLANNING & PERMITTING	\$ 709,023	\$ 448,555	63.26%	\$ 782,426	\$ 500,075	63.91%
PARKS AND RECREATION	\$ 606,333	\$ 324,938	53.59%	\$ 585,295	\$ 373,471	63.81%
PUBLIC LIBRARY	\$ 919,407	\$ 612,938	66.67%	\$ 919,407	\$ 612,938	66.67%
COMMUNITY PROGRAMS	\$ 12,650	\$ 10,850	85.77%	\$ 13,650	\$ 10,500	76.92%
<b>TOTAL COMMUNITY SERVICES</b>	<b>\$ 3,113,077</b>	<b>\$ 1,871,304</b>	<b>60.11%</b>	<b>\$ 3,089,386</b>	<b>\$ 1,991,382</b>	<b>64.46%</b>
<b>FISCAL SERVICES</b>						
DEBT SERVICE	\$ 6,816,314	\$ 6,167,284	90.48%	\$ 6,780,939	\$ 6,517,831	96.12%
PROPERTY	\$ 649,206	\$ 482,631	74.34%	\$ 629,749	\$ 549,518	87.26%
WORKERS COMPENSATION	\$ 200,000	\$ -	0.00%	\$ 200,000	\$ 200,000	100.00%
WAGES & BENEFITS	\$ 4,397,054	\$ 2,749,553	62.53%	\$ 4,133,953	\$ 2,725,376	65.93%
EMERGENCY RESERVE	\$ 336,336	\$ -	0.00%	\$ -	\$ -	-
<b>TOTAL FISCAL SERVICES</b>	<b>\$ 12,398,910</b>	<b>\$ 9,399,468</b>	<b>75.81%</b>	<b>\$ 11,744,641</b>	<b>\$ 9,992,725</b>	<b>85.08%</b>
<b>PUBLIC SAFETY</b>						
EMERGENCY MGMT AGENCY	\$ 6,760	\$ -	0.00%	\$ 6,352	\$ 4,058	63.88%
FIRE DEPARTMENT	\$ 3,549,341	\$ 2,272,843	64.04%	\$ 3,541,533	\$ 2,269,505	64.08%
POLICE DEPARTMENT	\$ 3,253,880	\$ 1,973,188	60.64%	\$ 2,953,587	\$ 2,064,093	69.88%
<b>TOTAL PUBLIC SAFETY</b>	<b>\$ 6,809,981</b>	<b>\$ 4,246,031</b>	<b>62.35%</b>	<b>\$ 6,501,472</b>	<b>\$ 4,337,655</b>	<b>66.72%</b>
<b>PUBLIC WORKS</b>						
PUBLIC WORKS DEPARTMENT	\$ 4,458,060	\$ 2,515,429	56.42%	\$ 4,632,101	\$ 2,775,660	59.92%
WATER AND SEWER	\$ 526,252	\$ 393,544	74.78%	\$ 504,700	\$ 381,219	75.53%
<b>TOTAL PUBLIC WORKS</b>	<b>\$ 4,984,312</b>	<b>\$ 2,908,973</b>	<b>58.36%</b>	<b>\$ 5,136,801</b>	<b>\$ 3,156,879</b>	<b>61.46%</b>
<b>INTERGOVERNMENTAL PROGRAMS</b>						
AUBURN-LEWISTON AIRPORT	\$ 139,250	\$ 76,938	55.25%	\$ 106,750	\$ 80,063	75.00%
E911 COMMUNICATION CENTER	\$ 927,500	\$ 695,625	75.00%	\$ 937,589	\$ 703,192	75.00%
LATC-PUBLIC TRANSIT	\$ 176,362	\$ 97,500	55.28%	\$ 130,000	\$ 97,500	75.00%
LAEGC-ECONOMIC COUNCIL	\$ 167,487	\$ 83,744	50.00%	\$ 96,429	\$ 72,322	75.00%
L-A ARTS	\$ 20,161	\$ 15,120	75.00%	\$ 24,267	\$ 18,200	75.00%
COUNTY TAX	\$ 1,892,352	\$ 1,892,352	100.00%	\$ 1,804,820	\$ 1,804,820	100.00%
TAX SHARING	\$ 293,939	\$ 41,070	13.97%	\$ 290,027	\$ 45,124	15.56%
<b>TOTAL INTERGOVERNMENTAL</b>	<b>\$ 3,617,051</b>	<b>\$ 2,902,348</b>	<b>80.24%</b>	<b>\$ 3,389,882</b>	<b>\$ 2,821,220</b>	<b>83.22%</b>
<b>EDUCATION DEPARTMENT</b>						
	\$ 34,167,476	\$ 19,484,953	57.03%	\$ 34,197,536	\$ 19,945,639	58.32%
<b>TIF</b>	\$ 2,500,000	\$ -	0.00%	\$ -	\$ -	-
<b>CIP</b>	\$ -	\$ -	-	\$ -	\$ -	-
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 68,972,335</b>	<b>\$ 41,628,536</b>	<b>60.36%</b>	<b>\$ 65,480,530</b>	<b>\$ 43,146,200</b>	<b>65.89%</b>

CITY OF AUBURN, MAINE  
 INVESTMENT SCHEDULE  
 AS OF FEBRUARY 28, 2011

INVESTMENT	FUND	ACCOUNT BALANCE	INTEREST RATE	VALUE		WEIGHTED AVG YIELD
				BOOK	MARKET	
BANKNORTH MNY MKT	GENERAL FUND	5,025,039.29	0.35%	5,025,039.29	5,025,039.29	17,587.64
BANKNORTH MNY MKT	GF-WORKERS COMP	49,123.61	0.10%	49,123.61	49,123.61	49.12
BANKNORTH MNY MKT	GF-UNEMPLOYMENT	66,546.15	0.35%	66,546.15	66,546.15	232.91
BANKNORTH CD	GF-UNEMPLOYMENT	102,350.30	2.64%	102,350.30	102,350.30	2,702.05
BANKNORTH MNY MKT	SPECIAL REVENUE	1,747,286.26	0.35%	1,747,286.26	1,747,286.26	6,115.50
BANKNORTH MNY MKT	SR-PERMIT PARKING	196,941.09	0.35%	196,941.09	196,941.09	689.29
BANKNORTH MNY MKT	SR-TIF	2,799,499.79	0.35%	2,799,499.79	2,799,499.79	9,798.25
BANKNORTH MNY MKT	CAPITAL PROJECTS	18,909,312.03	0.35%	18,909,312.03	18,909,312.03	66,182.59
BANKNORTH MNY MKT	CAPITAL PROJECTS	120,056.65	0.35%	120,056.65	120,056.65	420.20
BANKNORTH CD	CAPITAL PROJECTS	33,117.85	2.96%	33,117.85	33,117.85	980.29
BANKNORTH MNY MKT	SCHOOL	982,728.71	0.25%	982,728.71	982,728.71	2,456.82
BANKNORTH MNY MKT	ICE ARENA	47,043.09	0.10%	47,043.09	47,043.09	47.04
<b>GRAND TOTAL</b>		<b>30,079,044.82</b>		<b>30,079,044.82</b>	<b>30,079,044.82</b>	<b>0.36%</b>

CITY OF AUBURN, MAINE  
 INVESTMENT SCHEDULE  
 COMPARISON OF JANUARY 31, 2011  
 AND FEBRUARY 28, 2011

INVESTMENT	FUND	JANUARY 31, 2010		FEBRUARY 28, 2011		INCREASE (DECREASE)	
		VALUE		VALUE		VALUE	
		BOOK	MARKET	BOOK	MARKET	BOOK	MARKET
BANKNORTH MNY MARKET	GENERAL FUND	5,025,008.17	5,025,008.17	5,025,039.29	5,025,039.29	31.12	31.12
BANKNORTH MNY MARKET	WORKERS COMP	49,119.84	49,119.84	49,123.61	49,123.61	3.77	3.77
BANKNORTH MNY MARKET	UNEMPLOYMENT	66,528.29	66,528.29	66,546.15	66,546.15	17.86	17.86
MBIA CLASS ACCOUNT	UNEMPLOYMENT	102,330.67	102,330.67	102,350.30	102,350.30	19.63	19.63
BANKNORTH MNY MARKET	SPECIAL REVENUE	1,747,272.23	1,747,272.23	1,747,286.26	1,747,286.26	14.03	14.03
BANKNORTH MNY MARKET	PERMIT PARKING	196,888.23	196,888.23	196,941.09	196,941.09	52.86	52.86
BANKNORTH MNY MARKET	TIF	2,799,485.16	2,799,485.16	2,799,499.79	2,799,499.79	14.63	14.63
BANKNORTH MNY MARKET	CAPITAL PROJECTS	18,905,818.48	18,905,818.48	18,909,312.03	18,909,312.03	3,493.55	3,493.55
BANKNORTH MNY MARKET	CAPITAL PROJECTS	120,024.42	120,024.42	120,056.65	120,056.65	32.23	32.23
BANKNORTH CD	CAPITAL PROJECTS	33,107.95	33,107.95	33,117.85	33,117.85	9.90	9.90
BANKNORTH MNY MARKET	SCHOOL	982,540.28	982,540.28	982,728.71	982,728.71	188.43	188.43
BANKNORTH MNY MARKET	ICE ARENA	47,039.48	47,039.48	47,043.09	47,043.09	3.61	3.61
<b>GRAND TOTAL</b>		<b>30,075,163.20</b>	<b>30,075,163.20</b>	<b>30,079,044.82</b>	<b>30,079,044.82</b>	<b>\$3,881.62</b>	<b>\$3,881.62</b>



## City Council Agenda Information Sheet

City of Auburn

**Council Meeting Date:** March 21, 2011

**Item #** 03212011-01

**Author:** Roberta L. Fogg, City Clerk

**Subject: Public Hearing on an amendment to the City of Auburn Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation, four way stop Harmons Corner Road.**

**Information:** This is an amendment to the City of Auburn, Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation. It is in response to Council and Citizen concerns.

This amendment creates a four way stop at Harmons Corner Road and Pownal Road intersection.

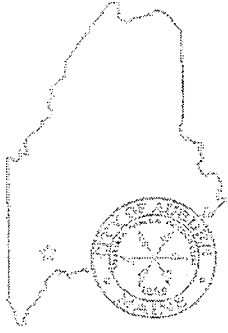
**Financial:** n/a

**Action Requested at this Meeting:** No Council Action required. Mayor Seeks public comments only.  
**Why?** This item allows for specific public comment on this subject to be entered into the public record.

**Previous Meetings and History:** February 22, 2011 and February 7, 2011.

**Attachments:** *(in order of appearance in packet)*

- Public Hearing Advertisement



# City of Auburn, Maine

*"Maine's City of Opportunity"*

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Office of City Clerk

## **City of Auburn Public Hearing**

The Auburn City Council will hold Public Hearings on Monday, March 21, 2011 at their 7:00 PM meeting in the City Council Chambers of Auburn Hall, 60 Court Street, Auburn, Maine. On an amendment to the City of Auburn Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation, four way stop Harmons Corner Road.

A copy of the proposed amendment is located on the City of Auburn web site [www.auburnmaine.org](http://www.auburnmaine.org) Public comments may be submitted to Auburn City Council, City of Auburn, 60 Court Street, Auburn, Maine 04210 or via email to [rfogg@auburnmaine.gov](mailto:rfogg@auburnmaine.gov) on or before 5pm on Monday, March 21, 2011. Auburn Hall is fully handicapped accessible.

Venise –

Run of paper March 15<sup>th</sup>, 2011 – 1 time

PLEASE SEND COPY OF AD AND COST PRIOR TO PUBLICATION. THANK YOU.

Any questions, please call Roberta Fogg, City Clerk at 333-6601 ext. 1126



# City Council Agenda Information Sheet

City of Auburn

**Council Meeting Date:** March 21, 2011

**Item #** 03212011-02

**Author:** Roberta L. Fogg, City Clerk

**Subject:** Resolve to amend the City of Auburn Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation, four way stop Harmons Corner Road, (second and final reading).

**Information:** This is an amendment to the City of Auburn, Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation.

This amendment will put four way stop at Harmons Corner Road and Pownal Road intersection.

**Financial:** n/a

**Action Requested at this Meeting:** Approve resolve for second and final reading of the amendment to the Traffic Ordinance.

**Why?**

**Previous Meetings and History:** February 22, 2011 first reading, February 7, 2011

**Attachments:** *(in order of appearance in packet)*

- Resolve to amend traffic ordinance.



**City Council  
Resolve**

**City of Auburn**

**Date:** March 21, 2011  
**Order #** 46-03212011-02

**Title: Resolve to amend the City of Auburn Code of Ordinances, Division 7 Stop Signs, Section 52-443 Designation, four way stop Harmons Corner Road, (second and final reading).**

Existing language:

On Harmons Corner Road before entering Pownal Road from both directions.

New language:

On Pownal Road before entering Harmons Corner Road from both directions.

This is the second and final reading.

**Motion for Acceptance First Reading:** Councilor Gerry

**Seconded by:** Councilor Berube

**Vote:** Vote: 6 Yea's – 0 Nay's – 1 Abstain – Councilor Young. Motion carried 6-0-1.

**Action by Council:** February 22, 2011

**Motion for Acceptance:** Councilor

**Seconded by:** Councilor

**Vote:**

**Action by Council:** March 21, 2011

**Attest:**

\_\_\_\_\_  
Roberta L. Fogg, City Clerk





**City Council  
Workshop Information Sheet**

**City of Auburn**

**Council Workshop Date:** March 21, 2011

**Item #** 03212011-03

**Author:** Tracy Roy, Finance Director

**Subject: Resolve to expend funds from the Abatement Account for 2010 property taxes due on properties purchased through the Community Development Block Grant, Main Street Beautification Project, in the amount not to exceed \$6,365.47.**

**Information:** Community Block Development purchased:

- 337 Main Street - August 2, 2010
- 369 Main Street – August 2, 2010
- 364 Main Street – July 21, 2010
- 285 Court Street – June 1, 2010

**Financial:** \$6,365.47

**Action Requested at this Meeting:** Yes

**Why?** Tax bills must be paid in the system by the 7<sup>th</sup> of April to avoid delinquent charges and letters being generated to the prior owners. The first week of May the lien process will start.

**Previous Meetings and History:** None

**Attachments:** *(in order of appearance in packet)*

- Resolve



**City Council  
Resolve**

**City of Auburn**

**Date:** March 21, 2011  
**Order #** 44-03212011-03

**Title: Resolve to expend funds from the Abatement Account for 2010 property taxes due on properties purchased through the Community Development Block Grant, Main Street Beautification Project, in the amount not to exceed \$6,365.47, as follows:**

Property location	2010 Tax	Balance paid at closing	Amount of taxes due
337 Main Street (#231-001)	\$1,544.00	-\$132.66	\$1,411.34
369 Main Street (#221-044)	\$ 872.36	-\$121.11	\$ 751.25
364 Main Street (#221-071)	\$1,092.38	-\$ 70.14	\$1,022.24
285 Court Street (#240-065)	<u>\$3,180.64</u>	<u>-\$ 0.00</u>	<u>\$3,180.64</u>
	\$6,689.38	-\$323.91	\$6,365.47
Total .....			<u><b>\$6,365.47</b></u>

**Motion for Acceptance:** Councilor  
**Seconded by:** Councilor  
**Vote:**

**Action by Council:** March 21, 2011

**Attest:** \_\_\_\_\_  
Roberta L. Fogg, City Clerk



# City Council Agenda Information Sheet

City of Auburn

**Council Meeting Date:** March 21, 2011

**Item #** 03212011-04

**Author:** Roberta L. Fogg, City Clerk

**Subject:** Executive session in accordance with Title 1, Section 405, subsection 6C, to discuss a real estate matter, the possible sale of city property in the Great Falls Plaza area; with possible Council action following.

**Information:** City Manager Aho and Roland Miller, Economic Development Director, will present information to the Mayor and City Councilors in the executive session regarding a real estate matter, the possible sale of city property in the Great Falls Plaza area. After the executive session the Council could choose to take action on the information provided to them by moving the sample resolve or similar language.

Under confidential cover, you have been provided with background information regarding this matter and sample resolve language.

**Financial:** N/A

**Action Requested at this Meeting:** Yes - Motion to enter executive session in accordance with Title 1, Section 405, subsection 6C, to discuss a real estate matter.

**Why?**

**Previous Meetings and History:** N/A

**Attachments:** *(in order of appearance in packet)*

- *Confidential support material and sample resolve.*



## City Council Agenda Information Sheet

City of Auburn

**Council Meeting Date:** March 21, 2011

**Item #** 03212011-05

**Author:** Roberta L. Fogg, City Clerk

**Subject:** Executive session in accordance with Title 1, Section 405, subsection 6A, to discuss personnel; City Manager evaluation.

**Information:** Executive session for the purpose of discussing the City Managers evaluation.

**Financial:** N/A

**Action Requested at this Meeting:** Yes - Motion to enter executive session in accordance with Title 1, Section 405, subsection 6A, to discuss the City Managers evaluation.

**Why?**

**Previous Meetings and History:** N/A

**Attachments:** *(in order of appearance in packet)*