



**City Council Workshop & Meeting
Agenda
Monday, June 17, 2024
Auburn Hall, Council Chambers**

5:30 P.M. City Council Workshop

- **Executive Session** pursuant to Title 1 M.R.S.A. Section 405(6)(C) for discussion of an economic development matter. *Passage requires 3/5 majority vote to enter Executive Session.*
- Capital Infrastructure Projects Update
- ARPA Reallocation Discussion

7:00 P.M. City Council Meeting - Roll call votes will begin with Councilor Whiting

Pledge of Allegiance & Roll Call

- I. **Consent Items** – *All items with an asterisk (*) are considered routine and will be enacted by one motion. There will be no separate discussion of these items unless a Council member or a citizen so requests, in which event, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.*
- II. **Minutes** – June 3, 2024 Regular Council Meeting
- III. **Communications, Presentations and Recognitions**
 - a. School Budget Referendum Certified Official Results - June 11, 2024
 - b. Proclamation – World Refugee Day 2024
- IV. **Open Session** – *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda.*
- V. **Unfinished Business**
 1. **Order 82-06032024** - Authorizing the City's general obligation bonds in the amount of \$16,565,750 to finance the City's FY25 Capital Improvement Program. *Amended and passed first reading on June 6, 2024. Public hearing. ROLL CALL VOTE. Passage requires an affirmative vote of 5 Councilors at the second reading.*

VI. New Business

1. **Order 86-06172024** – Authorizing the City Clerk to waive the \$60 business license fee for the Age Friendly Community Committee’s concessions stand in Festival Plaza on Wednesday evenings from June 26, 2024 through August 21, 2024. *Passage requires majority vote.*

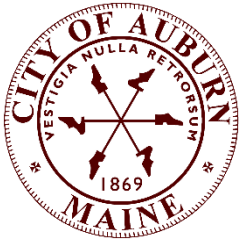
VII. Open Session - *Members of the public are invited to speak to the Council about any issue directly related to City business or any item that does not appear on the agenda*

VIII. Reports

- a. **Mayor’s Report**
- b. **City Councilors’ Reports**
- c. **Student Representative Report**
- d. **City Manager Report**
- e. **April 2024 Finance Report** – Kelsey Earle, Finance Director

IX. Executive Session pursuant to Title 1 M.R.S.A. Section 405(6)(A) for City Manager’s annual review. *Passage requires 3/5 majority vote to enter Executive Session.*

X. Adjournment



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: June 17, 2024

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (C) to discuss an economic development matter.

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(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
- (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
- (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
- (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present. This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

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. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

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 C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.

5:30 P.M. City Council Workshop

A. Executive Session pursuant to Title 1 M.R.S.A. Section 405(6)(C) for discussion of an economic development matter. Motion made by Councilor Gerry, seconded by Councilor Walker. Passed 5-0. Council came out of Executive Session at 6:38pm.

Mayor Harmon called the meeting to order at 7:00P.M. in the Council Chambers of Auburn Hall and led the assembly in the salute to the flag. Councilor Weisner was absent.

I. Consent Items:

1. **ORDER 78-06032024*** - Appointing Donna Wallace to the Age Friendly Community Committee for a term that expires June 1, 2027, as recommended by the Appointment Committee.
2. **ORDER 79-06032024*** - Appointing Lawrence Pelletier to the Age Friendly Community Committee for a term that expires June 1, 2027, as recommended by the Appointment Committee.
3. **ORDER 80-06032024*** - Appointing Dana Morrell to the Age Friendly Community Committee for a term that expires June 1, 2027, as recommended by the Appointment Committee.
4. **ORDER 81-06032024*** - Appointing Cynthia Larrabee to the Age Friendly Community Committee for a term that expires June 1, 2027, as recommended by the Appointment Committee.

Motion for passage of all consent items by Councilor Milks, seconded by Councilor Walker. Motion passed 6-0.

II. Minutes – May 20, 2024, Regular Council Meeting

Motion to adopt the minutes by Councilor Walker, seconded by Councilor Cowan. Motion passed 6-0.

III. Communications, Presentations and Recognitions

None.

IV. Open Session

- Malcolm Arthur Henry, Poliquin Ave – expressed a concern in the neighborhood; the City Manager will follow up directly.
- Charles Soule, Lewiston – Encouraged voters to reject the Lewiston school budget.

V. Unfinished Business

VI. New Business

1. **ORDER 82-06032024** - Authorizing the City's general obligation bonds in the amount of \$16,615,750 to finance the City's FY25 Capital Improvement Program. First reading. ROLL CALL VOTE. Passage requires an affirmative vote of 5 Councilors at the second reading.

Motion for passage by Councilor Milks, seconded by Councilor Whiting.

There was no public comment.

Councilor Platz moved that the 3rd item on the CIP order regarding record restoration be changed from \$100,000 to \$50,000 following the workshop discussion. Seconded by Councilor Walker. The Council recommended that this request be included in the operational budget of the City Clerk's office going forward.

Motion passed 5-1 (Gerry opposed).

Motion for passage, as amended, passed 5-1 (Gerry opposed).

2. **ORDER 83-06032024** – Authorization for the City Manager to execute the Collective Bargaining Agreement between the City of Auburn and the IAMAW AFL-CIO Union for Custodians and Maintenance covering 07/01/2024 to 06/30/2027. Passage requires majority vote.

Motion for passage by Councilor Walker, seconded by Councilor Platz.

No comment from public. Motion passed 6-0.

5. **ORDER 84-06032024** – Initiating Zoning Map amendment in the area of 550 Minot Avenue from T4.2B to General Business. Passage requires majority vote.

Motion for passage by Councilor Milks, seconded by Councilor Walker.

No comment from public. Motion passed 6-0.

6. **ORDER 85-06032024** – Initiating Zoning Map amendment in the Gracelawn Road/Pit Area from General Business to Multi-Family Suburban. Passage requires majority vote.

Motion for passage by Councilor Whiting, seconded by Councilor Walker.

No comment from public. Motion passed 5-1 (Gerry opposed).

VII. Open Session

VIII. Reports

a. Mayor's Report – Attended the Memorial Day Remembrance at Veterans Park with Councilors Whiting, Weisner, and Walker. Attended the dedication of the Pettingill Park softball fields in memory of Joe Walker and Tricia Asselin. Recognized the Pride march held down Auburn and into Lewiston held this past weekend.

b. City Councilors' Reports – Councilor Gerry attended ELHS graduation and congratulated new graduates. Councilor Whiting shared a quote in memory of Joe Walker. Councilor Walker thanked the City and everyone involved in recognizing Joe and Tricia and shared that on June 11, Age Friendly Committee will meet at the Senior Center. Councilor Platz followed up on the School Department's recent budget changes.

Student Representative Report – Representative Egge recognized ELHS students who graduated; had a 95% graduation rate.

c. City Manager Report – Commented on the balloon festival; August 16-18 and will be known as the Lewiston-Auburn Balloon Festival. The Parade will start in Auburn. Classic Car Show will be held in Lewiston; along with a beer garden and vendors in Festival Plaza. There was \$10,000 appropriated to the festival; this will be allocated to the new balloon festival. More updates will be forthcoming.

d. March 2024 Finance Report – Kelsey Earle, Finance Director – Motion to accept finance report by Councilor Walker, seconded by Councilor Milks. Motion passed 6-0.

IX. Executive Session pursuant to Title 1 M.R.S.A. Section 405(6)(A) for a personnel matter. Passage requires 3/5 majority vote to enter Executive Session. Motion to enter at 7:36pm by Councilor Gerry, seconded by Councilor Milks. Motion passed 6-0. Council adjourned following Executive Session.

A TRUE COPY ATTEST:

Emily F. Carrington, City Clerk

City of Auburn, ME - Official Totals

SCHOOL BUDGET VALIDATION REFERENDUM - JUNE 11, 2024

Question A: School Budget Validation

Do you favor approving the City of Auburn's school budget for the upcoming school year that was adopted by the Auburn City Council at their latest budget meeting?

	612	434	280	326	1652
	Wards 1 & 2	Wards 3 & 4	Ward 5	Absentee	TOTAL
Yes	424	269	158	236	1087
No	184	165	118	87	554
Blank	4	0	4	3	11

STATE OF MAINE PRIMARY ELECTION - JUNE 11, 2024

	325	154	112	191	782
DEMOCRATIC PRIMARY	Wards 1 & 2	Wards 3 & 4	Ward 5	Absentee	TOTAL
U.S. SENATOR					
COSTELLO, DAVID A.	238	109	82	132	561
Blank	87	45	30	59	221
REP. TO CONGRESS (District 2)					
GOLDEN, JARED F.	297	142	100	172	711
Blank	28	12	12	19	71
STATE SENATOR (District 20)					
SHEATS, BETTYANN W.	300	134	103	169	706
Blank	25	20	9	22	76
REP. TO LEGISLATURE (88)					
DAMIEN, STEFANIE M.	N/A	89	73	60	222
Blank	N/A	15	11	14	40
REP. TO LEGISLATURE (89)					
LEE, ADAM R.	67	29	25	45	166
Blank	7	9	3	2	21
REP. TO LEGISLATURE (90)					
CAMPBELL, DANIEL E.	225	11	N/A	60	296
Blank	26	1	N/A	10	37
REGISTER OF PROBATE					
REYNOLDS, THOMAS C.	278	124	93	161	656
Blank	47	30	19	30	126

STATE OF MAINE PRIMARY ELECTION - JUNE 11, 2024

	282	275	162	121	840
REPUBLICAN PRIMARY	Wards 1 & 2	Wards 3 & 4	Ward 5	Absentee	TOTAL
U.S. SENATOR					
KOUZOUNAS, DEMI	219	218	131	97	665
Blank	63	57	31	24	175
REP. TO CONGRESS (District 2)					
SOBOLESKI, MICHAEL	101	93	39	48	281

THERIAULT, AUSTIN	158	170	114	61	503
Blank	23	12	9	12	56
STATE SENATOR (District 20)					
BICKFORD, BRUCE	247	248	146	108	749
Blank	35	27	16	13	91
REP. TO LEGISLATURE (88)					
CHAPMAN, QUENTIN J.	N/A	193	110	48	351
Blank	N/A	40	21	9	70
REP. TO LEGISLATURE (89)					
JANELLE, JOHN G.	56	21	24	15	116
Blank	11	5	7	8	31
REP. TO LEGISLATURE (90)					
LIBBY, LAUREL D.	201	14	N/A	39	254
Blank	14	2	N/A	2	18

There are no declared write-ins.

<u>Total Number of Registered Voters:</u>	16,907
<u>Total Turnout (School):</u>	1652
<u>Turnout Percentage (School):</u>	9.78%
<u>Total Turnout (Primary):</u>	1622
<u>Turnout Percentage (Primary):</u>	9.59%

A TRUE COPY ATTEST


CITY CLERK

OFFICE OF THE MAYOR | CITY OF AUBURN, MAINE



PROCLAMATION | **WORLD REFUGEE DAY 2024**

WHEREAS, around the world, millions of people have been forced to flee their homes due to violence, persecution, and natural disasters, resulting in the worst refugee crisis in history; and,

WHEREAS, Maine is recognized as a welcoming state and offers hope and safety to all; and,

WHEREAS, many uprooted people have found safe haven in Auburn, bringing with them determination and optimism to contribute to our cultural, economic, and intellectual fabric; and,

WHEREAS, Auburn is home to businesses, schools, faith communities and civic organizations supporting refugees and providing a sense of belonging; and,

WHEREAS, the wisdom, experience and courage of refugees enrich our city and state; and,

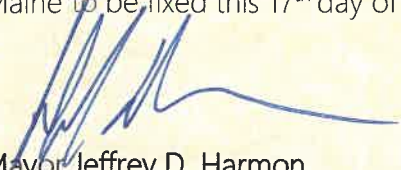
WHEREAS, Auburn recognizes and celebrates Juneteenth – “Freedom Day” - on June 19th; and

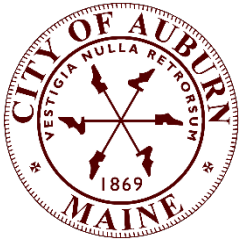
WHEREAS, the remarkable determination of refugees to build a brighter future after great adversity inspires us all and brings beautiful diversity to our community;

NOW THEREFORE, I Jeffrey Harmon, Mayor of the City of Auburn, do hereby proclaim June 20, 2024, as **World Refugee Day** in Auburn.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Auburn, Maine to be fixed this 17th day of June, 2024.


Mayor Jeffrey D. Harmon



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: June 17, 2024

Order: 82-06032024

Author: Kelsey Earle, Finance Director

Subject: Authorizing Issuance of General Obligation Bonds and A Tax Levy Therefor

Information: Annual Capital Improvement Projects for FY 24-25 that we are recommending for bonding. Order reflects the amendment of the Record Restoration line item from \$100,000 to \$50,000 determined at the 6/3/2024 Council meeting.

City Budgetary Impacts: This is a 10-year bond, interest only for FY25, then principal and interest payments for 10 years.

Staff Recommended Action: Passage of second reading

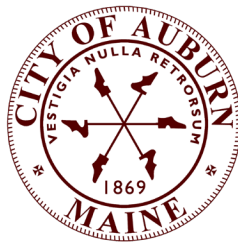
Previous Meetings and History: The 5 Year CIP Plan was discussed at several workshops and adopted at the 4/1/2024 Council meeting. First reading of the revised FY25 Capital Improvement Plan (CIP) was held 6/3/2024, and the order was amended to reflect discussion at the 5/20/2024 workshop. A public hearing notice was placed in the Sun Journal on 5/28/2024.

City Manager Comments:

I concur with the recommendation. Signature:

Attachments:

Amended Order 82-06032024



ORDER 82-06032024

City Council Order

IN CITY COUNCIL

ORDER - AUTHORIZING ISSUANCE OF GENERAL OBLIGATION BONDS AND A TAX LEVY THEREFOR

Following a public hearing duly called and held as required by Article 8, Section 8.13 of the City Charter, **by the Auburn City Council BE IT ORDERED:**

THAT, pursuant to Title 30-A, §5772 of the Maine Revised Statutes, as amended, the City Charter, as amended, and all other authority thereto enabling, there is hereby authorized the issue and sale of the City's general obligation bonds (the "Bonds") and notes in anticipation thereof (the "Notes"), in the principal amount not to exceed \$16,565,750, the proceeds of which, including original issue premium, if any, and investment earnings thereon, are hereby appropriated to finance the capital equipment and capital improvements listed in Schedule 1 hereto (including costs of issuance for the Bonds)(the "Projects"), all constituting a part of the City's FY25 Capital Improvement Program.

THAT the Bonds and Notes shall be signed by the manual or facsimile signatures of the City's Finance Director and its Treasurer (provided that at least one of such signatures shall be a manual signature), attested by the City Clerk under the seal of the City.

THAT the Finance Director is hereby authorized, in the name of and on behalf of the City, to establish, determine and approve the time of the sale, award and settlement of the Bonds and Notes, which may be issued at one time, or from time to time, through a public offering or a private placement, on a competitive or negotiated basis, in serial form or as term bonds, or some combination of any of the foregoing, such establishment, determination and approval to be conclusively evidenced by the execution thereof.

THAT the Finance Director is hereby authorized, in the name of and on behalf of the City, to establish, determine and approve the date, form, denominations, interest rates, maturities (not to exceed the maximum term authorized by law), provisions for early redemption, and all other details of such Bonds and Notes, such establishment, determination and approval to be conclusively evidenced by the execution thereof.

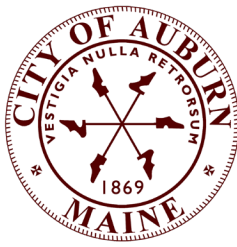
THAT to the extent not payable from other funds, each year that any of the Bonds remain outstanding, the City shall levy a tax in an amount sufficient to pay the annual installment of principal and the annual interest on such Bonds.

THAT the Finance Director is hereby authorized, in the name of and on behalf of the City, to do or cause to be done all such acts and things necessary and expedient in respect in connection with the financing of the Projects and the issuance the Bonds and Notes, and the investment of the proceeds thereof, including to select a financial advisor, underwriter, or paying agent/registrar with respects to the Bonds and Notes, and to execute, deliver and approve all agreements, investment agreements, bond purchase agreements, preliminary and final official statements or other offering documents, escrow agreements, continuing disclosure agreements, tax compliance agreements, or arbitrage certificates, and all other closing certificates and documents (collectively referred to as the "Bond Documents"), which Bond Documents

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Adam R. Platz, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Belinda A. Gerry, At Large
Phillip L. Crowell, Jr., City Manager



City Council Order

may be in such form and contain such terms, conditions and provisions including, without limitation, the waiving of the City's sovereign or governmental immunity with respect to the enforceability of any of the forgoing, which waiver of sovereign or governmental immunity is hereby authorized, confirmed and approved, as the Finance Director shall establish, determine and approve, such establishment, determination and approval to be conclusively evidenced by the execution thereof.

THAT to the extent the Bonds or Notes are issues on a tax-exempt basis, the Finance Director is hereby authorized, in the name of and on behalf of the City:

- To covenant, agree and certify (A) that no part of the proceeds of such Bonds and Notes shall be used directly or indirectly to acquire any securities or obligations or property, the acquisition or use of which would cause the Bonds or Notes to be "private activity bonds" or "arbitrage bonds" within the meaning of Sections 141 and 148 of the Internal Revenue Code of 1986, as amended, and (B) that the City will file any required reports and take any other action that may be necessary to insure that interest on the Bonds or Notes will remain exempt from federal income taxation, and that the City will refrain from any action that would cause interest on the Bonds and Notes to be subject to federal income taxation; and
- To designate the Bond or Notes, or a portion thereof, as qualified tax-exempt obligations under and as permitted by Section 265(b)(3) of the Code, to the extent such designation is available and permissible under said Section 265(b)(3).

THAT if the Finance Director, Treasurer, or Clerk are for any reason unavailable to approve and execute the Bonds, Notes or any related Bond Document, the person or persons then acting in any such capacity, whether as an assistant, a deputy, or otherwise, in an interim or acting capacity, is hereby authorized, in the name of and on behalf of the District, to act for such official with the same force and effect as if such official had himself or herself performed such act.

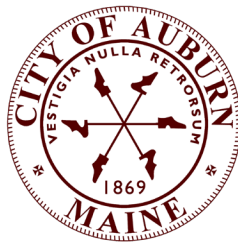
THAT if any authorized representative of the City who has signed or sealed the Bonds or Notes shall cease to be such officers or officials before the Bonds or Notes so signed and sealed shall have been actually authenticated or delivered by the City, such Bonds or Notes nevertheless may be issued, delivered and authenticated with the same force and effect as though the person or persons who signed or sealed such Bonds or Notes had not ceased to be such officer or official; and also any such Bonds or Notes may be signed and sealed on behalf of the City by those persons who, at the actual date of the execution of such Bonds or Notes, shall be the proper officers and officials of the City, although at the nominal date of such Bonds or Notes any such person shall not have been such officer or official.

THAT if the actual cost of any Project differs from the estimated cost, whether due to completion, delay or abandonment of such Project or for any other reason, the Finance Director is hereby authorized, in the name of and on behalf of the City, in her discretion, to reallocate proceeds of the Bonds and Notes to any other listed Project, or to any other project or improvement that the City Council has approved or may in the future approve as part of the City's annual capital improvement plan.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Adam R. Platz, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Belinda A. Gerry, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 82-06032024

City Council Order

THAT the authority to issue any Bonds or Notes not issued within 2 years of the date of approval of this Order shall automatically expire 2 years from the date of approval of this Order.

THAT notwithstanding the foregoing paragraph, during the term any of the Bonds issued pursuant to this Order remain outstanding, the Finance Director is hereby authorized, in the name of and on behalf of the City, to issue refunding bonds on either a current or advance refunding basis, to refund some or all of the Bonds then outstanding, and to establish, determine and approve the time of the sale, award and settlement of such refunding bonds, the date, form, denominations, interest rates, maturities (not to exceed the maximum term authorized by law), provisions for early redemption, and all other details of such refunding bonds, such establishment, determination and approval to be conclusively evidenced by the execution thereof, and to execute and deliver, in the name of and on behalf of the City, such additional Bond Documents as may be reasonable or necessary with respect to such refunding, and each refunding bond issued hereunder shall be signed in the same manner as the Bonds.

THAT prior to the issuance of the Bonds or Notes, the Finance Director is hereby authorized to expend available funds of the City to pay costs of the Projects (referred to as "original expenditures") which would be reimbursed from proceeds of the Bonds or Notes; to that end, the City hereby declares its official intent to reimburse itself for such original expenditures from the proceeds of such Bonds or Notes, and this Order shall constitute a Declaration of Official Intent pursuant to Treasury Regulation §1.150-2, and shall be kept available for public inspection during reasonable business hours at the office of the City Clerk.

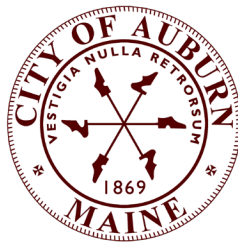
A notice describing the above borrowing and the general purpose of such borrowing was published on or before June 3, 2024, in the *Sun Journal*, a daily newspaper of general circulation published in the City of Auburn and in Androscoggin County.

NOTE: Must be approved by roll call vote.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Adam R. Platz, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Belinda A. Gerry, At Large
Phillip L. Crowell, Jr., City Manager



ORDER 82-06032024

City Council Order

Schedule 1

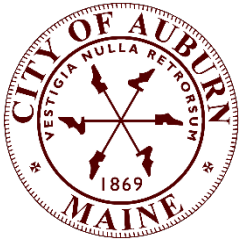
CAPITAL IMPROVEMENT PLAN FY 25 BONDS

Description		Total
Airport	Annual Pavement Management Program	\$ 150,000
Airport	Congressionally Directed Spending (CDS) Hangar Project	\$ 68,750
Clerk	Record Restoration	\$ 50,000
Fire	Engine 2 Reconditioning	\$ 250,000
IT	Security Camera Project	\$ 90,000
LA 911	Server Infrastructure Replacement	\$ 150,000
Planning & Permitting	Dangerous Buildings and Junkyard Cleanups	\$ 150,000
Planning & Permitting	Comprehensive Plan Program	\$ 220,000
Police	Mobile Data Terminal Replacement	\$ 135,000
Engineering	Morrow Road Reconstruction	\$ 3,000,000
Engineering	Whitman Spring Repair	\$ 150,000
Engineering	Reconstruction	\$ 1,800,000
Engineering	Reclamation	\$ 1,500,000
Engineering	Major Drainage	\$ 500,000
Engineering	MDOT Match	\$ 1,500,000
Engineering	Resurfacing	\$ 1,600,000
Engineering	Pavement/Retaining Wall Assessment	\$ 125,000
Engineering	Sidewalk Repairs	\$ 100,000
Engineering	Downtown Parking and Walkability-Grant Match	\$ 400,000
Facilities & Energy	Auburn Hall Boiler/Mechanical Upgrades	\$ 550,000
Facilities & Energy	Engine 2 Station Reconstruction	\$ 2,000,000
Facilities & Energy	Public Library Building Envelope, Repairs & Design Cost Analysis	\$ 75,000
Facilities & Energy	Public Library Boilers Replacement	\$ 575,000
Public Works	Replace Vactor Truck	\$ 590,000
Public Works	Replace Boom Lift School and Public Works	\$ 77,000
Public Works	Annual Park & Walkway Light Replacement	\$ 100,000
Public Works	Replace 7yd plow truck (plowing/sanding and roadway maintenance)	\$ 325,000
Public Works	Recreation Mini Bus replacement/upgrade	\$ 110,000
Transportation	Traffic Calming & Pedestrian Safety	\$ 175,000
Transportation	LATC Bus Replacement	\$ 50,000
TOTAL BOND CIP		\$ 16,565,750

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Adam R. Platz, At Large

Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Belinda A. Gerry, At Large
Phillip L. Crowell, Jr., City Manager



**City of Auburn
City Council Information Sheet**

Council Workshop or Meeting Date: June 17, 2024

Order: 86-06172024

Author: Emily F. Carrington, City Clerk

Subject: Request from Age Friendly Community Committee to waive \$60 Temporary FSE license fee

Information: The City's Age Friendly Community Committee has applied to operate concessions stand in Festival Plaza on Wednesdays from June 26, 2024 through August 21, 2024 and has requested the \$60 license fee be waived as proceeds from the concessions stand will serve as a fundraiser for the committee.

City Budgetary Impacts: N/A

Staff Recommended Action: Consideration of the request to waive the \$60 license fee.

Previous Meetings and History: N/A

City Manager Comments:

I concur with the recommendation. Signature:

Attachments: Application, request letter, order

**Age-Friendly Community Committee
32 Pettengill Park Road
Auburn, Maine 04210**

June 10, 2024

City of Auburn
60 Court Street
Auburn, Maine 04210
Office of Permitting

RE: Permit Fee Waiver

To whom it may concern:

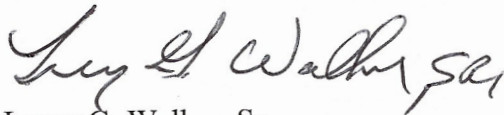
I am writing on behalf of the Age-Friendly Community Committee with regard to our intent to operate a concession stand on Wednesday evenings from June 26th through August 21st, 2024, for the purpose of fund raising for committee events, such as free meals, clothing give-aways, holiday celebrations, Hello-Ween participation, etc. We will sell refreshments and beverages from the small concession stand located at the Festival Plaza site.

As a city committee, we respectfully request that the \$60.00 permit fee be waived.

Thank you, in advance, for any consideration you give our request.

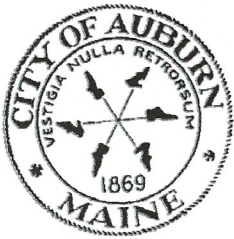
Sincerely,

AGE-FRIENDLY COMMUNITY COMMITTEE

A handwritten signature in dark ink, appearing to read "Leroy G. Walker, Sr.", written in a cursive style.

Leroy G. Walker, Sr.
Committee Chairman

JLB



CITY OF AUBURN

BUSINESS LICENSE APPLICATION

☒ NEW ☐ RENEWAL Expires: _____

Business Name: _____

Office of the City Clerk
60 Court St, Auburn,
ME 04210
207.333.6600
www.auburnmaine.gov

Please Note: All real estate and personal property taxes related to the business must be current before a license can be issued.

Please check the boxes for all licenses you are applying for:

There is a late fee of \$50.00 for renewals that are 30-45 days late, \$100.00 for more than 46 days late, and \$200.00 for reoccurring

Food Service Establishments:

☐ *FSE Mobile Food distribution Unit (12 mths) ...\$100
Not to be located less than 200 ft from nearest food service establishment. Please include a letter from property owner authorizing use of location.

☐ *FSE Serving Malt, Vinous & Spirituous Liquor (FSE Class I) \$500

Public hearing required for new license- \$100 fee
Background check must also be included.

☐ *FSE Serving Malt and/or Vinous (FSE Class III & IV)..... \$400

Public hearing required for new license- \$100 fee
Background check must also be included.

☐ *Class A Lounge Serving Malt, Vinous & Spirituous Liquor (Class X) \$1000
(Plus, actual cost of advertising hearing)

Public hearing required for new license - \$100 fee.
Background check must also be included.

☐ * FSE (On/Off), no Alcohol.....\$200
Includes Prepackaged Foods

☐ *Bottle Club/BYOB..... \$200

Public hearing required for new license- \$100 fee
Background check must also be included.

☒ *Temp FSE (Per event max 30 days).....\$60

*All above licenses: include copy of floor plan, menu/
draft menu, certified food handler certificate and a copy of
all State licenses applicable.

☐ FSE Off Premise/Retailer-Malt Liquor/Table
Wine..... \$200

Other Business Licenses Applying for:

☐ *Special Amusement\$125

Public hearing required for new license- \$100 fee
Please fill out supplemental questionnaire (pg. 4).

☐ *Pawnshop/Pawn Broker\$100

☐ *Secondhand Dealer \$100

☐ *Massage Establishment/Therapist..... \$150

State license #: _____

Please also include 2 copies of a passport size
photograph taken within 30 days of application date
(annually), copy of current State license and copy of
government issued identification.

☐ *Tattoo Artist..... \$100

*Above licenses: Each applicant for a license shall provide
a copy of a criminal background check (to include all present
and former names) dated not more than 3 days prior to
submission of application. You can do it yourself on-line
here: <http://www5.informe.org/online/pcr/>

☐ Bowling Alley (fee per lane)
\$85

Of lanes: _____

☐ Roller Skating Rinks with Part/Full Kitchen...\$90

☐ Coin-op Devices (fee per device).....
Up to 10 devices..... \$50 Ea
10 or more devices.... \$30 Ea
of devices: _____ Total Amt _____

☐ Lodging House, Boarding House, Rooming
Houses, Hotels, Motels, etc..... \$100

Seating: _____ Occupancy load: _____

LICENSING FEE(S) TOTAL DUE: \$ _____

NAME OF BUSINESS: Age-Friendly Committee BUSINESS ADDRESS: 32 Pettengill Park Road, Auburn

BUSINESS MAILING ADDRESS: Same

OWNER'S NAME (LOCAL/ONSITE): City of Auburn DOB: _____ PHONE: 207-333-6600

OWNER'S ADDRESS: 60 Court Street, Auburn MAILING ADDRESS: _____

PREFERRED EMAIL: _____

MANAGER'S NAME: Leroy G. Walker, Sr. PHONE #: 207-577-2694 DOB: 1/14/49

PREFERRED CONTACT NAME: _____ PHONE #: _____

EMAIL ADDRESS: lwalker@auburnmaine.gov

DESCRIPTION OF BUSINESS: City Committee

TYPE OF PREVIOUS BUSINESS AT ADDRESS (IF KNOWN): _____

FORM OF BUSINESS ORGANIZATION: ☐ Corporation ☐ Partnership ☐ Sole Proprietorship ☐ LLC ☒ Other

(If a corporation, must include a copy of corporate papers for new licenses)

If a Corporation, Partnership or LLC, complete the following information of each owner (additional names may be listed on an attached sheet):

Name	<i>Print Clearly</i> Address Previous 5 years	Birth Date	% of Stock	Title

OWNER OF BUILDING/UNIT: City of Auburn PHONE # 207-333-6600

OWNER'S ADDRESS: _____

HOURS OF OPERATION: Mon: _____ Tues: _____ Wed: 6:30 -8:00 p.m. Thurs: _____
Fri: _____ Sat: _____ Sun: _____

Has applicant(s) and/or manager ever been convicted of any violation of the law, other than minor traffic violations, of any State of the United States, within the past 5 years? ☐ Yes ☒ No (If yes, complete the following)

Name: _____ Date of conviction: _____

Offense: _____ Location: _____

Disposition: _____

Include additional pages if needed.

THE OMISSION OF FACTS OR ANY MISREPRESENTATION OF ANY OF THE INFORMATION ON THIS APPLICATION SHALL BE SUFFICIENT GROUNDS FOR THE REFUSAL OF SUCH LICENSE.

Chapter 14-Business Licenses & Permits-Article II Sec.14-34 Certification from City Officials Before a license is issued the City Clerk shall submit the application for certification to the Code Enforcement Officer, Fire Chief, Chief of Police and City Treasurer.

There is a 14 day review period after receipt of a **completed** application. Incomplete applications will not be reviewed for approval and will be returned for completion. A business must not operate until approved by the required departments. Final approval and issuance of license will be from the City Clerk's Office.

CERTIFICATE OF APPLICANT AND WAIVER OF CONFIDENTIALITY

READ CAREFULLY BEFORE SIGNING

I, Leroy G. Walker, Sr., Owner/Operator of the business, hereby authorize the release of any
(Print name)
criminal history record information to the City Clerk's Office or Licensing Authority. I understand that this information shall become public record, and I hereby waive any rights of privacy with respect hereto. I further stipulate that I am aware that deliberate falsification of the information herein shall be sufficient cause for denial of a license to operate the business. This application is accurate and true to the best of my knowledge.

Applicant Signature: Leroy Walker Sr. Date: 6/10/24

FOR OFFICE USE ONLY

REPORT OF INSPECTING OFFICERS:

<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	FIRE INSPECTOR
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	CODE ENFORCEMENT OFFICER
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	POLICE
<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	FINANCE

Comments:

Application date: _____ License issued on: _____

Fees paid: License fee(s) _____ Public hearing fee _____ Background fee _____ Late fee _____

Total amount paid = \$ _____

Special Amusement Questionnaire:

Exact entertainment to be provided at establishment:

(Specify hours of entertainment) Mon: _____ Tues: _____ Wed: _____ Thurs: _____
Fri: _____ Sat: _____ Sun: _____

Describe in detail the room(s) to be used under the permit:

Include a diagram or floor plan of your business. On the diagram please list the following:

Main Entrance, Secondary Entrances, Fire Escapes, Fire Extinguishers, Location of Stationary Security Personnel, Food Serving or preparation areas, the direction of any speakers, Dancing Area, Locations where alcohol will be sold.

Have any of the applicants, including the corporation ever had a special amusement license denied or revoked?

☐ Yes ☐ No If yes, Please explain (Including location and timeframe):

PLEASE PROVIDE THE FOLLOWING, IF APPLICABLE:

CURRENT LIQUOR LICENSE # _____ EXPIRATION DATE: _____

PLEASE BE ADVISED THAT THE APPLICANT MAY BE REQUIRED TO COMPLY WITH THE FOLLOWING CONDITIONS:

Applicant agrees to have two counters or clickers at each entrance. One will be used to document the patrons that have entered the establishment. The second will be used to document the patrons that have exited the establishment. This will give the staff and public safety personnel an accurate count of patrons in the establishment.

Applicant agrees to have the maximum seating and or occupancy capacity clearly listed in each room that is open to the public, and to have security and or staff stationed at all times at all entrances and exits used by the public.

Applicant agrees to, if so ordered by the Chief of Police, to hire sworn members of the Auburn Police Department for security. The rate will be at the current City of Auburn detail rate. These officers will supplement the existing staff or security.

The below chart will be used as a guide in determining the numbers of officers required.

Number of Attendees	Number of Police
1 - 200	2
201 - 400	4
401 - 600	6
601+	One supervisor and one additional officer for each 200 attendees or portion thereof in excess of 601

All requests for modification(s) of the approved Special Amusement license must be submitted in writing to the City of Auburn. Any changes made without approval from the City of Auburn may result in an immediate suspension of the license. Signature on application releases the Auburn Police Department, its agents and representatives from any and all liability of every nature and kind arising out of the furnishing, inspection or collection of such documents, records and other information or the investigation made by the Auburn Police Department.

I do hereby authorize Auburn Police Department and its agents to receive copies of records and/or any information concerning my background, character, bank accounts, businesses, places of employment, schools and any other source necessary for the purpose of obtaining a Special Amusement License.

I have read and understand section 14-600 to 14-609, Special Amusement Permits, of the City of Auburn's business license ordinance. _____ (Initial)



ORDER 86-06172024

City Council Order

IN CITY COUNCIL

ORDERED, that the City Council hereby authorizes the City Clerk to waive the \$60 Temporary Food Service license fee for the Age Friendly Community Committee to operate a concessions stand in Festival Plaza on Wednesday evenings from June 26, 2024 through August 21, 2024.

Richard S. Whiting, Ward One
Benjamin J. Weisner, Ward Four
Belinda A. Gerry, At Large

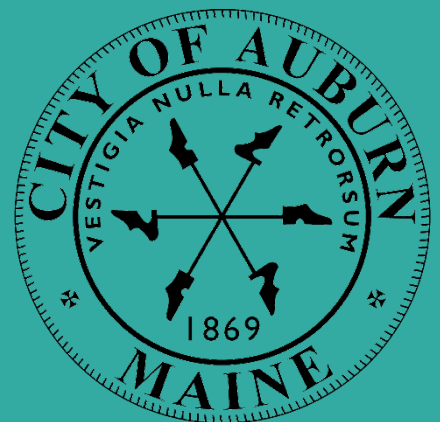
Timothy M. Cowan, Ward Two
Leroy G. Walker, Sr., Ward Five
Jeffrey D. Harmon, Mayor

Stephen G. Milks, Ward Three
Adam R. Platz, At Large
Phillip L. Crowell, Jr., City Manager

Monthly Financial Report

April 2024

Authored by: Kelsey Earle



To: Honorable Mayor, Members of the City Council and City Manager
Subject: Financial Report for the Month Ending April 30, 2024

I respectfully submit the financial summaries of the revenue and expenditure activities for the City during the month ending April 30, 2024.

Please note that although the monthly financial report contains amounts reported by the School Department, this discussion is limited to the City's financial results and does not attempt to explain any variances for the School Department. The City has completed its seventh month of the current fiscal year. As a guideline for tracking purposes, revenues and expenditures should amount to approximately 83.33% 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.

General Fund Highlights

Revenues

- Total revenues collected through April 2024 were **\$100.7M** or **88.93%** of budgeted general fund revenue, as compared to **\$94.9M** of actual revenues through April 2023.

- Year-to-date tax revenues were **1.39% higher** than the prior year.

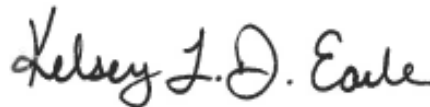
- Intermodal rental income increased by **\$13,930** YTD, **47% higher** than FY23.

Expenditures

- Expenditures through April 2024 were **\$80.4M** or **70.49%** of the budget, as compared to **\$80.8M** of actual expenditures through April 2023.

- Most significant decreases can be found in OT and Utilities.

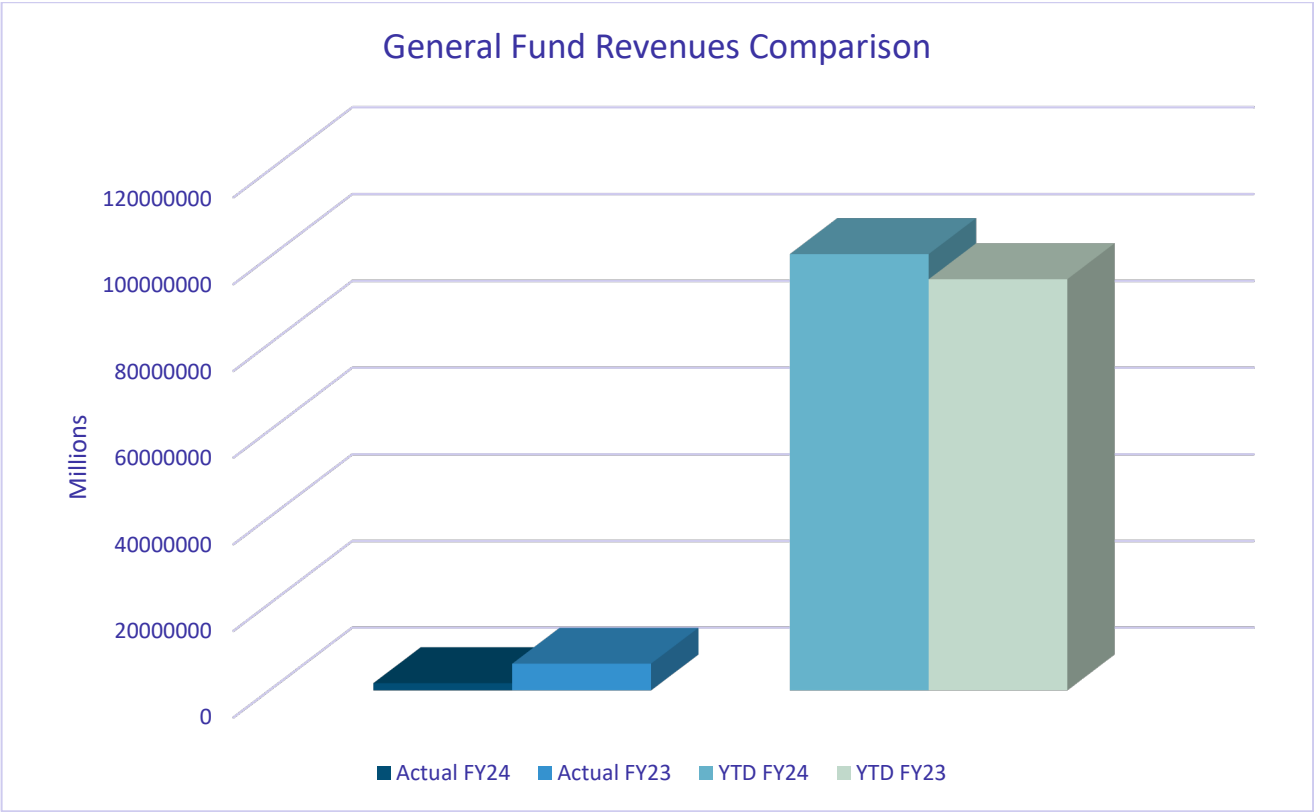
Respectfully submitted,



Kelsey L. D. Earle
Finance Director

General Fund

for the Period Ended April 30, 2024



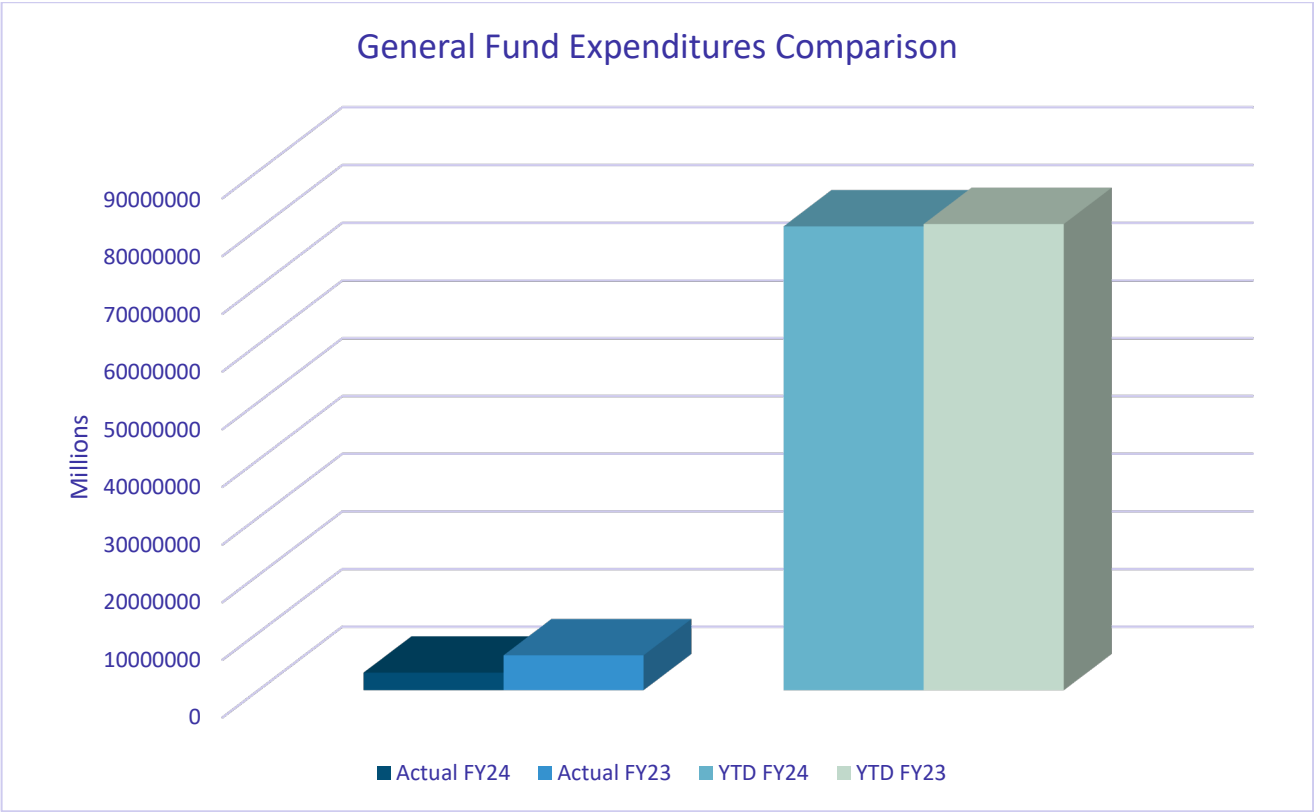
Monthly Budget Report -Revenues - April



Account Number	Account Desc	APR 2024			APR 2023		2024 YTD			2023 YTD		Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	% Used	
1000 General Fund		0.00	(1,686,966.79)	100.00%	(6,177,202.66)	100.00%	(113,232,692.00)	(100,692,350.87)	88.93%	(94,897,751.21)	88.65%	5,794,599.66
0006 Communications & Technology		0.00	0.00	0.00%	146.97	100.00%	(40,000.00)	0.00	0.00%	146.97	100.00%	146.97
0007 City Clerk		0.00	(17,708.62)	100.00%	(15,650.40)	100.00%	(273,300.00)	(235,973.56)	86.34%	(271,275.12)	120.73%	(35,301.56)
0008 Finance		0.00	(1,480,201.00)	100.00%	(2,022,943.99)	100.00%	(71,270,502.00)	(63,582,979.19)	89.21%	(62,290,611.22)	91.76%	1,292,367.97
0005 City Manager		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0011 Economic Development		0.00	0.00	0.00%	(6,000.00)	100.00%	0.00	0.00	0.00%	(43,095.00)	100.00%	(43,095.00)
0015 Facilities		0.00	(14,157.50)	100.00%	(650.00)	100.00%	(95,000.00)	(26,312.46)	27.70%	(19,537.61)	20.57%	6,774.85
0017 Fringe Benefits & Salary Incre		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0012 Planning & Permitting		0.00	(7,064.41)	100.00%	(25,284.50)	100.00%	(211,000.00)	(203,159.16)	96.28%	(155,647.33)	74.65%	47,511.83
0042 Public Works		0.00	(40.00)	100.00%	(585.00)	100.00%	(430,450.00)	(516,937.00)	120.09%	(437,779.00)	101.47%	79,158.00
0021 Fire & EMS Transport		0.00	0.00	0.00%	0.00	0.00%	(100.00)	(55.00)	55.00%	(90.00)	90.00%	(35.00)
0022 Police		0.00	(2,547.00)	100.00%	(3,991.15)	100.00%	(48,200.00)	(50,169.23)	104.09%	(97,065.29)	47.89%	(46,896.06)
0023 Fire EMS Transport		0.00	(152,028.76)	100.00%	(175,100.35)	100.00%	(1,465,000.00)	(1,423,866.21)	97.19%	(1,410,395.18)	104.47%	13,471.03
0025 Information Technology		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	(150.76)	100.00%	(150.76)
0031 Health and Social Services		0.00	0.00	0.00%	0.00	0.00%	(125,000.00)	(298,345.36)	238.68%	(79,233.14)	94.42%	219,112.22
0030 Recreation		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0043 Solid Waste Disposal		0.00	(13,219.50)	100.00%	(12,911.50)	100.00%	0.00	(50,486.17)	100.00%	(52,141.00)	100.00%	(1,654.83)
0040 Public Works		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0046 PW School Maint & Custodial		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0056 LA Transit Committee		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0070 Education		0.00	0.00	0.00%	(3,914,232.74)	100.00%	(39,274,140.00)	(34,304,067.53)	87.35%	(30,040,877.53)	82.15%	4,263,190.00
Grand Total:		0.00	(1,686,966.79)	100.00%	(6,177,202.66)	100.00%	(113,232,692.00)	(100,692,350.87)	88.93%	(94,897,751.21)	88.65%	5,794,599.66

General Fund

for the Period Ended April 30, 2024



Monthly Budget Report- Expenditures - April



Account Number	Account Desc	APR 2024			APR 2023		2024 YTD			2023 YTD		Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	% Used	
1000 General Fund		0.00	3,048,586.23	100.00%	6,056,305.31	100.00%	114,062,294.66	80,398,383.06	70.49%	80,796,496.32	75.09%	(398,113.26)
0000 Unassigned		0.00	62,500.00	100.00%	0.00	0.00%	62,500.00	62,500.00	100.00%	0.00	0.00%	62,500.00
0004 Mayor and Council		0.00	15,584.59	100.00%	2,361.31	100.00%	174,696.33	172,414.43	98.69%	153,071.60	86.57%	19,342.83
0005 City Manager		0.00	48,712.29	100.00%	53,053.63	100.00%	719,509.00	590,192.11	82.03%	384,577.71	72.83%	205,614.40
0006 Communications & Technology		0.00	12,306.37	100.00%	14,517.00	100.00%	361,522.00	260,020.50	71.92%	142,184.19	61.18%	117,836.31
0007 City Clerk		0.00	28,673.09	100.00%	19,148.23	100.00%	299,253.76	251,452.52	84.03%	214,325.21	76.68%	37,127.31
0008 Finance		0.00	73,969.94	100.00%	76,101.63	100.00%	1,228,278.00	1,141,357.16	92.92%	938,164.13	82.07%	203,193.03
0009 Human Resources		0.00	19,160.45	100.00%	18,303.70	100.00%	246,260.00	203,883.47	82.79%	175,973.07	79.23%	27,910.40
0010 Planning & Permitting		0.00	54,044.45	100.00%	62,338.91	100.00%	717,461.00	590,010.72	82.24%	602,782.96	80.87%	(12,772.24)
0003 Economic Development		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0011 Economic Development		0.00	14,025.68	100.00%	29,201.39	100.00%	123,893.00	156,282.85	126.14%	235,524.57	82.18%	(79,241.72)
0012 Planning & Permitting		0.00	500.00	100.00%	0.00	0.00%	0.00	2,125.00	100.00%	0.00	0.00%	2,125.00
0013 Business & Community Developme		0.00	33,134.01	100.00%	30,959.15	100.00%	710,692.00	304,473.24	42.84%	240,832.17	35.87%	63,641.07
0015 Facilities		0.00	(3.55)	100.00%	43.44	100.00%	0.00	74.45	100.00%	21,848.75	91.91%	(21,774.30)
0016 Worker's Compensation		0.00	0.00	0.00%	0.00	0.00%	715,400.00	715,400.00	100.00%	698,000.00	100.00%	17,400.00
0017 Fringe Benefits & Salary Incre		0.00	586,131.00	100.00%	530,917.30	100.00%	8,377,629.00	5,718,393.72	68.26%	5,437,082.06	68.47%	281,311.66
0019 Debt Service		0.00	0.00	0.00%	0.00	0.00%	8,334,544.00	8,368,514.13	100.41%	8,394,861.24	100.40%	(26,347.11)
0025 Information Technology		0.00	36,481.81	100.00%	36,583.68	100.00%	985,540.76	773,156.82	78.45%	645,068.31	78.00%	128,088.51
0042 Public Works		0.00	520,743.01	100.00%	434,582.68	100.00%	6,511,956.04	4,994,314.65	76.69%	4,471,730.31	76.24%	522,584.34
0018 Emergency Reserve		0.00	0.00	0.00%	0.00	0.00%	550,000.00	0.00	0.00%	0.00	0.00%	0.00
0020 Capital Investment & Purchasin		0.00	84,342.52	100.00%	67,708.29	100.00%	834,613.18	570,614.59	68.37%	477,670.70	71.03%	92,943.89
0021 Fire & EMS Transport		0.00	524,251.39	100.00%	449,137.02	100.00%	6,367,748.65	5,260,814.17	82.62%	4,608,912.43	80.50%	651,901.74
0022 Police		0.00	355,031.10	100.00%	352,514.37	100.00%	5,228,357.94	4,244,661.62	81.19%	3,882,887.46	78.23%	361,774.16
0023 Fire EMS Transport		0.00	0.00	0.00%	463.23	100.00%	0.00	0.00	0.00%	463.23	100.00%	(463.23)
0030 Recreation		0.00	53,326.19	100.00%	58,799.12	100.00%	723,631.00	567,885.51	78.48%	537,974.60	70.10%	29,910.91
0031 Health and Social Services		0.00	101,445.21	100.00%	46,743.44	100.00%	180,825.00	710,351.94	392.84%	197,165.00	164.48%	513,186.94
0043 Solid Waste Disposal		0.00	128,278.10	100.00%	27,102.75	100.00%	1,411,000.00	1,116,549.61	79.13%	857,551.00	64.97%	258,998.61
0045 County Tax		0.00	0.00	0.00%	0.00	0.00%	2,972,037.00	2,972,037.00	100.00%	2,761,220.00	100.00%	210,817.00
0046 PW School Maint & Custodial		0.00	4,148.22	100.00%	0.00	0.00%	0.00	199,259.10	100.00%	0.00	0.00%	199,259.10
0049 Auburn Arts in the Park		0.00	2,500.00	100.00%	7,500.00	100.00%	20,000.00	20,000.00	100.00%	30,000.00	100.00%	(10,000.00)
0050 Public Library		0.00	94,888.00	100.00%	271,110.00	100.00%	1,138,659.00	948,941.76	83.34%	903,700.00	83.33%	45,241.76
0051 Transfer to TIF		0.00	0.00	0.00%	0.00	0.00%	3,049,803.00	2,951,315.15	96.77%	2,479,087.54	81.29%	472,227.61
0052 Water & Sewer		0.00	195,300.82	100.00%	0.00	0.00%	792,716.00	781,203.28	98.55%	585,902.46	73.91%	195,300.82
0053 Tax Sharing		0.00	0.00	0.00%	0.00	0.00%	260,000.00	0.00	0.00%	0.00	0.00%	0.00
0054 Auburn-Lewiston Airport		0.00	(899.50)	100.00%	409.99	100.00%	205,000.00	209,462.82	102.18%	207,002.20	100.98%	2,460.62
0055 LEW-AUB ECONOMIC GROWTH COUN		0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00%	0.00
0056 LA Transit Committee		0.00	0.00	0.00%	0.00	0.00%	400,079.00	389,797.00	97.43%	431,811.00	100.00%	(42,014.00)
0057 LA-911		0.00	11.04	100.00%	0.00	0.00%	1,287,401.00	965,561.31	75.00%	913,284.63	75.00%	52,276.68
0070 Education		0.00	0.00	0.00%	3,466,705.05	100.00%	59,071,289.00	34,185,362.43	57.87%	39,165,837.79	70.28%	(4,980,475.36)
Grand Total:		0.00	3,048,586.23	100.00%	6,056,305.31	100.00%	114,062,294.66	80,398,383.06	70.49%	80,796,496.32	75.09%	(398,113.26)

EMS BILLING
SUMMARY OF ACTIVITY
July 1, 2023 - June 30, 2024
Report as of April 30, 2024

	Beginning Balance 4/1/2024	April 2024					Write-Offs	Ending Balance 4/30/2024
		New Charges	Payments	Refunds	Adjustments			
Attorney/In care of	\$ (16.75)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (16.75)
Bluecross	\$ 68,594.98	\$ 12,625.50	\$ (10,466.32)	\$ -	\$ (1,952.21)	\$ -	\$ -	\$ 68,801.95
Intercept	\$ (1,969.40)	\$ 100.00	\$ (200.00)	\$ -	\$ -	\$ -	\$ -	\$ (2,069.40)
Medicare	\$ 428,379.41	\$ 190,126.00	\$ (63,453.91)	\$ -	\$ (113,362.00)	\$ -	\$ -	\$ 441,689.50
Medicaid	\$ (94,850.42)	\$ 56,812.00	\$ (49,080.06)	\$ -	\$ (38,410.15)	\$ -	\$ -	\$ (125,528.63)
Other/Commercial	\$ 139,130.57	\$ 14,550.00	\$ (21,807.89)	\$ -	\$ (1,915.39)	\$ -	\$ -	\$ 129,957.29
Patient	\$ 16,314.48	\$ 9,334.00	\$ (16,727.15)	\$ 197.68	\$ (684.79)	\$ 729.80	\$ -	\$ 9,164.02
Worker's Comp	\$ (12,114.21)	\$ -	\$ (880.00)	\$ -	\$ -	\$ -	\$ -	\$ (12,994.21)
TOTAL	\$ 543,468.66	\$ 283,547.50	\$ (162,615.33)	\$ 197.68	\$ (156,324.54)	\$ 729.80	\$ -	\$ 509,003.77

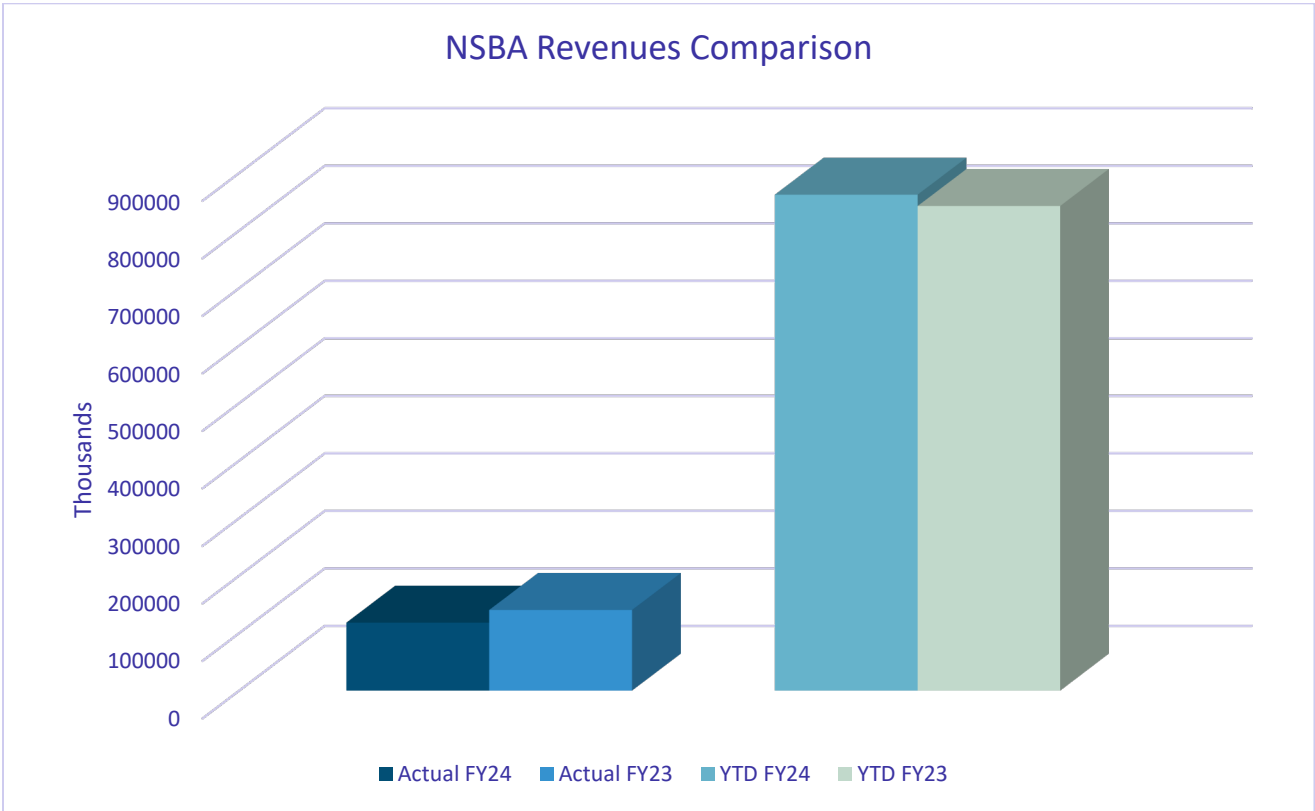
Norway Savings Bank Arena

for the Period Ended April 30, 2024

As of April 2024, Norway Arena had an operating gain YTD of \$153,004, representing a \$71,368 increase from the same period in March.

Revenues:

The operating revenues for Norway Arena through April 2024 are \$862,403. This revenue comes from concessions, sign advertisements, pro shop lease, youth programming, shinny hockey, public skating, and ice rentals. Table 1 reflects revenues collected for the current year with comparison for the same period a year ago. Total revenues represent a 2.34% increase over April FY23.



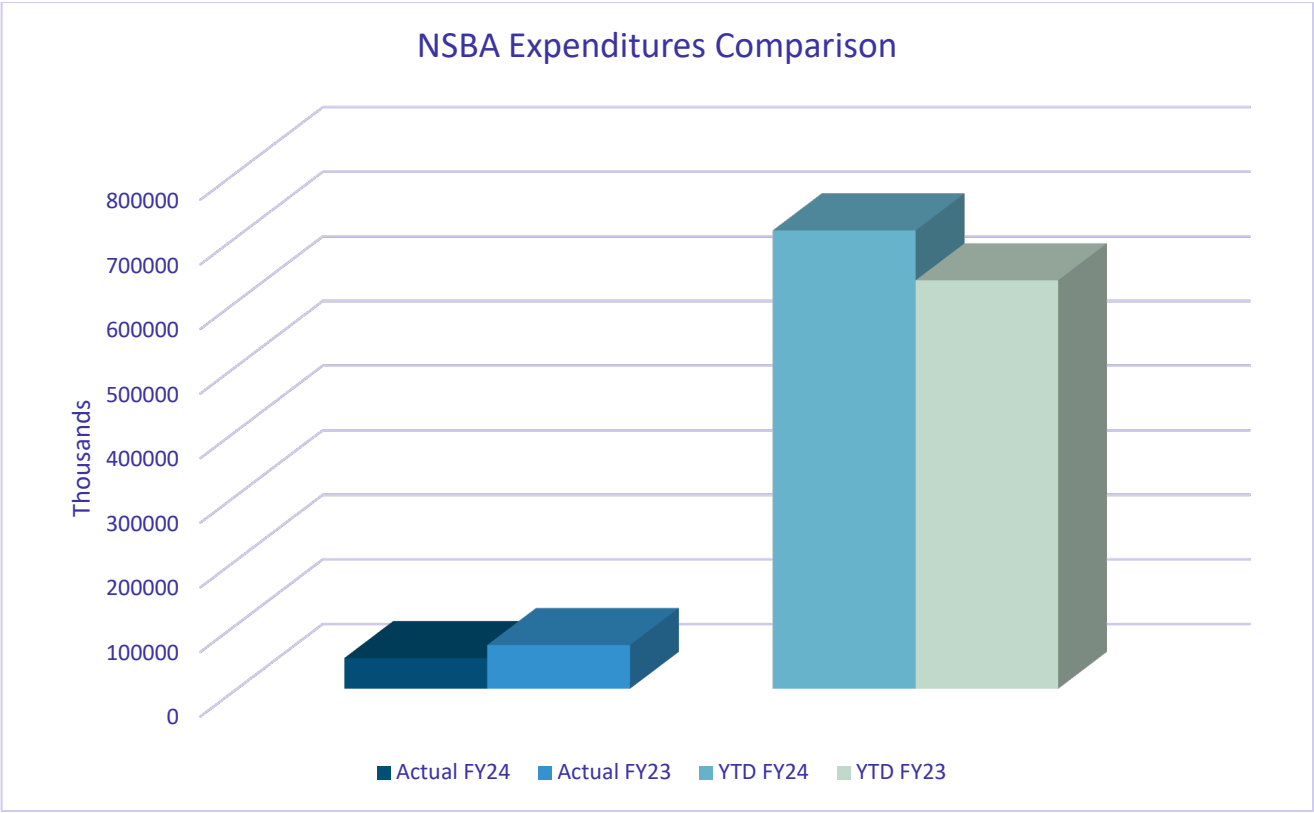
Expenditures:

Monthly Budget Report - Revenues - April



Account Number	Account Desc	APR 2024			APR 2023		2024 YTD			2023 YTD	Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	
6200 Norway Savings Bank Arena		0.00	(118,203.05)	100.00%	(140,247.87)	100.00%	(1,088,500.00)	(862,403.63)	79.23%	(842,674.80)	\$ 19,728.83
6200 4201	Gladiators	0.00	(43,773.34)	100.00%	(34,871.66)	100.00%	(260,000.00)	(277,126.05)	106.59%	(234,934.44)	42,191.61
6200 4202	EL Ice	0.00	0.00	0.00%	(20,335.00)	100.00%	(22,500.00)	(15,190.00)	67.51%	(21,560.00)	(6,370.00)
6200 4203	Red Hornet	0.00	0.00	0.00%	(11,147.50)	100.00%	(18,500.00)	(15,802.50)	85.42%	(15,802.50)	0.00
6200 4205	St Doms	0.00	(980.00)	100.00%	0.00	0.00%	(47,000.00)	(44,283.70)	94.22%	(33,279.15)	11,004.55
6200 4206	Poland/Gra	0.00	(490.00)	100.00%	(3,255.00)	100.00%	(19,500.00)	(13,352.50)	68.47%	(15,960.00)	(2,607.50)
6200 4207	CMCC	0.00	0.00	0.00%	0.00	0.00%	(22,500.00)	0.00	0.00%	(20,253.33)	(20,253.33)
6200 4208	SMMHL	0.00	0.00	0.00%	0.00	0.00%	(2,500.00)	0.00	0.00%	0.00	0.00
6200 4209	Adult Leag	0.00	(5,190.00)	100.00%	(7,018.75)	100.00%	(130,000.00)	(102,411.25)	78.78%	(110,814.38)	(8,403.13)
6200 4210	YouthOther	0.00	0.00	0.00%	(12,636.58)	100.00%	(1,500.00)	(4,238.00)	282.53%	(28,607.74)	(24,369.74)
6200 4211	HS/MS Othe	0.00	0.00	0.00%	0.00	0.00%	(15,000.00)	(4,785.00)	31.90%	(1,960.00)	2,825.00
6200 4212	Ice R-Twin	0.00	0.00	0.00%	593.69	100.00%	(60,000.00)	(28,904.00)	48.17%	(1,126.79)	27,777.21
6200 4215	Freestyl	0.00	(350.00)	100.00%	(220.00)	100.00%	(7,500.00)	(2,735.00)	36.47%	(5,190.00)	(2,455.00)
6200 4220	Camps/Clin	0.00	0.00	0.00%	(10,000.00)	100.00%	(50,000.00)	(11,560.00)	23.12%	(31,010.00)	(19,450.00)
6200 4221	Tournament	0.00	(34,710.33)	100.00%	0.00	0.00%	(50,000.00)	(70,354.46)	140.71%	(66,505.06)	3,849.40
6200 4222	BirthdayPa	0.00	0.00	0.00%	0.00	0.00%	(500.00)	0.00	0.00%	0.00	0.00
6200 4223	Private Re	0.00	(1,055.00)	100.00%	(1,320.00)	100.00%	(60,000.00)	(24,026.67)	40.05%	(19,195.00)	4,831.67
6200 4224	Public Ska	0.00	0.00	0.00%	(405.00)	100.00%	(20,000.00)	(10,157.50)	50.79%	(21,750.00)	(11,592.50)
6200 4225	ShinnyHock	0.00	(450.00)	100.00%	(970.00)	100.00%	(4,000.00)	(6,285.00)	157.13%	(1,860.00)	4,425.00
6200 4240	Programs	0.00	0.00	0.00%	0.00	0.00%	(20,000.00)	0.00	0.00%	0.00	0.00
6200 4250	NonIceFac	0.00	0.00	0.00%	(2,801.00)	100.00%	(55,000.00)	(30,850.00)	56.09%	(34,016.94)	(3,166.94)
6200 4252	Skates	0.00	0.00	0.00%	(315.00)	100.00%	(6,000.00)	(3,905.00)	65.08%	(2,745.00)	1,160.00
6200 4260	Concession	0.00	0.00	0.00%	0.00	0.00%	(16,500.00)	(13,000.00)	78.79%	0.00	13,000.00
6200 4261	PepsiMachi	0.00	(620.01)	100.00%	(681.44)	100.00%	(3,000.00)	(1,598.63)	53.30%	(2,029.89)	(431.26)
6200 4263	Food Vendi	0.00	(334.37)	100.00%	(364.63)	100.00%	(2,000.00)	(809.57)	40.50%	(1,097.88)	(288.31)
6200 4265	Pro Shop	0.00	0.00	0.00%	0.00	0.00%	(7,000.00)	(5,187.00)	74.10%	(4,095.00)	1,092.00
6200 4270	Sponsors	0.00	(30,250.00)	100.00%	(34,500.00)	100.00%	(186,000.00)	(175,841.80)	94.54%	(168,881.70)	6,960.10

The operating expenses for Norway Arena through April 2024 were \$709,399. These expenses include personnel costs, supplies, utilities, repairs, capital purchases and maintenance. Table 2 reflects expenditures for the current year with comparison for the same period a year ago. Total expenditures represent a 12.2% increase over YTD FY23, consistent with the increased cost of services and goods.



Monthly Budget Report- Expenditures - April



Account Number	Account Desc	APR 2024			APR 2023		2024 YTD				
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	Variance
6200 Norway Savings Bank Arena		0.00	47,524.44	100.00%	67,612.10	100.00%	881,871.55	709,398.69	80.44%	632,239.35	\$ 77,159.34
0065 Norway Savings Bank Arena		0.00	47,524.44	100.00%	67,612.10	100.00%	881,871.55	709,398.69	80.44%	632,239.35	77,159.34
		0.00	47,524.44	100.00%	67,612.10	100.00%	881,871.55	709,398.69	80.44%	632,239.35	77,159.34
6200 611000	Salaries	0.00	27,834.82	100.00%	24,770.05	100.00%	231,095.00	275,341.40	119.15%	258,917.15	16,424.25
6200 612000	Part Time	0.00	5,178.13	100.00%	4,207.85	100.00%	60,000.00	60,168.80	100.28%	54,482.46	5,686.34
6200 612008	Programs	0.00	0.00	0.00%	0.00	0.00%	10,000.00	18.50	0.18%	2,243.00	(2,224.50)
6200 613030	Police Tim	0.00	0.00	0.00%	(1,560.00)	100.00%	0.00	7,312.50	100.00%	(715.00)	8,027.50
6200 614015	EarnedPdLv	0.00	0.00	0.00%	0.00	0.00%	0.00	152.01	100.00%	0.00	152.01
6200 615000	Uniform Al	0.00	101.71	100.00%	113.04	100.00%	0.00	361.73	100.00%	400.00	(38.27)
6200 620000	Advertisin	0.00	0.00	0.00%	0.00	0.00%	2,000.00	0.00	0.00%	0.00	0.00
6200 628000	PS - Gen/P	0.00	0.00	0.00%	3,026.73	100.00%	14,000.00	4,162.97	29.74%	3,984.46	178.51
6200 628003	PS - Drug	0.00	0.00	0.00%	0.00	0.00%	400.00	68.00	17.00%	0.00	68.00
6200 628014	PS - Solid	0.00	61.10	100.00%	0.00	0.00%	600.00	569.11	94.83%	542.52	26.59
6200 628019	Repairs -	0.00	5,045.65	100.00%	129.15	100.00%	50,000.00	36,612.28	73.22%	42,875.33	(6,263.05)
6200 628020	Repairs -	0.00	0.00	0.00%	142.40	100.00%	4,000.00	2,091.69	52.30%	2,622.06	(530.37)
6200 628021	Repairs -	0.00	0.00	0.00%	0.00	0.00%	4,000.00	1,665.42	41.63%	2,201.44	(536.02)
6200 628026	Repairs -	0.00	0.00	0.00%	0.00	0.00%	0.00	8,424.00	100.00%	0.00	8,424.00
6200 628033	Rent	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6200 628051	PSCleaning	0.00	2,185.00	100.00%	1,970.00	100.00%	19,235.00	17,765.00	92.36%	18,030.00	(265.00)
6200 628070	PS-Securit	0.00	384.94	100.00%	366.60	100.00%	4,900.00	6,018.06	122.82%	6,432.04	(413.98)
6200 629000	Training &	0.00	0.00	0.00%	0.00	0.00%	5,000.00	4,501.60	90.04%	3,385.30	1,116.30
6200 632000	Dues & Sub	0.00	350.00	100.00%	55.00	100.00%	7,412.00	5,049.80	68.13%	5,078.50	(28.70)
6200 633000	Office Sup	0.00	0.00	0.00%	0.00	0.00%	2,000.00	275.32	13.75%	0.00	275.32
6200 633001	Other Sup	0.00	2,006.28	100.00%	3,863.95	100.00%	71,800.00	63,133.28	87.93%	32,205.23	30,928.05
6200 633002	ADV SIG	0.00	4.00	100.00%	56.95	100.00%	3,000.00	433.70	14.47%	1,616.66	(1,182.96)
6200 633021	Other Sup	0.00	203.97	100.00%	0.00	0.00%	4,000.00	1,735.19	43.38%	2,000.29	(265.10)
6200 633030	MV Sup - G	0.00	0.00	0.00%	0.00	0.00%	0.00	123.45	100.00%	25.74	97.71
6200 640000	Comm - Tel	0.00	305.63	100.00%	568.62	100.00%	5,000.00	3,010.41	60.20%	2,976.79	33.62
6200 640001	Comm-Cable	0.00	515.40	100.00%	477.75	100.00%	2,500.00	2,507.47	100.28%	3,131.15	(623.68)
6200 641000	Utilities	0.00	0.00	0.00%	0.00	0.00%	46,000.00	6,530.78	14.20%	19,528.37	(12,997.59)
6200 641001	Utilities	0.00	2,302.40	100.00%	8,883.30	100.00%	34,500.00	22,185.53	64.31%	30,037.36	(7,851.83)
6200 641002	Utilities	0.00	0.00	0.00%	0.00	0.00%	176,000.00	26,565.08	15.09%	54,221.81	(27,656.73)
6200 641003	Utilities	0.00	1,045.41	100.00%	0.00	0.00%	3,000.00	7,792.61	259.77%	2,882.29	4,910.32
6200 645000	Insurance	0.00	0.00	0.00%	0.00	0.00%	31,000.00	43,223.00	139.43%	33,538.00	9,685.00
6200 650000	CAPITAL OU	0.00	0.00	0.00%	20,540.71	100.00%	90,279.55	101,600.00	112.54%	49,596.40	52,003.60

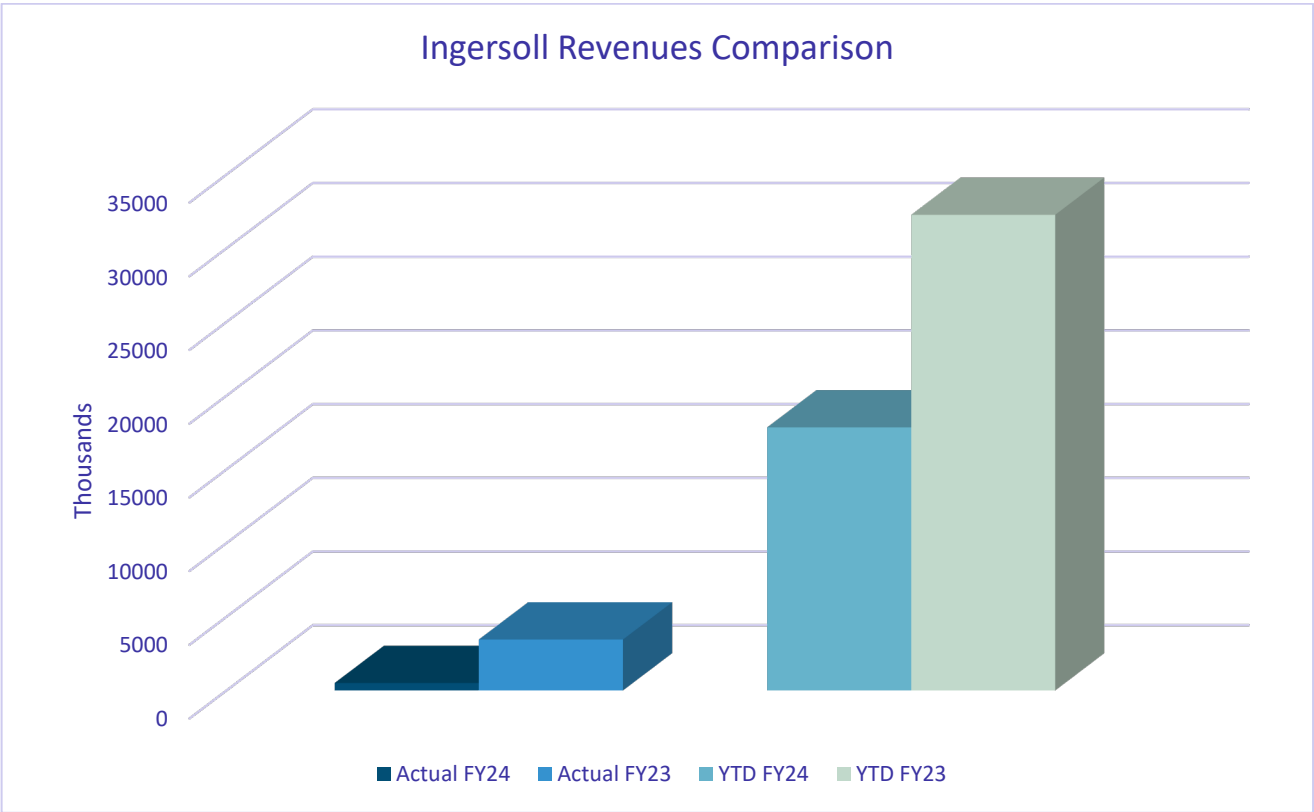
Ingersoll Turf Facility

for the Period Ended April 30, 2024

As of April 2024, Ingersoll Turf Facility had an operating gain YTD of \$144,549.

Revenues:

The operating revenues for Ingersoll through April 2024 are \$162,396. This revenue comes from sponsorships, programs, rental income, and batting cages. Table 1 reflects revenues collected for the current year with comparison for the same period a year ago. Total revenues represent a 14.43% increase over FY23.



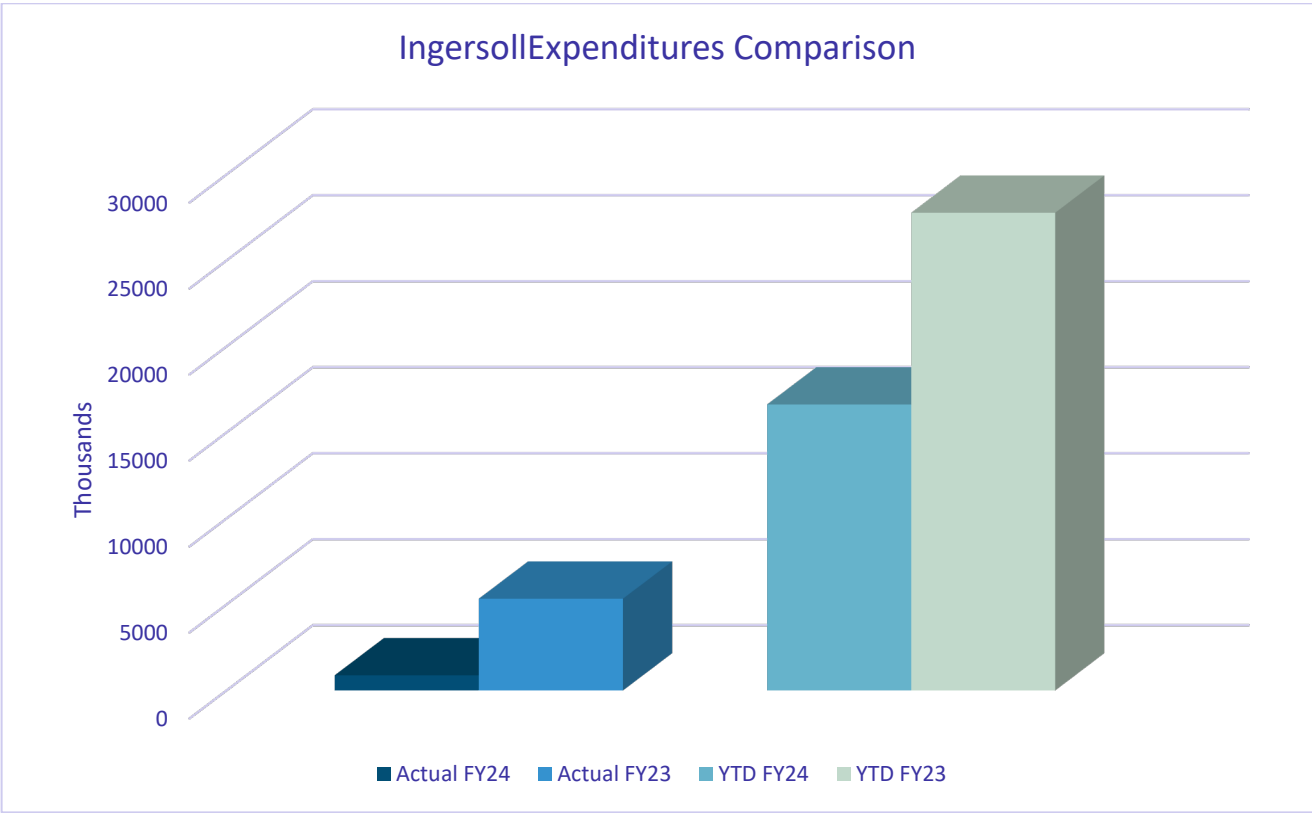
Monthly Budget Report - Revenues - April



Account Number	Account Desc	APR 2024			APR 2023		2024 YTD			2023 YTD	Variance
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	
6100 Ingersoll Turf Facility		0.00	(16,562.01)	100.00%	(9,350.38)	100.00%	0.00	(162,396.23)	100.00%	(141,913.74)	\$ (20,482.49)
6100 420070	Sponsorshi	0.00	(1,500.00)	100.00%	(2,800.00)	100.00%	0.00	(10,525.00)	100.00%	(5,800.00)	4,725.00
6100 420800	CAGES	0.00	(1,795.00)	100.00%	(1,090.00)	100.00%	0.00	(19,767.50)	100.00%	(14,037.00)	5,730.50
6100 420903	Programs	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6100 420903 TF01	Programs	0.00	(1,785.00)	100.00%	(1,725.00)	100.00%	0.00	(15,944.00)	100.00%	(17,145.00)	(1,201.00)
6100 420903 TF02	Youth Soft	0.00	0.00	0.00%	0.00	0.00%	0.00	(1,457.50)	100.00%	(7,632.50)	(6,175.00)
6100 420903 TF03	Programs	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6100 420903 TF04	Programs	0.00	0.00	0.00%	(290.00)	100.00%	0.00	(1,605.00)	100.00%	(2,795.00)	(1,190.00)
6100 420903 TF05	SeniorWalk	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	0.00	0.00
6100 420903 TF06	Programs	0.00	0.00	0.00%	(760.00)	100.00%	0.00	(5,220.00)	100.00%	(4,335.00)	885.00
6100 422000	Investment	0.00	(432.01)	100.00%	(203.38)	100.00%	0.00	(4,354.83)	100.00%	(1,202.24)	3,152.59
6100 429010	Rental Inc	0.00	(11,050.00)	100.00%	(2,482.00)	100.00%	0.00	(103,522.40)	100.00%	(88,967.00)	14,555.40

Expenditures:

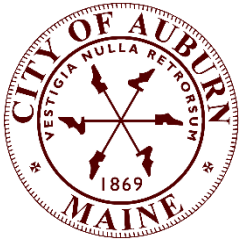
The operating expenses for Ingersoll through April 2024 were \$17,846. These expenses include supplies, repairs, capital purchases and maintenance. Table 2 reflects expenditures for the current year with comparison for the same period a year ago. Total expenditures represent a 44.68% decrease over FY23, consistent with increased cost of services and goods.



Monthly Budget Report - Expenditures - April



Account Number	Account Desc	APR 2024			APR 2023		2024 YTD			2023 YTD	
		Budget	Actual	% Used	Actual	% Used	Budget	Actual	% Used	Actual	% Used
6100 Ingersoll Turf Facility		0.00	508.51	100.00%	3,455.82	100.00%	18,802.39	17,846.49	94.92%	32,266.20	126.81%
6100 611000	Salaries	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	172.50	100.00%
6100 612000 TF02	Part Time	0.00	0.00	0.00%	0.00	0.00%	0.00	0.00	0.00%	317.40	100.00%
6100 633033	PROGRAM	0.00	0.00	0.00%	1,229.97	100.00%	0.00	0.00	0.00%	3,144.97	100.00%
6100 633033 TF01	COEDSoccer	0.00	450.00	100.00%	400.00	100.00%	0.00	4,728.00	100.00%	4,132.00	100.00%
6100 633033 TF02	Youth Soft	0.00	0.00	0.00%	42.34	100.00%	0.00	244.41	100.00%	5,168.67	100.00%
6100 633033 TF04	BDay	0.00	0.00	0.00%	150.00	100.00%	0.00	0.00	0.00%	600.00	100.00%
6100 633033 TF06	MISC EXP	0.00	0.00	0.00%	1,575.00	100.00%	0.00	3,733.98	100.00%	2,895.00	100.00%
6100 640000	Comm - Tel	0.00	58.51	100.00%	58.51	100.00%	0.00	585.10	100.00%	58.51	100.00%
6100 650000	CAPITAL OU	0.00	0.00	0.00%	0.00	0.00%	0.00	8,555.00	100.00%	14,135.75	282.72%
6100 651069	RecStudy	0.00	0.00	0.00%	0.00	0.00%	18,802.39	0.00	0.00%	1,641.40	8.03%



City of Auburn City Council Information Sheet

Council Workshop or Meeting Date: June 17, 2024

Subject: Executive Session

Information: Executive Session pursuant to 1 M.R.S.A. Section 405(6) (A) for City Manager's annual review.

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(6). Those applicable to municipal government are:

A. Discussion or consideration of the employment, appointment, assignment, duties, promotion, demotion, compensation, evaluation, disciplining, resignation or dismissal of an individual or group of public officials, appointees or employees of the body or agency or the investigation or hearing of charges or complaints against a person or persons subject to the following conditions:

- (1) An executive session may be held only if public discussion could be reasonably expected to cause damage to the individual's reputation or the individual's right to privacy would be violated;
- (2) Any person charged or investigated must be permitted to be present at an executive session if that person so desires;
- (3) Any person charged or investigated may request in writing that the investigation or hearing of charges or complaints against that person be conducted in open session. A request, if made to the agency, must be honored; and
- (4) Any person bringing charges, complaints or allegations of misconduct against the individual under discussion must be permitted to be present. This paragraph does not apply to discussion of a budget or budget proposal;

B. Discussion or consideration by a school board of suspension or expulsion of a public school student or a student at a private school, the cost of whose education is paid from public funds, as long as:

- (1) The student and legal counsel and, if the student is a minor, the student's parents or legal guardians are permitted to be present at an executive session if the student, parents or guardians so desire;

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. Discussion of labor contracts and proposals and meetings between a public agency and its negotiators. The parties must be named before the body or agency may go into executive session. Negotiations between the representatives of a public employer and public employees may be open to the public if both parties agree to conduct negotiations in open sessions;

E. Consultations between a body or agency and its attorney concerning the legal rights and duties of the body or agency, pending or contemplated litigation, settlement offers and matters where the duties of the public body's or agency's counsel to the attorney's client pursuant to the code of professional responsibility clearly conflict with this subchapter or where premature general public knowledge would clearly place the State, municipality or other public agency or person at a substantial disadvantage;

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 C in the prosecution of an enforcement matter pending in District Court when the consultation relates to that pending enforcement matter.