City Council Workshop & Meeting
Agenda
September 8, 2026
Auburn Hall, Council Chambers

5:30 PM Workshop

- Opioid Settlement Funds/Process

7:00 PM Meeting Pledge of Allegiance & Roll Call - *Roll call votes will begin with Councilor Cowan*

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. Passage of items on the Consent Agenda requires majority vote.*

II. Minutes – August 17, 2026, Regular Council Meeting

III. Communications, Presentations and Recognitions

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

VI. New Business

1) ORDER 73-09082026 – Approving the Stetson Road Apartments Municipal Development and Tax Increment Financing District #34. *Public hearing. Passage requires majority vote.*

2) ORDER 74-09082026 – Authorizing the Finance Director to carryforward the remainder of the FY26 Property Tax Assistance Program account from fund balance into the FY27 Property Tax Assistance Program account. *Passage requires majority vote.*

3) ORDER 75-09082026 – Initiating Zoning Map Amendment regarding Pownal Road. *Passage requires majority vote.*

4) ORDER 76-09082026 – Authorizing the use of EMS Capital Reserve Funds for the purpose of purchasing supplies and equipment required to meet DEA regulations for the storage and distribution of medications and controlled substances for EMS. *Passage requires majority vote.*

5) **ORDER 77-09082026–** Business License Appeal Hearing (Websters Trading Co, 150 Minot Ave). *Public hearing & action. Passage requires five affirmative votes.*

VII. Reports

a. **Mayor's Report**
b. **City Councilors' Reports**
c. **Student Representative Report**
d. **City Manager Report**

VIII. 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.*

IX.

1) Executive Session pursuant to 1 M.R.S.A. Section 405(6) (D) for discussion of labor contracts and negotiations between Police Command and the City of Auburn. *No action to follow.*

2) Executive Session pursuant to 1 M.R.S.A. Section 405(6) (A) for discussion of a personnel matter (City Manager's quarterly evaluation). *No action to follow.*

X. Adjournment

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026

Author: Phil Crowell, City Manager

Subject: Opioid Settlement Funds Distribution Process

Information:
This workshop provides an overview of the proposed process for evaluating, prioritizing, and allocating Opioid Settlement Funds. The initial presentation was held with the city council in April 2026 which required the drafting of the proposal and legal review of the process. The process is designed to ensure transparency, community engagement, and alignment with approved opioid remediation strategies. A structured workflow will help staff gather high-value proposals, assess feasibility, and present well-informed recommendations to the City Council for final funding decisions.

The proposed process establishes a formal path for collecting, reviewing, and implementing ideas that support opioid prevention, harm-reduction, treatment, and recovery efforts within Auburn. By introducing an organized submission and review framework, the City can better coordinate community input, ensure compliance with settlement requirements, and direct funds toward impactful and sustainable initiatives. This approach increases accountability, improves clarity for applicants, and strengthens alignment with City Council policy goals.

The Opioid Settlement Funds Distribution Process includes the following major components:

- **Idea Submission Portal:** Community organizations, partners, and residents can submit project concepts, requests, or collaboration proposals for consideration.
- **Department-Level Review:** Relevant City departments evaluate submissions for eligibility, feasibility, anticipated impact, and alignment with approved opioid remediation categories.
- **Staff Recommendation:** Staff compile vetted proposals into a structured recommendation package, including analysis of benefits, operational needs, measurable outcomes, and suggested prioritization.
- **Council Review:** The City Council reviews staff recommendations during workshop discussions, requests additional information as needed, and determines final funding direction.
- **Funding Allocation:** Staff implement Council-approved funding decisions, prepare agreements, and establish compliance reporting for supported projects.

City Budgetary Impacts: N/A

Staff Recommended Action: Move forward with adoption of the proposed process for Opioid Settlement Funds Distribution.

Previous Meetings and History: April 6, 2026 Workshop

City Manager Comments:

I concur with the recommendation. Signature: Phillip Crowell Jr.

Attachments: Opioid Settlement Funds Distribution Process Outline

City of Auburn’s Approach for Allocation of the Opioid Settlement Funds

I. Purpose

The City of Auburn receives opioid settlement funds that must be used in alignment with the State of Maine’s Opioid Settlement Memoranda of Understanding (MOU) and the “Approved Uses” identified in Exhibit E. To ensure a **fair, transparent, and evidence-guided process**, the City adopts the following procedure for receiving, reviewing, and recommending funding proposals.

This process establishes the Public Health Manager as the City’s coordinator and initial evaluator for all requests.

II. Designation of Roles

Public Health Manager (PHM)

The Public Health Manager is designated as the City’s **Opioid Settlement Fund Coordinator**. Responsibilities include:

1. Receiving and logging all applications for opioid settlement funding.
2. Serving as the **initial and primary reviewer** of all applications.
3. Applying the **Maine Opioid Settlement Support (MOSS) scoring matrix** to evaluate applications.
4. Ensuring each submission aligns with State and Federal spending requirements, including Exhibit E categories.
5. Preparing a written recommendation to the City Manager.
6. Forwarding complete recommendations and scoring results to the City Council.

No advisory committee will be formed; the PHM is the sole evaluator.

III. Guiding Principles

All decisions related to the allocation of opioid settlement funds must reflect the following principles:

1. **Spend resources in ways that save lives**
2. **Use evidence to guide decision-making**

3. **Invest in youth prevention and resiliency**
4. **Support equitable access and address disparities**
5. **Use a fair and transparent process for allocating funds**

IV. Auburn’s Allocation Process

The following steps outline the official procedure for distributing opioid settlement resources.

Step 1 — Local Needs Assessment (Every 3–5 Years)

The Public Health Manager will conduct or compile a **local needs assessment** to understand Auburn’s priorities in opioid prevention, harm reduction, treatment, and recovery. This assessment may include:

- Reviewing overdose, EMS, and treatment data
- Identifying gaps in existing community services
- Consulting local partners, service providers, and people with lived experience
- Collecting input through surveys, focus groups, or interviews

This assessment guides future program priorities and funding decisions.

Step 2 — Development of the Auburn Opioid Action Plan

Based on the needs assessment, the Public Health Manager will develop a written **Action Plan** that defines Auburn’s priority strategies for opioid remediation. The plan will:

- Identify priority populations and unmet needs
- Align funding priorities with Exhibit E
- Provide guidance for reviewing and scoring future applications

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Step 3 — Application Intake

Upon receiving applications:

1. The PHM will log submissions.
2. Confirm applications are complete.
3. Verify that proposed activities meet Exhibit E's "Approved Uses."
4. Request clarification from applicants as necessary.

Step 4 — Application Review Using the MOSS Scoring Matrix

The PHM will review each application using the standardized **MOSS Center scoring matrix**, evaluating the following elements:

- Alignment with Exhibit E
- Evidence-based or evidence-informed methodology
- Impact on priority populations
- Organizational capacity and readiness
- Sustainability and fiscal reasonableness
- Equity and accessibility considerations

The scoring matrix ensures consistent and transparent evaluation across all applicants.

Step 5 — Recommendation Preparation

After completing the scoring process:

- The PHM will prepare a **written evaluation report** for each application.
- The report will include scoring results, compliance review, and whether funding is recommended.
- The PHM will submit all evaluations to the City Manager.
- The City Manager will forward recommendations to the City Council.

Step 6 — City Council Review and Decision

The City Council will:

- Receive the PHM's recommendations, supporting documentation, and scoring results
- Review applications for compliance and alignment with City priorities
- Approve, deny, or modify allocations as they deem appropriate

All final decisions rest with the Council.

Step 7 — Contracting and Monitoring

Once approved:

- The City Manager's Office, with support from the PHM, will execute contracts with funded organizations.
- The PHM will monitor grant performance, ensure compliance, and collect required reporting metrics.

Step 8 — Annual Reporting to the State

In accordance with the Opioid Settlement MOU, the PHM will submit an **annual report** that includes:

- Total funds received
- Funds allocated and expended
- Description of funded programs
- Program outcomes and performance metrics

The report will also be made available to the City Council and the public to ensure transparency.

V. Equity and Priority Populations

Funding priority will be given to proposals that directly impact populations most affected by the opioid epidemic, including but not limited to:

- At-risk youth
- Individuals experiencing homelessness

- People involved in the criminal justice system
- Families impacted by opioid use or overdose
- Populations with barriers to accessing treatment or prevention services

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VI. Transparency of the Process

To promote public trust and accountability, the City will:

- Publicly share funding decisions
- Make annual reports accessible
- Maintain documentation of scoring, decisions, and rationale

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Auburn City Council Meeting
Agenda
August 17, 2026
Auburn Hall, Council Chambers

6:00 PM Meeting
Pledge of Allegiance & Roll Call – Roll.call.votes.will.begin.with.Councilor.Randall
Present: Councilor Randall, Councilor Cowan, Councilor Duvall, Councilor Butler, Councilor Walker, Councilor Platz, Councilor Gerry, Student Representative Edwards, Student Representative Robinson, Mayor Harmon, City Manager Crowell, Deputy City Manager Denis D'Auteuil, Finance Officer Kelsey Earle and Deputy City Clerk Jessicca Grover

Mayor Harmon called the meeting to order at 6PM

I. **Consent Items**

1) **Order 71-08172026*** - Castin the City of Auburn's ballot for the 2027 Maine Municipal Association's Vice-President and Executive Committee.

   Councilor Walker motioned to approve, and Councilor Duvall seconded.
   7-0 order approved.

II. **Minutes** – August 3, 2026, Regular Council Meeting
Councilor Walker motioned to approve, and Councilor Platz seconded.
7-0 minutes approved.

III. Communications, Presentations and Recognitions

- Hydropower Relicensing Update: Lewiston Falls – Information is in the packet. If there is any feedback, contact Mayor Harmon.
- Certificate of Sufficiency – Initiative Petition filed July 30, 2026 – The City Clerk has certified the petition, and the council would consider whether to pass the proposed ordinance by council vote or send it to a city-wide vote. If it went to a city-wide vote it would be a special election date to be determined.

IV. **Open Session** – Quentin Chapman, 51 Eastman Lane spoke regarding the needle exchange program and is not in favor of the program.

V. **Unfinished Business**

1) **ORDINANCE 14-08032026** – Amending the City's Code of Ordinance to adopt a Mobile Home Park Rent Stabilization Ordinance. Second reading/ public hearing. ROLL CALL VOTE

Julie Smith from the Manufactured Housing Association of Maine spoke and urged the councilors to reject the ordinance.
Councilor Walker disagreed with the ordinance and indicated his decision to vote no.

Councilor Randall motioned to approve, and Councilor Cowan seconded.

Councilor Randall	YES
Councilor Cowan	YES
Councilor Duvall	YES
Councilor Butler	YES
Councilor Walker	NO
Councilor Platz	YES
Councilor Gerry	YES

Ordinance 14-08032026 is approved 6-1 (Walker).

VI. New Business

1) **ORDER 72-08172026** – Appropriating funds for the Home for Good Project.

Mayor Harmon: $25,000 being requested as a donation, $15,000 has been pledged through Kelsey Earle, Finance Officer, and they would be asking Lewiston to donate $25,000 since its reach is regional. They were also asking for $100,000 to be approved to cover the upfront costs to furnish the housing which would be returned to the city as money was raised.

John Cleveland 183 Davis Avenue spoke in support of the order and felt it was a worthy and meaningful way to support the homeless in the community.
Councilor Platz was supportive of the order but asked about plans to fund the project going forward. Mayor Harmon did not expect the funding requests to be ongoing, and plans and partnerships were in place for future funding. Councilor

Gerry spoke in favor of the order and that the project was needed and worthwhile.

Councilor Gerry motioned to approve, and Councilor Cowan seconded. 7-0 order was approved.

VII. Reports

a. Mayor's Report: He commended all staff on the success of National Night Out. Maine Municipal Association – the policy committee has started prework on possible items for the upcoming state legislative session. Recommended the book When Ghosts were Champions – Auburn history and football.
b. City Councilor's Reports: Councilor Gerry asked if the Ordinance 14-14-08032026 regarding mobile home park rent stabilization complied with state statute. Mayor Harmon responded that it did not supersede state statute but complied with it. Councilor Cowan highlighted the upcoming Auburn Homeless Committee meeting at 121 Mill Street on 08/18/2026. Councilor Duvall let the public know that the comprehensive plan was moving forward. Councilor Walker: Age Friendly Committee put on a lobster feed that 30 people attended cost $900 but raised $1100. Councilor Platz: 1) progress has been made on the Edward Little Greenhouse 2) the HVAC system for East Auburn has been installed and was under budget and 3) he thanked the Edward Little HS class of 1976 for donating the new kiosks at the school paying homage to its history.
c. City Manager Report – Parking and Safety Committee would be chaired by Councilor Butler. Minot Avenue fire station site work was underway, and Engine 2 was on track for the October opening. Lewiston Auburn 911 renovations were also underway at 60 Court Street.
d. Student Representative Report - Student Rep Edwards: School would be starting 08/26/26 with Freshman and the teachers would be back on Monday.
e. Quarterly Finance Report – This was the final report for FY26, and the year would be closed in September for auditing in November. FY25 draft audit was with the auditors. Revenues and expenditures were very similar between FY25 and FY26. Ingersoll and Norway Savings Bank Arena had made gains. Councilor Platz asked if this was normal and yes, it was but there had been deficits in the past. Councilor Cowan appreciated the format and summary of the report.

Councilor Walker motioned to accept the quarterly finance report and Councilor Cowan seconded. 7-0 report was accepted.

VIII. **Open Session** – no one spoke
IX. **Executive Session** – None
X. **Adjournment** – Councilor Cowan motioned to adjourn, and Councilor Randall seconded. 7-0 meeting adjourned at 6:36 PM

A TRUE COPY ATTEST

Jessicca Grover, Deputy City Clerk

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026 **ORDER 73-09082026**

Author: Glen E. Holmes Director of Business and Community Development

Subject: TIF #34 Stetson Road Approval

Information: The Stetson Road Tax Increment Financing District & Development Program #34 will permit the construction of 160 rental units assisting the city in reaching our Housing Goals of 1.300 new units by 2030. AR Development, the Developer of this project, has already completed a significant project in Auburn on Mt Auburn Avenue constructing two significant buildings near BJ's. The partnership with this developer will do several things not the least of which is having the Developer construct and maintain all of the infrastructure ro include utilities roads and the structures. The site meets several desirable outcomes for the city. Additional housing, keeps that housing neart the city core and will create significant long term increase in the tax base.

By capturing only 60% of the increased value to support the initial project and planned city projects the city maintains 40% of the new value to off set any potential increased costs to the city for increased services due to the increased population. In addition to the other public benefits the Developer had agreed to reserve 5% of the Housing units to be for individuals and families that fall between 80% and 120% of the area medinan income and tie the rental rates of those units to the HUD rates for individuals and families that fall in those ranges.

Public hearing notice was published in the Sun Journal on August 28, 2026 as required.

City Budgetary Impacts: The City intends to establish new Tax Increment Financing Districts for the purpose of capturing tax revenues from new assessed value generated by investments made on these properties. The captured revenue will be spend in a manner which limits impacts on the city budget for planned infrastructure improvements and services as outlined within the Project Cost budget included.

Previous Meetings and History: N/A

City Manager Comments: Approve as proposed Phillip Crowell Jr.

Attachments:

TIF #34 Application

Department of Economic and Community Development
Municipal Tax Increment Financing District and Development Program

The legislature finds a need for new development in areas of municipalities and plantations to: (A) Provide new employment opportunities; (B) Improve and broaden the tax base; and (C) Improve the general economy of the State. The municipal tax increment financing (TIF) program, established under 30-A M.R.S.A. Chapter 206 §5221-5235, is designed to assist municipalities and plantations to develop a program for improving a district of the municipality or plantation: (A) To provide impetus for industrial, commercial, transit-oriented or arts district development, or any combination; (B) To increase employment opportunities; and (C) To provide the facilities outlined in the development program adopted by the legislative body of the municipality or plantation. The TIF Statute provides that before final designation of a tax increment financing district, the Department of Economic and Community Development (DECD) commissioner shall review the proposed district and development program to ensure compliance with statutory requirements.

Before designating a development district within the boundaries of a municipality or plantation, or adopting a development program for a designated development district, the municipal or plantation legislative body or the municipal or plantation legislative body's designee must:

a) Hold at least one public hearing,
b) Publish notice of the hearing at least 10 days before the date of the hearing in a newspaper of general circulation within the municipality or plantation,
c) At the hearing, the legislative body of a municipality or plantation must consider:
   i. Whether the proposed district or development program will contribute to the economic growth or well-being of the municipality or plantation or to the betterment of the health, welfare, or safety of the municipal or plantation inhabitants,
   ii. Any claim by an interested party that the proposed district or development program will result in a substantial detriment to that party's existing business in the municipality or plantation and produces substantial evidence to that effect.

Mail completed form, with tabs separating exhibits, to:

Department of Economic & Community Development
c/o: Tina Mullins- MTIF
Burton Cross Building, 3rd Floor
111 Sewall Street
Augusta, ME 04330-6830

(e-mailed forms are <u>not</u> accepted)

(Revised 5/2025)

Department of Economic and Community Development
Municipal Tax Increment Financing District
and Development Program

Municipalities wishing to create a municipal tax increment financing district to fund development programs must provide the DECD Commissioner a completed Department of Economic and Community Development Municipal Tax Increment Financing District and Development Program Fillable Form, or a District development program which contains equivalent information, including all attachments as noted below, in the order listed:

1. Table of Contents
2. Completed Department of Economic and Community Development Municipal Tax Increment Financing District and Development Program Fillable Form
3. Exhibit A: Statutory Thresholds and Requirements form, provided by DECD
4. Exhibit B: Assessor's Certificate of Original Assessed Value
5. Exhibit C: Map of District Location within Municipality
6. Exhibit D: Map of District Boundaries
7. Exhibit E: Annual Revenue Spreadsheet
8. Exhibit F: Annual Tax Shift Spreadsheet
9. Exhibit G: Copy of 10-Day notice of public hearing, including name and date of publication
10. Exhibit H: Minutes of Public Hearing, attested to with dated signature
11. Exhibit I: Record of District designation and Development Plan adoption by municipal legislative body

If applicable,

12. Exhibit J: Project Costs Spreadsheet
    - Refer to "Checklist For MTIF District and Development Program Fillable Form" for required information
13. Exhibit K: For a Downtown MTIF District, include a comprehensive Downtown Redevelopment Plan with the completed Downtown Redevelopment Plan Criteria Checklist and verification the municipal comprehensive Downtown Redevelopment Plan was adopted by the municipal legislative body
14. Exhibit L: For Transit-Oriented Development District, include a map clearly identifying transit facilities plus areas and corridors respective of §5222 (20), (22) & (23)
15. Exhibit M: If an amendment and not already provided, a copy of any executed credit enhancements agreements.
16. Exhibit N: Copy of any municipality/plantation TIF policy

**** Refer to "Checklist for MTIF District and Development Program Fillable Form,"** available at the DECD website,
- **To ensure form completeness,**
- **For the Table of Contents page, after completing the form, for instructions to automatically update the page numbers**

Do not include pages i and ii in the District and Development Program submission to the DECD Commission.

Table of Contents

Department of Economic and Community Development
Municipal Tax Increment Financing District
and Development Program

Section 1- Cover Letter and Development Program Cover Sheet

1. Name of municipal tax increment financing (TIF) district and development program: **Stetson Road Apartments #34**
2. This is an **original application.** If an amendment, what amendment number? **Choose a number.**
3. Is this a Downtown designated TIF? **No.**
   If yes, provide the following information regarding the *Downtown Redevelopment Plan:*
   a. Name: **Click here to enter text**
   b. Date approved by municipal legislative body: **Click to enter a date. (Include verification of this approval with Exhibit I)**

   The Downtown Redevelopment Plan must contain the components outlined in the DECD "Downtown Redevelopment Plan Criteria Checklist"
4. Is this development district considered a/an [check the appropriate box(es)]?
   ☐ Industrial ☐ Commercial ☐ Transit-oriented ☐ Arts
   If this is a transit-oriented development designation, a map is required identifying transit facilities plus areas and corridors pursuant to MRS 30-A §5222(20), (22) & (23). (Exhibit L)
5. Municipality name: **City of Auburn**
6. Municipality address: **60 Court Street**
7. Municipality county: **Androscoggin**
8. Municipal telephone number: **207-333-6601**
9. Municipal official's name: **Phillip L. Crowell Jr.**
10. Municipal official's title: **City Manager**
11. Municipal official's e-mail address: **pcrowell@auburnmaine.gov**
12. If different from #9 above, contact person/consultant: **Glen E. Holmes**
13. Municipal contact/consultant phone number: **207-333-6601 ext 1159**
14. Municipality contact/consultant e-mail address: **gholmes@auburnmaine.gov**
15. Municipality's assessor's name: **Karen Scammon**
16. Municipality's assessor's e-mail address: **kscammon@auburnmaine.gov**

The municipal official named below, certifies he/she has the authority to submit this Development Program (form/proposal/application) to DECD and further certifies all the information contained in this Development Program and its attachments, are true and correct to the best of his/her knowledge.

______________________________ ______________________________
Signature Date

____
Print municipal official's name & title

Section 2 - Purpose of District designation and Development Program adoption

1. Provide a brief, “headline” explanation of the purpose of designating this MTIF District and adopting an associated development program. If this is an amendment, provide an explanation of the changes to the District and/or Development program.
The designation of the Stetson Road Apartments TIF District will facilitate the creation of 160 housing units that are needed to meet the City's portion of the state's housing goals. The units will be owned and operated by Stetson Road Apartments, LLC, which is a developer that has constructed other successful rental housing projects in the City.

2. By designating this municipal tax increment financing (MTIF) District, and adopting a related development program, whether this is an original or an amendment, provide an understanding of the means and objectives to provide new employment opportunities, retain existing employment, improve or broaden the tax base, construct or improve the physical facilities and structures, as it relates to the authorization to create a MTIF District, pursuant to MRS Title 30-A §5221 (2).
In September 2025, The City conducted a comprehensive housing needs study to evaluate its housing supply, affordability challenges, demographic trends, housing demand, and barriers to housing production. The study identified a need for approximately 1, 300 - 1,400 additional housing units by 2030. On June 15, 2026, the City Council of the City of Auburn adopted Resolve 03-06152026, which established a housing production target of 1,300 new housing units by 2030. Stetson Road Apartments, LLC, a related entity of A.R. Building, Inc. of Pennsylvania, (the "Developer") will construct 160 housing units within the District, which represents approximately 12% of the City's housing production target. The units will include one and two-bedrooms. The project will also be required to designate 5% of the units as affordable for families with a household incomes that range from 80% to 120% of the area median income. The project has received Planning Board approval and is expected to begin construction in September 2026, with a targeted completion date of 2029. The designation of this District will enable the City to support the development of the project through the reimbursement of a portion of property taxes paid on the captured assessed value within the District. The development of the project will expand the City's tax base and create much-needed rental housing for individuals who support the City's economy.

Section 3 - Company/Developer Information

A. Business General Information
[include whenever a company/developer is part of a TIF district proposal (regardless of whether a CEA is offered]:

1. Business name: **Stetson Road Apartments, LLC (A.R. Building, Inc.)**
2. Business address: **310 Seven Fields Blvd, Suite 350, Seven Fields, PA 16046**
3. Business phone number: **724-741-2331**
4. Business contact person: **Emily Mitchell**
5. Business contact person e-mail address: **emily@arbuilding.com**
6. Principal place of business: **Maine**
7. Company structure (e.g., corporation, sub-chapter S, etc.): **LLC**
8. Place of incorporation: **Maine**
9. Name of Officer(s): **Dick and Susan Nernberg**
10. Name of principal owner(s) name: **Dick and Susan Nernberg**
11. Address: **310 Seven Fields Blvd, Suite 350, Seven Fields, PA 16046**
12. Brief project description: **Construct 160-unit rental housing development**
13. Total amount of project new investment by company/developer: **$43,000,000**
14. Will there be a credit enhancement agreement with this business? **Yes. If so, complete the rest of this section and Section 4.**

B. Disclosure, only in cases where a CEA is offered to the above business:

1. Check the public purpose(s) that will be met by the business using this incentive:

☐ job creation ☐ job retention ☒ capital investment
☐ training investment ☒ tax base improvement ☐ public facilities improvement
☐ other (list): Click here to enter text.

2. Check the specific item(s) for which TIF revenues will be used by the business:

☐ real estate purchase ☐ machinery & equipment purchase ☐ training costs
☒ debt reduction
☐ other (list): **Click here to enter text.**

Section 4 - Employment Goals/Data

Company Goals for Job Creation and Job Retention. (**If a developer**, check box ☒, and skip to Section 5)

A. Job Creation Goals			
Occupational Cluster*	# of Full-time Positions	# of Part-time Positions	Annual Wage Level
1. Executive, Professional & Technical			
2. Administrative/Clerical Support			
3. Sales & Service			
4. Agriculture, Forestry & Fishing			
5. Maintenance, Construction, Production & Transportation			
Total			Leave blank
B. Job Retention Goals			
Occupational Cluster*	# of Full-time Positions	# of Part-time Positions	Annual Wage Level
1. Executive, Professional & Technical			
2. Administrative/Clerical Support			
3. Sales & Service			
4. Agriculture, Forestry & Fishing			
5. Maintenance, Construction, Production & Transportation			
Total			Leave blank
**See* Occupational Cluster Descriptions for more information.			

INSTRUCTIONS

A. Job Creation Goals. Please list the number, type and wage level of jobs created as a result of the economic development incentive. NOTE: For this form, "full-time" employment means 30 hours or more; "part-time" employment means less than 30 hours. "Wage level" means the average annual wage paid for jobs created within an occupational cluster, e.g., either their annual salary, or their hourly wage times their annual hours. Also, "type" means "occupational cluster" which refers to the 12 categories listed in the "Occupational Cluster Descriptions." Please include the number of your employees (both full-time and part-time) working within the category that most closely reflects their job duties.

B. Job Retention Goals. Please list the number, type and wage level of jobs retained as a result of the economic development incentive. Part B should be completed using same definitions in Part A.

Section 5 - Development Program

Public Project(s)

1. Will there be any public facilities, improvements, or programs financed in whole or in part by the development program? **Yes. See Exhibit J.**

Private Project(s)

2. Will there be any commercial facilities, arts districts, improvements, or projects to be financed in whole or in part by the development program: **Yes.** If yes, provide a brief, clear description: **The Developer has proposed to construct 160 units of rental housing, 5% of which will be affordable to residents with a household incomes ranging from 80% to 120% of the area median income. The City has offered a credit enhancement agreement to the Developer upon the terms set forth herein, to assist the Developer in the financing of the project.**

Duration of Development District

3. A District term may not exceed 30 years except if at least 75% of the District's tax increment financing revenue is used for affordable housing projects or transit-oriented development, then the District term may not exceed 50 years. Does this Development Program allocate at least 75% of the tax increment financing revenue to affordable housing projects or transit-oriented development projects?

   ☒ **No** (District term may be up to 30 years) ☐ **Yes** (District term may be up to 50 years)

   a. District term:
      Original Development Program: **30 Years**.
      If an amendment, adding how many years? Click here to enter a number totaling how many years: Click here to enter a number.

   b. Start date of **July 1, 2026** with property tax year **April 1, 2026**.
      [Must begin with tax year in which development district designation is effective pursuant to MRS 30-A §5226, or the subsequent tax year (MRS Title 30-A §5224 (2)(H))]

   c. End date of **June 30, 2056** with property tax year **April 1, 2055**.

Department of Economic and Community Development
Municipal Tax Increment Financing District
and Development Program

Original Assessed Value

4. Provide the taxable assessed value of the development district as of the March 31st of the tax year preceding the property tax year in which the district was designated by the legislative body. **

			OAV of Real Property	OAV of Personal Property	As of (complete year)		Total acres
Original district			**$553,400.00**	**$0.00**	3/31/2026		**30.610**
Amendment: (If applicable, with any property added/removed)	#1	-				-	
		+			3/31/____	+	
	#2	-				-	
		+			3/31/____	+	
	#3	-				-	
		+			3/31/____	+	
	#4	-				-	
		+			3/31/____	+	
	#5	-				-	
		+			3/31/____	+	
	#6	-				-	
		+			3/31/____	+	
	#7	-				-	
		+			3/31/____	+	
	#8	-				-	
		+			3/31/____	+	
	#9	-				-	
		+			3/31/____	+	
	#10	-				-	
		+			3/31/____	+	
Total	N/A		**$553,400.00**	**$0.00**	N/A		30.61

**Municipal Assessor must certify above original assessed value(s) (Exhibit B).

Section 6 - Financial Plan

Increased Assessed Value Information

1. Total estimated cost for the development program: $ 8,820,000
2. Municipality will capture 60% of real property only increased assessed value for each year of the district term, to apply to the development program. Click here to enter text, if needed.
3. If #2 above's captured assessed value is less than 100%, besides the district's original assessed value, what percentage of increased assessed value will be deposited into the General Fund, or if an unorganized territory, to Education and Services fund? 40% of the property tax revenue paid on the increased assessed value in the District will go to the City's general fund.

Public Indebtedness

4. Will there be public indebtedness? Yes, to be determined.
   a. If yes, what is the projected amount of public indebtedness to be incurred? The City will not incur any indebtedness at this time; however, the City may elect to do so at a future date at the discretion of its City Council.
   b. If an amendment, have any bonds been issued to date pertaining to the approved projects of this district? Choose an item. If yes, provide the status, such as years left on bond and amount of outstanding debt. Click here to enter text.

Anticipated Revenues

5. Describe sources of anticipated revenues for public projects (clearly and briefly stated): The source of the revenue used to pay the cost of the public projects set forth in this Development Program is the Tax Increment on the increased assessed value of the property in the District. Tax Increment means all property taxes assessed by the City, in excess of any state, county or special district tax, upon the increased assessed value of all real property in the District. Increased assessed value means the amount by which the current assessed value of the real property in the District exceeds the original assessed value of the real property in the District. Current assessed value means the taxable assessed value of the real property in the District as certified by the municipal assessor as of April 1 of each year that the District is in effect. Original assessed value means the taxable assessed value of real property in the District as of March 31, 2026 (April 1, 2025). Property taxes means any and all ad valorem property taxes levied, charged, or assessed by the City against real property. All property taxes on the original assessed value shall continue to be deposited into the City's general fund. All property taxes on the increased assessed value that is not designated as captured assessed value shall also be deposited into the City's general fund.
6. Describe sources of anticipated revenues for private projects (clearly and briefly stated): A portion of the Tax Increment from the District as described above will be used to finance a portion of the construction of the 160 housing units to be located within the District. The percentage of the Tax Increment will be paid to the Developer under the terms of a Credit Enhancement Agreement as set forth below.

Credit Enhancement Agreement (CEA)

7. Describe terms and conditions of any agreements, contracts or other obligations related to the development program (e.g., CEAs). Ensure to clearly state the reimbursement percentage, along with, if applicable, any local triggers/caps.

a. Will CEAs be offered as part of this development program? **Yes.**
b. List name(s) of company/developer to be offered a CEA: **Stetson Road Apartments, LLC**
    i. Provide the CEA reimbursement percentage, term, conditions for each listed company/developer: **50% of property taxes paid on Captured Assessed Value, up to a cumulative total reimbursement of $4,000,000.**
c. Is this an omnibus Development Program? **No.**
   If an omnibus, provide clear reimbursement percentage(s) and term(s)/condition(s): **Click here to enter text.**
d. Does the municipality have a TIF policy? **Yes. Include a copy in Exhibit N.**

If this is an amendment, and if applicable, include a copy of all executed CEAs as Exhibit M.

Development Program Fund and Tax Increment Revenues

Read below. Authorized municipal official must initial in provided spaces, acknowledging understanding of the below information:

If a municipality/plantation has designated captured assessed value, the municipality/plantation shall:

A. Establish a development program fund that consists of the following:

1. A project cost account that is pledged to and charged with the payment of project costs that are outlined in the financial plan and are paid in a manner other than as described in subparagraph (2); and

2. In instances of municipal/plantation indebtedness, a development sinking fund account that is pledged to and charged with the payment of the interest and principal as the interest and principal fall due and the necessary charges of paying interest and principal on any notes, bonds or other evidence of indebtedness that were issued to fund or refund the cost of the development program fund;

B. Annually set aside all tax increment revenues on captured assessed values and deposit all such revenues to the appropriate development program fund account established under paragraph A in the following order of priority:

1. To the development sinking fund account, an amount sufficient, together with estimated future revenues to be deposited to the account and earnings on the amount, to satisfy all annual debt service on bonds and notes issued under section 5231 and the financial plan; and
2. To the project cost account, an amount sufficient, together with estimated future revenues to be deposited to the account and earnings on the amount, to satisfy all annual project costs to be paid from the account;

C. Make transfers between development program fund accounts established under paragraph A as required, provided that the transfers do not result in a balance in the development sinking fund account that is insufficient to cover the annual obligations of that account; and

D. Annually return to the municipal or plantation general fund any tax increment revenues remaining in the development sinking fund account established under paragraph A in excess of those estimated to be required to satisfy the obligations of the development sinking fund account after taking into account any transfers made under paragraph C. The municipality/plantation, at any time during the term of the district, by vote of the municipal or plantation officers, may return to the municipal/plantation general fund any tax increment revenues remaining in the project cost account established under paragraph A in excess of those estimated to be required to satisfy the obligations of the development project cost account after taking into account any transfer made under paragraph C. In either case, the corresponding amount of local valuation may not be included as part of the captured assessed value as specified by the municipality or plantation.

X____________________
Initial & date

At the end of the district TIF term, all taxable real and/or personal property value captured in the district will be added to the general tax rolls.

X____________________
Initial & date

Relocation of Person(s)/Business(es)

8. No person will be displaced as a result of the development activites propsed within the District.

Transportation Improvements

9. The existing transportation facilities of the City will be adequate to accommodate the development activities within the District.

Environmental Controls

10. The improvements made under this Development Program will meet or exceed all federal and state environmental regulations and will comply with all applicable land use requirements of the City.

District Operation

11. After the planned capital improvements are completed, provide a brief statement of the proposed operation of the development district pertaining to:
    a. Public capital improvements: The City has a robust capital improvement plan to maintain improvements. The day-to-day operations of the District will not require substantial efforts by the City, other than staffing and programming primarily conducted by the City Manager's office and the Business and Community Development Office.
    b. Private capital improvements: The private improvements contemplated to occur within the District are expected to be funded by the Developer, in part through the reimbursement of tax increment revenue pursuant to a credit enhancment agreement as set forth herein. Other than the credit enhancement agreement, the City will not be responsible for the funding or operation of private capital improvements within the District.

Section 7 - Notice and Hearing

1. Date of public notice (must be minimally 10 days before the public hearing): **August 29, 2026**
   For Exhibit G, provide a legible **copy** of the newspaper page showing the public hearing, newspaper name and date of publication.

2. Date of public hearing: **September 8, 2026**
   For Exhibit H, provide a copy of the public hearing minutes, attested to with dated signature.

3. Date municipal or plantation legislative body approved original district designation: **September 8, 2026**
   Date municipal or plantation legislative body adopted original development program: **September 8, 2026**
   If an amendment, is it to the:
   - ☐ district. Provide date municipal or plantation legislative body approved: Click to enter a date.
   - ☐ development program. Provide date municipal or plantation legislative body approved: Click to enter a date.
   - ☐ district and development program. Provide date municipal or plantation legislative body approved: Click to enter a date.

   For Exhibit I, provide verification of district designation and adoption of development program by municipal legislative body including vote tally.

4. Is a municipal official authorized to make technical revisions to this District Development Program (form/proposal/application)/development program to facilitate the process for review and approval by DECD, as long as such revisions are not inconsistent with the basic structure and intent of the development program? **Yes. See Exhibit I.**

STATUTORY REQUIREMENTS AND THRESHOLDS

City of Auburn Stetson Road TIF District #34

SECTION A. | Acreage Caps		
1. Total **municipal** acreage;		41,430
2. Acreage of **proposed** Municipal TIF District;		30.61
3. **Downtown-designation** acres in proposed Municipal TIF District;		0
4. **Transit-Oriented Development**[1] acres in proposed Municipal TIF District;		0
5. **Total acreage [=A2-A3-A4]** of proposed Municipal TIF District counted toward 2% limit;		30.61
6. **Percentage [=A5÷A1]** of total acreage in proposed Municipal TIF District (CANNOT EXCEED 2%).		0.07%
7. **Total acreage** of all existing/proposed Municipal TIF districts in municipality **including** Municipal Affordable Housing Development districts:[2] See attached list.	Existing	711.38
	Proposed	30.61
	Total:	741.99
30-A § 5223(3) EXEMPTIONS[3]		
8. Acreage of an existing/proposed **Downtown** Municipal TIF district;		247.55
9. Acreage of all existing/proposed **Transit-Oriented Development** Municipal TIF districts:		0
10. Acreage of all existing/proposed **Community Wind Power** Municipal TIF districts:		0
11. Acreage in all existing/proposed Municipal TIF districts **common to**[4] Pine Tree Development Zones per 30-A § 5250-I (14)(A) **excluding** any such acreage also factored in Exemptions 8-10 above:		0
12. **Total acreage [=A7-A8-A9-A10-A11]** of all existing/proposed Municipal TIF districts counted toward 5% limit;		494.44
13. **Percentage of total acreage [=A12÷A1]** of all existing/proposed Municipal TIF districts (CANNOT EXCEED 5%).		1.19%

14. **Real property** in proposed Municipal TIF District that is:	ACRES	**% [=Acres÷A2]**
a. A blighted area;		
b. In need of rehabilitation, redevelopment or conservation;		
c. Suitable for commercial or arts district uses.		100%
TOTAL (except for § 5223 (3) exemptions a., b. OR c. must be at least 25%)		100%

[1] For Transit-Oriented Development (TOD) definitions see 30-A § 5222 sub-§§ 19-24.
[2] For AH-TIF acreage requirement see 30-A § 5247(3)(B). Alternatively, Section B. must exclude AH-TIF valuation.
[3] Downtown/TOD overlap nets single acreage/valuation caps exemption.
[4] PTDZ districts approved through December 31, 2008.

STATUTORY REQUIREMENTS AND THRESHOLDS

City of Auburn Stetson Road TIF District #34

SECTION B. | Valuation Cap		
1. **Total TAXABLE** municipal valuation—use most recent April 1;	$2,559,929,576	
2. **Taxable Original Assessed Value (OAV)** of proposed Municipal TIF District as of March 31 preceding municipal designation—same as April 1 prior to such March 31;	$553,400	
3. **Taxable OAV of all** existing/proposed Municipal TIF districts in municipality **excluding** Municipal Affordable Housing Development districts: See attached list	Existing	$106,605,900
	Proposed	$553,400
	Total:	$107,159,300
30-A § 5223(3) EXEMPTIONS		
4. **Taxable OAV** of an existing/proposed **Downtown** Municipal TIF district;	$80,002,900	
5. **Taxable OAV** of all existing/proposed **Transit-Oriented Development** Municipal TIF districts:		
6. **Taxable OAV** of all existing/proposed **Community Wind Power** Municipal TIF districts:		
7. **Taxable OAV** of all existing/proposed **Single Taxpayer/High Valuation**[5] Municipal TIF districts:		
8. **Taxable OAV** in all existing/proposed Municipal TIF districts **common to** Pine Tree Development Zones per 30-A § 5250-I (14)(A) **excluding** any such OAV also factored in Exemptions 4-7 above:		
9. **Total taxable OAV [=B3-B4-B5-B6-B7-B8]** of all existing/proposed Municipal TIF districts counted toward 5% limit;	$27,156,400	
10. **Percentage of total taxable OAV [=B9÷B1]** of all existing/proposed Municipal TIF districts (CANNOT EXCEED 5%).	1.06%	

COMPLETED BY			
PRINT NAME	Alyssa Tibbetts, Tibbetts Law		
SIGNATURE		DATE	
If this form has **not be completed by the municipal or plantation assessor**, the assessor must sign and date below, acknowledging he/she agrees with the information reported on this form, and understands the OAV stated in Section B, line 2, will be used to determine the IAV for this District.			
PRINT NAME	Karen Scammon, Assessor		
SIGNATURE		DATE	

[5] For this exemption see 30-A §5223(3)(C) sub-§§ 1-4.

City of Auburn Exhisting Active TIF Districts

District Number	District Name	OAV	Acreage
6	Proctor & Gamble (Tambrands II)	$ 520,900.00	84
10	Downtown Omnibus	$ 80,002,900.00	247.55
12	Auburn Industrial Park	$ 334,200.00	144
13	Retail Development	$ 5,425,400.00	29.67
14	Mall Revitalization	$ 11,328,400.00	38.91
15	Mall Area Hotel	$ 4,900.00	1.5
16	Webster School (affordable housing)	$ -	1.4
19	Hartt Transportation Center	$ 1,278,600.00	43
20	62 Spring Street	$ 474,300.00	0.81
21	477 Minot Avenue (affordable housing)	$ -	3.83
22	Hampshire Street (affordable housing)	$ -	1.01
23	Memory Care	$ 327,100.00	8.61
24	Gracelawn	$ 262,600.00	2.92
25	FutureGuard	$ 3,838,700.00	26.2
26	North River Road Apartments	$ 60,300.00	3.32
27	Stable Ridge	$ 235,500.00	13.19
28	Agren Applicance	$ 1,051,500.00	11.64
29	186 Main Street	$ -	0.16
30	Diamond Point Storage	$ 518,900.00	5.46
31	Academy Street Housing	$ -	1.33
32	Mount Auburn Housing	$ 941,700.00	29.12
33	KLEW Airport Hangars	$ -	13.75
	EXISTING TOTAL	$ 106,605,900.00	711.38
	PROPOSED		
34	Stetson Road	$ 553,400.00	30.61
	NEW EXISTING AND PROPOSED TOTAL	**$ 107,159,300.00**	**741.99**

Exhibit B - Assessor's Certificate

The undersigned Assessor of the City of Auburn, Maine, does hereby certify pursuant to the provisions of Title 30-A M.R.S.A. Section 5227 that the Original Assessed Value of the taxable real property within the boundaries of the Auburn Municipal Tax Increment Financing District #34, the Stetson Road Apartments Development District, as described in the Development Program for the District was $553,400 as of March 31, 2026 (April 1, 2025).

Map/Lot	Address	Acreage	4/1/25 OAV
291-011	Stetson Road	30.61	$ 553,400
TOTAL		30.61	$553,400

This Certificate has been executed as of this ____ day of ___________________, 2026.

____

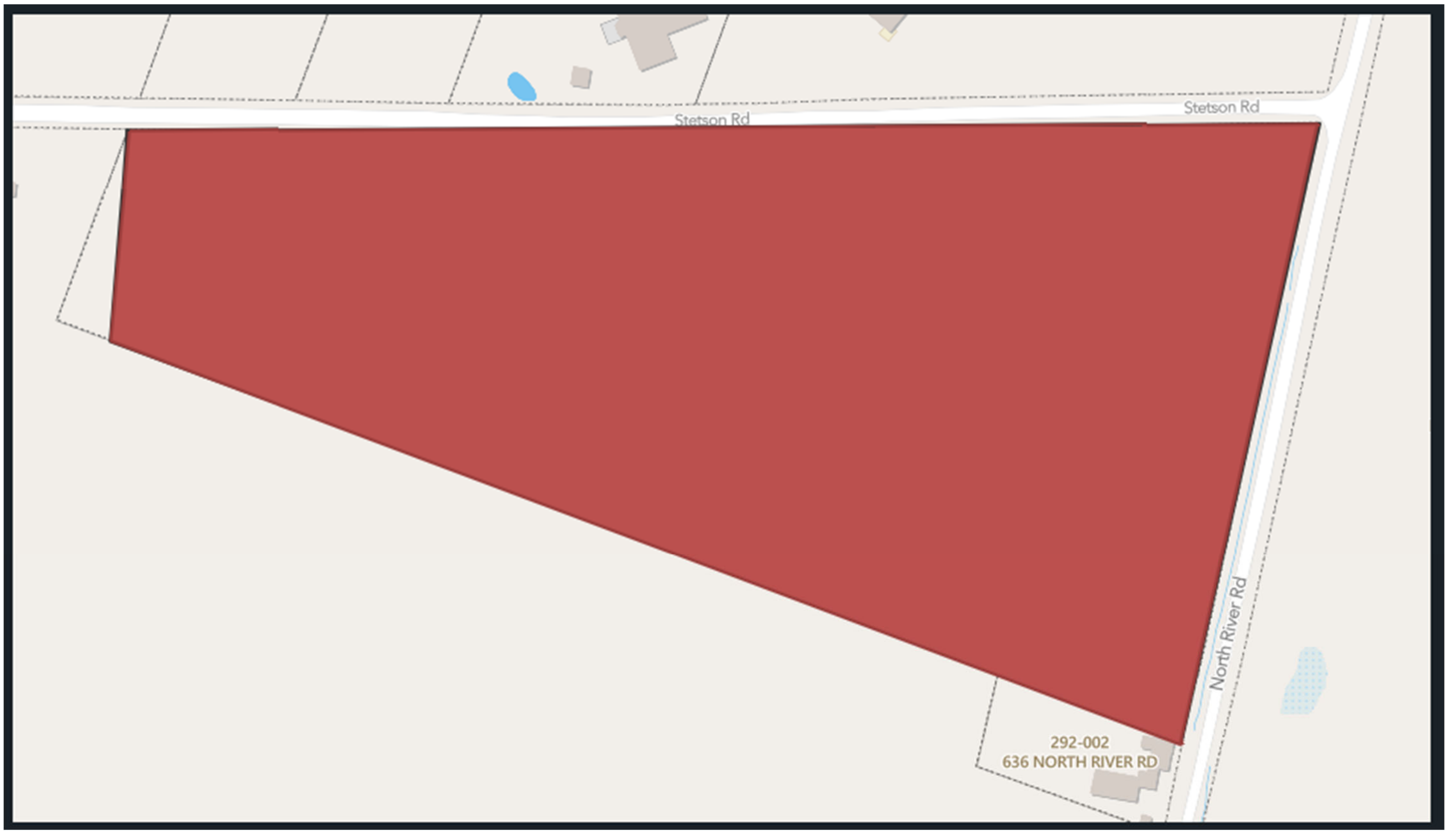
Karen Scammon, Assessor

Exhibit C - Map of District Location within Municipality

Exhibit C - Map of District Location within Municipality

Exhibit D - Map of District Boundaries

Exhibit D - Map of District Boundaries



Department of Economic and Community Development
Municipal Tax Increment Financing District
and Development Program

MAINE. ECONOMIC & COMMUNITY DEVELOPMENT

Exhibit E - Annual Revenue Spreadsheet

TIF Year	Tax Year April 1,	Fiscal Year (July 1- June 30)	Original Assessed Value (OAV)[1]	Increased Assessed Value (IAV)[2]	Captured Assessed Value (CAV) 60% [3]	Mil Rate[4]	Tax Revenue on OAV	Tax Revenue on IAV	Tax Revenue on CAV (60% Sheltered)	CEA Payments to Developer[5]	Net Tax Revenue on CAV to City	Net Tax Revenue on IAV to General Fund
1	2026	2026-2027	$ 553,400.00	$ -	$ -	24.50	$ 13,558.30	$ -	$ -	$ -	$ -	
2	2027	2027-2028	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
3	2028	2028-2029	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
4	2029	2029-2030	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
5	2030	2030-2031	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
6	2031	2031-2032	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
7	2032	2032-2033	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
8	2033	2033-2034	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
9	2034	2034-2035	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
10	2035	2035-2036	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
11	2036	2036-2037	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
12	2037	2037-2038	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
13	2038	2038-2039	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
14	2039	2039-2040	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
15	2040	2040-2041	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
16	2041	2041-2042	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
17	2042	2042-2043	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
18	2043	2043-2044	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
19	2044	2044-2045	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00	$ 220,500.00	$ 220,500.00	$ 294,000.00
20	2045	2045-2046	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
21	2046	2046-2047	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
22	2047	2047-2048	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
23	2048	2048-2049	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
24	2049	2049-2050	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
25	2050	2050-2051	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
26	2051	2051-2052	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
27	2052	2052-2053	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
28	2053	2053-2054	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
29	2054	2054-2055	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
30	2055	2055-2056	$ 553,400.00	$ 30,000,000	$ 18,000,000	24.50	$ 13,558.30	$ 735,000.00	$ 441,000.00		$ 441,000.00	$ 294,000.00
Year					**$ 522,000,000**		**$ 406,749**	**$ 21,315,000.00**	**$ 12,789,000.00**	**$ 3,969,000.00**	**$ 8,820,000.00**	**$ 8,526,000.00**
Annual Average					**$ 17,400,000.00**		**$ 13,558.30**	**$ 710,500.00**	**$ 426,300.00**	**$ 208,894.74**	**$ 294,000.00**	**$ 294,000.00**

Assumptions:

[1] The OAV of the District is as of March 31, 2026 (April 1, 2025). The District consists of one parcel identified as Map 291, Lot 011 on the City's Tax Maps,which consists of 30.61 acres, and as shown on the on the Certificate of Assessor (Exhibit B) and Map of the District (Exhibit C and D) to the Development Program.

[2] The increased assessed value is an estimate only and based on the estimated cost of preliminary development plans for the property in the District provided by the Developer as of the date of designation of the District. It is expected that the project will begin construction in September 2026 and be complete by 2029. The actual Increased Assessed Value figures in each year may vary and, as a result, the projections are subject to change.

[3] The City intends to capture 60% of real property within the District.

[4] The mil rate is based on FY 2026-27 actual rate of 24.50 and held constant for the remainder of the District term. The mil rate is expected to change, which will include both increases and decreases over the term of the District. The current mil rate is used for the purpose of projecting tax revenue only and should not be relied upon for any actual tax years.

[5] The Development Program authorizes the City to enter into a credit enhancment agreement with the developer for a period of up to 30 years to include a reimbursement of 50% of the tax revenue from the captured assessed value in the District, up to a cumulative total reimbursement of $4,000,000.

[6] This table contains projections that are subject to a number of risks and uncertainties that could cause the actual values to differ materially from any projections relied upon herein and the actual values are likely to vary especially in later years.

Exhibit F - Annual Tax Shift Spreadsheet

Department of Economic and Community Development
Municipal Tax Increment Financing District
and Development Program

MAINE. ECONOMIC & COMMUNITY DEVELOPMENT

Exhibit F - Annual Tax Shift Spreadsheet

TIF Year	Fiscal Year	Education Shift (Avoided Loss)[1]	Revenue Sharing Shift (Avoided Loss)[2]	County Tax Shift (Avoided Increase)[3]	Total Tax Shifts	Net Tax Revenue from CAV to General Fund (w/out TIF)
1	#REF!	$0.00	$0.00	$0.00	$0.00	$ -
2	#REF!	$101,610.00	$42,680.35	$15,216.67	$159,507.02	$ 281,492.98
3	2026-2027	$101,610.00	$42,680.35	$15,977.50	$160,267.85	$ 280,732.15
4	2027-2028	$101,610.00	$42,680.35	$16,776.37	$161,066.73	$ 279,933.27
5	2028-2029	$101,610.00	$42,680.35	$17,615.19	$161,905.55	$ 279,094.45
6	2029-2030	$101,610.00	$42,680.35	$18,495.95	$162,786.31	$ 278,213.69
7	2030-2031	$101,610.00	$42,680.35	$19,420.75	$163,711.10	$ 277,288.90
8	2031-2032	$101,610.00	$42,680.35	$20,391.79	$164,682.14	$ 276,317.86
9	2032-2033	$101,610.00	$42,680.35	$21,411.38	$165,701.73	$ 275,298.27
10	2033-2034	$101,610.00	$42,680.35	$22,481.94	$166,772.30	$ 274,227.70
11	2034-2035	$101,610.00	$42,680.35	$23,606.04	$167,896.40	$ 273,103.60
12	2035-2036	$101,610.00	$42,680.35	$24,786.34	$169,076.70	$ 271,923.30
13	2036-2037	$101,610.00	$42,680.35	$26,025.66	$170,316.02	$ 270,683.98
14	2037-2038	$101,610.00	$42,680.35	$27,326.94	$171,617.30	$ 269,382.70
15	2038-2039	$101,610.00	$42,680.35	$28,693.29	$172,983.65	$ 268,016.35
16	2039-2040	$101,610.00	$42,680.35	$30,127.96	$174,418.31	$ 266,581.69
17	2040-2041	$101,610.00	$42,680.35	$31,634.35	$175,924.71	$ 265,075.29
18	2041-2042	$101,610.00	$42,680.35	$33,216.07	$177,506.43	$ 263,493.57
19	2042-2043	$101,610.00	$42,680.35	$34,876.88	$179,167.23	$ 261,832.77
20	2043-2044	$101,610.00	$42,680.35	$36,620.72	$180,911.07	$ 260,088.93
21	2044-2045	$101,610.00	$42,680.35	$38,451.75	$182,742.11	$ 258,257.89
22	2045-2046	$101,610.00	$42,680.35	$40,374.34	$184,664.70	$ 256,335.30
23	2046-2047	$101,610.00	$42,680.35	$42,393.06	$186,683.41	$ 254,316.59
24	2047-2048	$101,610.00	$42,680.35	$44,512.71	$188,803.07	$ 252,196.93
25	2048-2049	$101,610.00	$42,680.35	$46,738.35	$191,028.70	$ 249,971.30
26	2049-2050	$101,610.00	$42,680.35	$49,075.27	$193,365.62	$ 247,634.38
27	2050-2051	$101,610.00	$42,680.35	$51,529.03	$195,819.38	$ 245,180.62
28	2051-2052	$101,610.00	$42,680.35	$54,105.48	$198,395.84	$ 242,604.16
29	2052-2053	$101,610.00	$42,680.35	$56,810.75	$201,101.11	$ 239,898.89
30	2053-2054	$101,610.00	$42,680.35	$59,651.29	$203,941.65	$ 237,058.35
30 Year TIF Total		**$2,946,690**	**$1,237,730**	**$948,344**	**$5,132,764**	**$7,656,236**
Average Annual		**$98,223**	**$41,258**	**$31,611**	**$171,092**	**$255,208**

Assumptions:

The tax shifts resulting from the sheltering of valuation from the state school funding formula are based on the state EPS funding model in which a statewide estimated mill rate of 5.645 mills in FY 2026-2027 is applied to a district's state valuation to determine the amount of local property taxes to be raised for education. By sheltering valuation through a TIF, the City avoids having to raise an amount equal to the valuation sheltered x 5.645 mills. The education rate used to calculate the education tax shift is based on the adjusted mill rate of the Auburn Public School District based on the preliminary ED 279 for FY 2026-2027 published 07/21/26

The tax shifts resulting from the sheltering of valuation from the state revenue sharing formula are based on the most recent data available from Maine Revenue Services for the fiscal year July 1, 2026 - June 30, 2027 published 02/20/26

The tax shifts resulting from the sheltering of valuation from the County tax assessment are based on the actual Androscoggin County tax assessments for the most recent five years.

The OAV of the District is as of March 31, 2026 (April 1, 2025). The District consists of one parcel identified as Map 291, Lot 011 on the City's Tax Maps,which consists of 30.61 acres, and as shown on the on the Certificate of Assessor (Exhibit B) and Map of the District (Exhibit C and D) to the Development Program.

The increased assessed value is an estimate only and based on the estimated cost of preliminary development plans for the property in the District provided by the Developer as of the date of designation of the District. It is expected that the project will begin construction in September 2026 and be complete by 2029. The actual Increased Assessed Value figures in each year may vary and, as a result, the projections are subject to change.

These tax shift estimates are based on a captured assessed value of 60% of the estimated increased assessed value for the District.

Exhibit G - 10-Day Notice of Public Hearing

CITY OF AUBURN

NOTICE OF PUBLIC HEARING

The Auburn City Council hereby provides notice that it will hold a public hearing at 5:30 p.m. on Tuesday, September 8, 2026 in the Council Chambers of Auburn City Hall, 60 Court Street, Auburn, Maine, for purposes of receiving public comments on the designation of the proposed new Municipal Tax Increment Financing District #34 the “Stetson Road Development District,” and the adoption of a Development Program for said new District pursuant to the provisions of Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended.

The proposed new District will consist of approximately 30 acres, which includes one parcel located at the intersection of Stetson Road and North River Road, identified on the City’s tax maps as Map 291, Lot 011. The proposed new District and Development Program will enable the City to capture 60% of the tax revenues from new assessed value generated by the development of 160 new rental housing units on the property within the District. The rental housing units will help to meet the City’s goal to develop approximately 1, 300 - 1,400 additional housing units within the City by 2030.

The City proposes to allocate 50% of the captured tax increment revenues generated from the development activity within the District to the developer of the project, not to exceed a total of $4,000,000, to assist the developer with the construction of improvements necessary to complete the project within the District. The City proposes to allocate the remaining 50% of the captured tax increment revenues to municipal projects such as road improvements, municipal infrastructure, public safety, and economic development, as well as other costs of public improvements and projects as identified in the Development Program for the District as may be approved and permitted pursuant to Section 5225 of Title 30-A of the Maine Revised Statutes, as amended. The City’s use of tax increment revenues may also be used to pay debt service on bonds issued to finance said public projects, if approved by the City Council.

A copy of the proposed Development Program for the new District is on file with the City Clerk at City Hall, 60 Court Street, Auburn, Maine, and may be reviewed during normal business hours. All interested residents are invited to attend the hearing and to be heard at that time.

Exhibit H - Minutes of Public Hearing

Exhibit I - Record of District Designation and Development Program Adoption

ORDER OF THE AUBURN CITY COUNCIL
September 8, 2026

WHEREAS, the City is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to adopt a Tax Increment Financing District and Development Program; and

WHEREAS, the City has received a proposal from Stetson Road Apartments, LLC, a related entity of A.R. Building, Inc. of Pennsylvania, for the commercial development of 160 units of rental housing on Tax Map 291, Lot 011 located on Stetson Road within the General Business zoning district; and

WHEREAS, adopting and implementing the proposed District and Development Program will provide opportunities for significant new commercial development within the City and will improve and broaden the tax base and the general economy of the City, the region and the State of Maine; and

WHEREAS, the City has held a public hearing on the proposed Stetson Road Apartments Municipal Development and Tax Increment Financing District #34 (the "District") in accordance with the requirements of 30-A MRSA §5226(1) upon at least ten (10) days prior notice published in a newspaper of general circulation within the City; and,

WHEREAS, the City desires to designate the proposed District and adopt the proposed Development Program as presented to the City Council this day and as has been on file in the City Clerk's Office at City Hall; and

WHEREAS, it is anticipated that the Commissioner of the Maine Department of Economic and Community Development ("DECD") will approve the designation of the District and adoption of the Development Program;

NOW THEREFORE, the City Council hereby Orders as follows:

Section 1. The City Council hereby finds and determines that:

(a) Adoption and implementation of the District and the Development Program will generate substantial economic benefits for the City and its residents, including employment opportunities, broadened and improved tax base and economic stimulus, and therefore constitute a good and valid public purpose and will contribute to the economic growth or well-being of the inhabitants of the City or to the betterment of the health, welfare or safety of the inhabitants of the City; and

(b) The City Council has considered all evidence presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined that adoption and implementation of the District and the Development Program will not result in a substantial detriment to any existing business in the City, and any adverse economic effect of the District and the Development Program on any existing business in the City is outweighed by the contributions expected to be made by the projects and improvements described in the District and the Development Program to the economic growth or well-being of the City or to the betterment of the health, welfare or safety of the inhabitants of the City.

Section 2. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City Council hereby designates the City of Auburn Municipal Development and Tax Increment Financing District #34 (the "Stetson Road Apartments Development District") as presented to the City Council.

Section 3. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City Council hereby adopts the Development Program for the Stetson Road Apartments Development District in the form presented to the City Council.

Section 4. The foregoing designation of the District and adoption of the Development Program shall automatically become final and shall take full force and effect upon approval of the District and Development Program by the Commissioner of the State of Maine Department of Economic and Community Development (DECD), without requirement of any further action by the City, the City Council, or any other party.

Section 5. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of the Increased Assessed Value to be retained as Captured Assessed Value in the District and the term of said District is confirmed as set forth in the Development Program.

Section 6. The City Manager be and hereby is authorized and directed, on behalf of the City of Auburn, Maine, to submit to the Commissioner of DECD for review and approval, pursuant to the requirements of 30-A M.R.S.A. §5226(2), the application and such other documentation as may be necessary or appropriate for the final approval of this District and the Development Program. The City Manager is further authorized and empowered, at his or her discretion from time to time, to make such technical revisions to the District or the Development Program for the District, or to the scope, cost or description of the public improvements to be financed with the portion of tax increment revenues generated by the District and retained by the City as described in the Development Program, as the City Manager deems reasonably necessary or convenient in order to facilitate the process for review and approval of the District and Development Program by DECD, or for any other reason, so long as such revisions are not inconsistent with these resolutions or the basic structure and intent of the District and the Development Program.

Section 7. The City Manager be and hereby is authorized, empowered and directed to enter into the agreements contemplated by the Development Program, in the name of and on behalf of the City, such agreements to be in such form and to contain such terms and provisions not inconsistent with the Development Program, as the City Manager may approve, the City Manager's approval to be conclusively evidenced by his or her execution thereof.

This Order shall take effect immediately upon adoption.

MAINE. ECONOMIC & COMMUNITY DEVELOPMENT

Exhibit J - Public Project Costs

	Project	Maximum Percentage of CAV	Cost Estimate*	Statutory Citation
1	Administrative & Professional Services Costs: Costs of prorated portion of salaries of City staff for time associated with creation and administration of District, and fund costs of professional services associated with creation and administration of District. Costs related to the administration and facilitation of management and monitoring of this TIF, not to exceed the indicated percentage of the revenue generated from captured assessed value of the development district.	5.0%	$ 441,000.00	30-A M.R.S. §§ 5225 (1)(A)(4); (1)(A)(5); (1)(A)(7)
2	Economic Development Programs: Costs of the City's economic development programs, including, but not limited to, marketing costs, prorated portions of staff salaries devoted to supporting and administering TIF programming, and other related operating expenses for the City's Economic Development Department. Costs related to the economic development programs, not to exceed the indicated percentage of the revenue generated from the captured assessed value of the development district.	5.0%	$441,000	30-A M.R.S. § 5225(1)(C)(1)
3	Road Improvements within or outside the district: Design, construction, engineering, other associated costs of road construction, sidewalk and pedestrian crossing safety improvements on roads located within the District or outside the District but directly related to or made necessary by the District's commercial/business development, not to exceed the indicated percentage of the revenue generated from the captured assessed value of the development district.	10.0%	$882,000	30-A M.R.S. §§ 5225(1)(A)(1); (1)(B)(1)
4	Public Safety Facility within the city: Costs related to the construction or operation of public safety facilities in the City, the need for which is related to general economic development within the City, not to exceed 25% of the captured assessed value of the development district.	25.0%	$2,205,000	30-A M.R.S. § 5225 (1)(C)(9)
6	Affordable Housing Development within the city: Costs associated with the development and operation of affordable housing as defined by 30-A M.R.S.A. Section 5222(1-C), including, but not limited to, authorized project costs for improvements as described in section 5249 in support of municipal economic development activities, even if such improvements are not made within an affordable housing development district as defined in section 5246, subsection 2, not to exceed the indicated percentage of the revenue generated from the captured assessed value of the development district.	25.0%	$2,205,000	30-A M.R.S. §§ 5225 (1)(A)(9); (1)(C)(11); (1)(E)
8	Administrative Facilities: Capital costs related to the construction or renovation of the City's central administrative office, the need for which is related to economic development within the City, up to 50% of such costs, not to exceed 25% of the captured assessed value within the District.	25.0%	$2,205,000	30-A M.R.S. § 5225(1)(C)(12)
9	Capital Costs within or outside the district: Costs of improvements made within the district related to the acquisition or construction of land, structures, fixtures or equipment, or the demolition, alteration, remodeling, repair or reconstruction of buildings, structures and fixtures for public, recreational trail, commercial or transit use including, but not limited to site preparation, finishing work, real property assembly costs and other capital costs or debt service related to such improvements such as licensing, permitting, planning, engineering and architectural and legal expenses; or such capital costs outside of the district to the extent they are related to or made necessary by the district's commercial/industrial new development, not to exceed the indicated percentage of the revenue generated from the captured assessed value of the development district.	5.0%	$441,000	30-A M.R.S. §§ 5225 (1)(A)(1); (1)(B)(1); (1)(C)(9)
	Total	**100.0%**	**$8,820,000**	

This table contains estimates only. The City may allocate revenues generated by the district across approved project cost categories as needed. Similar program costs contained within other current and future TIFs may be combined.

Project costs #1 and #2 are common to all active TIF Districts in the City; project costs #4 and #5 are common to TIF Districts #6, 25, 26, 27, 28, 29, 30, 31, and 32.

Exhibit M - Credit Enhancement Agreement(s)

CREDIT ENHANCEMENT AGREEMENT

between

THE CITY OF AUBURN, MAINE

and

STETSON ROAD APARTMENTS, LLC

DATE: _________, 2026

TABLE OF CONTENTS

THIS CREDIT ENHANCEMENT AGREEMENT dated as of _______ __, 2026, between the City of Auburn, Maine (the "City"), a municipal corporation and political subdivision of the State of Maine, and Stetson Road Apartments, LLC (the "Developer"), a Maine limited liability company with a principal place of business located at 310 Seven Seas Blvd, Suite 350, Seven Fields, PA 16046.

WITNESSETH THAT

WHEREAS, the Developer owns property identified on the City's Tax Maps as Map 291-011, located on Stetson Road in Auburn, Maine (the "Property"), and intends to construct 160 apartment units on the Property (the "Project"); and

WHEREAS, the City designated the Stetson Road Apartments Tax Increment Financing Development District #34 (the "District") pursuant to Chapter 206, subchapter 3 of Title 30-A of the Maine Revised Statutes, by vote at a City Council Meeting held on September 8, 2026 (the "Vote"); and

WHEREAS, the City received the approval of the District and the Development Program by the Maine Department of Economic and Community Development dated ____________; and

WHEREAS, the City authorized the execution and delivery of a credit enhancement agreement as described in the Development Program pursuant to the Vote; and

WHEREAS, the City and the Developer desire and intend that this Credit Enhancement Agreement be and constitute the credit enhancement agreement contemplated and described in the Development Program; and

WHEREAS, the estimated cost of improvements required in connection with the development of the Property is approximately $47,000,000; and

WHEREAS, the cost to construct the Project and maintain the commercial activity and housing opportunities in the City of Auburn requires financial assistance from the City to ensure completion of the Project; and

WHEREAS, completion of the Project will contribute to the economic growth and well-being of the City, and enable public facilities and improvements to the betterment of the health, welfare and safety of its inhabitants; and

WHEREAS, the City has decided to induce the Developer to undertake the Project through the use of this Agreement.

NOW, THEREFORE, in consideration of the foregoing and in consideration of the mutual promises and covenants set forth herein, the parties hereby agree as follows:

ARTICLE I

DEFINITIONS

Section 1.1. <u>Definitions</u>.

The terms defined in this Article I shall, for all purposes of this Agreement, have the meanings herein specified, unless the context clearly requires otherwise:

"Act" means chapter 206 of Title 30-A of the Maine Revised Statutes and regulations adopted thereunder, as amended from time to time.

"Agreement" shall mean this Credit Enhancement Agreement between the City and the Developer dated as of the date set forth above, as such may be amended from time to time.

"Captured Assessed Value" means 60% of the increased assessed value within the District to be utilized as authorized in the Development Program.

"CEA Year(s)" shall have the meaning given such term in Section 2.3(a) hereof.

"City" shall have the meaning given such term in the first paragraph hereto.

"City Project Cost Subaccount" means that portion of the Project Cost Account of the Development Program Fund set aside for the City uses as described in the Financial Plan Section of the Development Program and established and maintained pursuant to Article II hereof.

"City Payments" means for each CEA Year the Developer Percentage of the Increased Assessed Value payable in accordance with the terms of this Agreement.

"Commissioner" means the Commissioner of the Maine Department of Economic and Community Development.

"Current Assessed Value" means the then current assessed value of real property within the District as determined by the City Tax Assessor as of April 1 of each Tax Year during the term of this Agreement.

"Department" means the Maine Department of Economic and Community Development.

"Developer" shall have the meaning given such term in the first paragraph hereto.

"Developer Percentage" means fifty percent (50%) of the Captured Assessed Value in each Tax Year on which Property Tax payments are made by the City to the Developer as City Payments under the terms of this Agreement, subject to the limitations set forth herein.

"Developer Project Cost Subaccount" means that portion of the Project Cost Account of the Development Program Fund set aside for the Developer as described in the Financial Plan Section of the Development Program and established and maintained pursuant to Article II hereof

“Developer Property” or “Property” means the approximately 30.61 acres that comprises the District, consisting of one parcel identified on the City’s tax maps as Map 291, Lot 011.

“Development Program” means the development program and financial plan for the District adopted by the City, as amended.

“Development Program Fund” means the Stetson Road Apartments Municipal Development and Tax Increment Financing Development Program Fund described in the Financial Plan section of the Development Program and established and maintained pursuant to Article II hereof and 30-A M.R.S.A § 5227(3)(A).

“District” shall have the meaning given such term in the first recital hereto, which is more specifically comprised of approximately 30.61 acres of real property and identified in Exhibits B, C and D to the Development Program and any future improvements to such real property.

“Financial Plan” means the financial plan described in the “Financial Plan” Section of the Development Program.

“Fiscal Year” means July 1 to June 30 each year or such other fiscal year as the City may from time to time establish.

“Increased Assessed Value” means, for each CEA Year, the amount by which the Current Assessed Value for such year exceeds the Original Assessed Value. If the Current Assessed Value is less than or equal to the Original Assessed Value in any given Tax Year, there is no Increased Assessed Value in the corresponding CEA Year.

“Incremental Property Tax Payments” means all real property tax payments related to the Captured Assessed Value, inclusive of interest thereon and the net proceeds of the redemption or sale of property sold as a result of foreclosure of the lien to the extent of the amount of such lien and interest thereon, in each case to the extent attributable to such levy.

“Original Assessed Value” means $553,400, the taxable assessed value of the real property within the District as of March 31, 2026 (April 1, 2025).

“Project Cost Account” means that portion of the Development Program Fund for the District as defined in the Financial Plan Section of the Development Program and established and maintained according to Title 30-A M.R.S.A. § 5227(3)(A)(1) and Article II hereof.

“Property Tax” means any and all *ad valorem* property taxes levied, charged or assessed against real property located in the District by the City, or on its behalf.

“State” means the State of Maine.

“Tax Increment Revenues” means that portion of all real property taxes assessed and paid within the District to the City in any Tax Year, excluding any state, or special district tax, including any scheduled payments thereof, interest thereon and the net proceeds of the redemption or sale of property sold as a result of foreclosure of the lien to the extent of the amount of such lien and interest thereon, in each case to the extent attributable to such levy.

"Tax Payment Date" means the date(s) on which property taxes levied by the City are due and payable from the owners of property located within the City.

"Tax Year" shall have the meaning given such term in 30-A M.R.S.A. §5222(18), as amended, to wit: April 1 to March 31. Each Tax Year corresponds to a particular Fiscal Year. Each CEA Year occurs during a Fiscal Year.

Section 1.2. Interpretation and Construction.

In this Agreement, unless the context otherwise requires:

(a) The terms "hereby," "hereof," "hereto," "herein," "hereunder" and any similar terms, as used in this Agreement, refer to this Agreement, and the term "hereafter" means after, and the term "heretofore" means before, the date of delivery of this Agreement.

(b) Words importing a particular gender mean and include correlative words of every other gender and words importing the singular number mean and include the plural number and vice versa.

(c) Words importing persons mean and include firms, associations, partnerships (including limited partnerships), trusts, corporations and other legal entities, including public or governmental bodies, as well as any natural persons.

(d) Any headings preceding the texts of the several Articles and Sections of this Agreement, and any table of contents or marginal notes appended to copies hereof, shall be solely for convenience of reference and shall not constitute a part of this Agreement, nor shall they affect its meaning, construction or effect.

(e) All approvals, consents and acceptances required to be given or made by any signatory hereto shall not be withheld unreasonably.

(f) All notices to be given hereunder shall be given in writing and, unless a certain number of days is specified, within a reasonable time.

(g) If any clause, provision or Section of this Agreement shall be ruled invalid by any court of competent jurisdiction, the invalidity of such clause, provision or Section shall not affect any of the remaining provisions hereof.

ARTICLE II
DEVELOPMENT PROGRAM FUND AND FUNDING REQUIREMENTS

Section 2.1. Creation of Development Program Fund.

The City shall create and establish a segregated fund in the name of the City designated as "The Stetson Road Apartments Municipal Development and Tax Increment Financing District Fund" (hereinafter the "Development Program Fund") pursuant to, and in accordance with the terms and conditions of, the Development Program and 30-A M.R.S.A. § 5227(3). The Development Program Fund shall consist of the Project Cost Account that is pledged to and charged with the payment of project costs as outlined in the Financial Plan of the Development Program and as provided in 30-A M.R.S.A. § 5227(3)(A)(1). The Development Program Fund is pledged to and charged with the payment of costs in the manner and priority provided in 30-A M.R.S.A. § 5227(3)(B). The Project Cost Account shall also contain two subaccounts designated as the "Developer Project Cost Subaccount" and the "City Project Cost Subaccount."

Section 2.2. <u>Liens</u>.

The City shall not create any liens, encumbrances or other interests of any nature whatsoever, nor shall it hypothecate the Developer Project Cost Subaccount described in Section 2.1 hereof or any funds therein, other than the interest in favor of the Developer and/or the Trustee hereunder in and to the amounts on deposit.

Section 2.3. <u>Retention of Increment; Deposits into Development Program Fund</u>.

(a) Commencing with the Tax Year beginning April 1, 2026, and for a period not to exceed thirty (30) years, ending June 30, 2056 (each a "CEA Year" and collectively the "CEA Years" herein), the City shall retain at least the Developer Percentage of the Captured Assessed Value within the District for the benefit of the Developer as set forth herein.

(b) For each of the CEA Years, the City shall deposit into the Developer Project Cost Subaccount an amount equal to the Developer Percentage of each Incremental Property Tax Payment paid on Captured Assessed Value, up to a cumulative amount of $4,000,000. Such deposits shall be made by the City within 10 business days after the Property Tax due date at the time in effect; currently due semi-annually on each September 15 and March 15. In the event any such payment allocable to the Developer Percentage of Incremental Property Tax Payments is not timely paid to the City, the City shall deposit such payment (plus any allocable interest) within 10 business days of receipt of such payment.

(c) Notwithstanding anything to the contrary contained herein, all allocations to the Developer Project Cost Subaccount and payments to the Trustee for deposit therein shall cease at the conclusion of the term of this Agreement identified in Section 2.3(a) hereof subject to extension as identified in Section 6.1(a) hereof.

Section 2.4. <u>Use of Monies in Development Program Fund</u>.

All monies in the Development Program Fund that are allocable to and/or deposited in the Developer Project Cost Subaccount shall in all cases be used and applied to fund fully the City's payment obligations to Developer described in Articles II and III hereof. All monies required to be deposited in the Developer Project Cost Subaccount shall be used by the Developer for construction of the Project.

Section 2.5. Monies Held in Trust.

Except as otherwise provided in this Agreement, all monies required to be deposited with or paid into the Developer's Project Cost Sub-Account of the Development Program Fund are to fund payments to the Developer under the provisions hereof and the provisions of the Development Program for the benefit of the Developer in accordance with the provisions of this Agreement.

Section 2.6. Investments.

Monies in the Developer's Project Cost Sub-Account may be invested and reinvested in Qualified Investments as determined by the City. The City shall have discretion regarding the investment of such monies, provided such monies are invested in Qualified Investments. As and when any amounts so invested are needed for disbursements, the City shall cause a sufficient amount of such investments to be sold or otherwise converted into cash to the credit of such account. The City shall have the sole and exclusive right to designate the investments to be sold and to direct the sale or conversion to cash of investments made with monies in the Developer's Project Cost Sub-Account of the Development Program Fund.

Section 2.7. Reporting Obligations.

Developer covenants and agrees to provide the City promptly upon request with all documentation reasonably required by the City to confirm the costs and completion of the projects set forth in Section 2.4.

ARTICLE III
PAYMENT OBLIGATIONS

Section 3.1. Company Payments.

(a) The City agrees to pay Developer all amounts then on deposit in the Company Project Cost Subaccount, on or before thirty (30) days following the Tax Payment Date.

(b) Notwithstanding anything to the contrary contained herein, if, with respect to any Tax Payment Date, any portion of the property taxes assessed against real property located in the District remain unpaid, because of a valuation dispute or otherwise, the City shall be under no obligation to pay Developer's share of the disputed portion of the Tax Increment Revenues to Developer. In such a circumstance, the property taxes actually paid with respect to such Tax Payment Date shall be applied to taxes due on account of Original Assessed Value and, next to Sinking Fund Account as applicable, to the taxes due on account of the allocation of TIF Revenues for the City Project Cost Subaccount, and next to the taxes due in account of the allocation of TIF revenues for the Company Project Cost Subaccount.

Section 3.2. Failure to Make Payment.

(a) In the event the City should fail to, or be unable to, make any of the payments at the time and in the amount required under the foregoing provisions of this Article III including in the event that the amount deposited into Development Program Fund is insufficient to reimburse Developer for the full amount due to Developer under this Agreement the City shall be in breach of the terms hereof, and the amount or installment so unpaid shall continue as a limited obligation of the City, under the terms and conditions hereinafter set forth, until the amount unpaid shall have been fully paid. The Developer shall have the right to initiate and maintain an action to specifically enforce the City's obligations hereunder, subject to the limitations of Section 3.3 below.

Section 3.3. Limited Obligation.

The City's obligations of payment hereunder shall be limited obligations of the City payable solely from Tax Increment Revenues pledged therefor under this Agreement. The City's obligations hereunder shall not constitute a general debt or a general obligation or charge against or pledge of the faith and credit or taxing power of the City, the State of Maine, or of any municipality or political subdivision thereof, but shall be payable solely from that portion of Tax Increment Revenues payable to Developer hereunder, whether or not actually deposited into Company Project Cost Subaccount in the Development Program Fund. This Agreement shall not directly, indirectly or contingently obligate the City, the State of Maine, or any other City or political subdivision to levy or to pledge any form of taxation whatever therefor or to make any appropriation for their payment, excepting the pledge of the Tax Increment Revenues established under this Agreement.

ARTICLE IV
FURTHER INSTRUMENTS AND BOOKS AND RECORDS

Section 4.1. Further Instruments and City Costs.

The City shall, upon the reasonable request of Developer, from time to time execute and deliver such further instruments and take such further action as may be reasonable and as may be required to carry out the provisions of this Agreement; provided, however, that no such instruments or actions shall pledge the credit of the City; and provided further that the cost of executing and delivering such further instruments (including the reasonable and related costs of counsel to the City with respect thereto) shall be borne exclusively by Developer.

Section 4.2. Access to Books and Records.

(a) All non-confidential books, records and documents in the possession of the City relating to the District, the Development Program, this Agreement and the monies, revenues and receipts on deposit or required to be deposited into Development Program Fund shall at all reasonable times and upon reasonable notice be open to inspection by Developer, its agents and employees.

(b) All non-confidential books, records, lease agreements and documents in the possession of Developer relating to the District, the Development Program, this Agreement and the monies, revenues and receipts used from the Development Program Fund shall at all reasonable times and upon reasonable notice be open to inspection by City, its agents and employees.

ARTICLE V
DEFAULTS AND REMEDIES

Section 5.1. <u>Events of Default</u>.

Each of the following events shall constitute and be referred to in this Agreement as an "<u>Event of Default</u>":

(a) Any failure by the City to pay any amounts due to Developer when the same shall become due and payable;

(b) Any failure by the City to make deposits into Development Program Fund, including the Company Project Cost Subaccount, as and when due;

(c) Any failure by the City or Developer to observe and perform in all material respects any covenant, condition, agreement or provision contained herein on the part of the City or Developer to be observed or performed, which failure is not cured within thirty (30) days following written notice thereof;

(d) If a decree or order of a court or agency or supervisory authority having jurisdiction in the premises of the appointment of a conservator or receiver or liquidator of, any insolvency, readjustment of debt, marshaling of assets and liabilities or similar proceedings, or for the winding up or liquidation of the Developer's affairs shall have been entered against the Developer or the Developer shall have consented to the appointment of a conservator or receiver or liquidator in any such proceedings of or relating to the Developer or of or relating to all or substantially all of its property, including without limitation the filing of a voluntary petition in bankruptcy by the Developer or the failure by the Developer to have an involuntary petition in bankruptcy dismissed within a period of ninety (90) consecutive days following its filing or in the event an order for release has been entered under the Bankruptcy Code with respect to the Developer;

(e) If any secured lender of Developer accelerates the indebtedness owed to it;

(f) If any written representation or warranty given to the City by Developer is knowingly incorrect or incomplete in any material respect, other than statements made about or in agreements with the City that were later changed by mutual consent; and

(g) If Developer fails to maintain adequate surety bonding during construction at the levels and terms as may be required from time to time by the Developer's secured lenders and/or

Developer allows mechanics' liens to encumber the Project for a period of more than sixty (60) days.

Section 5.2. <u>Remedies on Default</u>.

Subject to the provisions contained in Section 8.9, whenever any Event of Default described in Section 5.1 hereof shall have occurred and be continuing, the nondefaulting party, following the expiration of any applicable cure period, shall have all rights and remedies available to it at law or in equity, including the rights and remedies available to a secured party under the laws of the State of Maine, and may take whatever action as may be necessary or desirable to collect the amount then due and thereafter to become due, to specifically enforce the performance or observance of any obligations, agreements or covenants of the nondefaulting party under this Agreement and any documents, instruments and agreements contemplated hereby or to enforce any rights or remedies available hereunder.

Section 5.3. <u>Remedies Cumulative</u>.

Subject to the provisions of Section 8.9 below concerning dispute resolution, no remedy herein conferred upon or reserved to any party is intended to be exclusive of any other available remedy or remedies but each and every such remedy shall be cumulative and shall be in addition to every other remedy given under this Agreement or now or hereafter existing at law, in equity or by statute. Delay or omission to exercise any right or power accruing upon any Events of Default to insist upon the strict performance of any of the covenants and agreements herein set forth or to exercise any rights or remedies upon the occurrence of an Event of Default shall not impair any such right or power or be considered or taken as a waiver or relinquishment for the future of the right to insist upon and to enforce, from time to time and as often as may be deemed expedient, by injunction or other appropriate legal or equitable remedy, strict compliance by the parties hereto with all of the covenants and conditions hereof, or of the rights to exercise any such rights or remedies, if such Events of Default be continued or repeated.

ARTICLE VI
EFFECTIVE DATE, TERM AND TERMINATION

Section 6.1. <u>Effective Date and Term</u>.

This Agreement shall become effective upon its execution and delivery by the parties hereto and shall remain in full force from the date hereof and shall expire upon the performance of all obligations on the part of the City and the Developer hereunder or upon any earlier termination as provided in this Agreement.

Upon receipt of such approval, this Agreement shall remain in full force from April 1, 2026 and shall expire June 30, 2056, or sooner upon the payment of all amounts due to Developer hereunder and the performance of all obligations on the part of the City hereunder, unless even sooner terminated pursuant to any other applicable provision of this Agreement.

Section 6.2. <u>Cancellation and Expiration of Term</u>.

At the acceleration, termination or other expiration of this Agreement in accordance with the provisions of this Agreement, the City and Developer shall each execute and deliver such documents and take or cause to be taken such actions as may be necessary to evidence the termination of this Agreement.

ARTICLE VII
ASSIGNMENT AND PLEDGE OF DEVELOPER'S INTEREST

Section 7.1. Pledge and/or Assignment.

The City hereby acknowledges that Developer may pledge, assign and grant a security interest in its right, title and interest in, to and under this Agreement as collateral for financing by a bank or financial institution to Developer for the Project, although no obligation is hereby imposed on Developer to make such assignment or pledge. Recognizing this possibility, the City does hereby consent and agree to the pledge and assignment of and the grant of a security interest in all Developer's right, title and interest in, to and under this Agreement and in, and to the payments to be made to Developer hereunder, to third parties as collateral or security for indebtedness or otherwise, on one or more occasions during the term hereof. The City agrees upon request to execute and deliver any assignments, pledge agreements, consents or other confirmations required by the prospective pledgee or assignee or secured party, including without limitation recognition of the pledgee or assignee or secured party as the holder of all right, title and interest herein and as the payee of amounts due and payable hereunder and any and all such other documentation as shall confirm to such pledgee or assignee or secured party the position of such assignee or pledgee or secured party and the irrevocable and binding nature of this Agreement, and provide to the pledgee or assignee such rights and/or remedies as the parties may reasonably deem necessary for establishment, perfection and protection of its interest herein. Developer shall be responsible for the City's necessary and reasonable costs of counsel with respect to any such pledge or assignment.

Section 7.2. Transfer

Except as specified in Sections 7.1 and 8.1 hereof, Developer shall not transfer or assign any portion of its rights in, to and under this Agreement without the prior written consent of the City, which consent shall not be unreasonably withheld, conditioned or delayed.

ARTICLE VIII
MISCELLANEOUS

Section 8.1. Successors.

In the event of the dissolution, merger or consolidation of the City or Developer, the covenants, stipulations, promises and agreements set forth herein, by or on behalf of or for the benefit of such party shall bind or inure to the benefit of the successors and assigns thereof from time to time and any entity, officer, board, commission, agency or instrumentality to whom or to which any power or duty of such party shall be transferred.

Section 8.2. Parties-in-Interest.

Except as herein otherwise specifically provided, nothing in this Agreement expressed or implied is intended or shall be construed to confer upon any person, firm or corporation other than the City and Developer any right, remedy or claim under or by reason of this Agreement, it being intended that this Agreement shall be for the sole and exclusive benefit of the City and Developer.

Section 8.3. Severability.

In case any one or more of the provisions of this Agreement shall, for any reason, be held to be illegal or invalid, such illegality or invalidity shall not affect any other provision of this Agreement and this Agreement shall be construed and enforced as if such illegal or invalid provision had not been contained herein.

Section 8.4. No Personal Liability.

(a) No covenant, stipulation, obligation or agreement of the City contained herein shall be deemed to be a covenant, stipulation or obligation of any present or future elected or appointed official, officer, agent, servant or employee of the City in his or her individual capacity, and neither the City Council nor any official, officer, employee or agent of the City shall be liable personally with respect to this Agreement or be subject to any personal liability or accountability by reason hereof.

(b) No covenant, stipulation, obligation or agreement of the Developer contained herein shall be deemed to be a covenant, stipulation or obligation of any present or future officer, agent, servant or employee of the Developer in his or her individual capacity, and no officer, employee or agent of the Developer shall be liable personally with respect to this Agreement or be subject to any personal liability or accountability by reason hereof.

Section 8.5. Counterparts.

This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same Agreement.

Section 8.6. Governing Law.

The laws of the State of Maine shall govern the construction and enforcement of this Agreement.

Section 8.7. Amendments.

This Agreement may be amended only with the concurring written consent of both of the parties hereto.

Section 8.8. Integration.

This Agreement completely and fully supersedes all other prior or contemporaneous understandings or agreements, both written and oral, between the City and Developer relating to the specific subject matter of this Agreement and the transactions contemplated hereby.

Section 8.9. Dispute Resolution.

In the event of a dispute regarding this Agreement or the transactions contemplated by it, the parties hereto will use all reasonable efforts to resolve the dispute on an amicable basis. If the dispute is not resolved on that basis within sixty (60) days after one party first brings the dispute to the attention of the other party, then either party may refer the dispute for resolution by one arbitrator mutually agreed to by the parties, and judgment on the award rendered by the arbitrator may be entered in any Maine state court having jurisdiction. Any such arbitration will take place in Auburn, Maine or such other location as mutually agreed by the parties. The parties acknowledge that arbitration shall be the sole mechanism for dispute resolution under this Agreement. Provided however, that in the event the parties are unable to agree, within a reasonable period, on the selection of an arbitrator, either party may file suit to resolve the dispute in any court having jurisdiction within the State of Maine. This arbitration clause shall not bar the City's assessment or collection of property taxes in accordance with law, including by judicial proceedings, including tax lien thereof.

Section 8.10. Records.

The City shall maintain a record demonstrating its calculation of the Increased Assessed Value and Tax Increment Revenues within the District as it relates to deposits to the Development Program Fund pursuant to Article II and payments to the Developer under Article III of this Agreement, and shall provide Developer with a copy of the same upon request.

Section 8.11. Notices.

All notices, certificates, requests, requisitions or other communications by the City or Developer pursuant to this Agreement shall be in writing and shall be sufficiently given and shall be deemed given when mailed by first class mail, postage prepaid, addressed as follows:

If to the City:

Phillip Crowell
City Manager
City of Auburn
60 Court Street
Auburn, ME 04210

With a copy to:

Alyssa C. Tibbetts, Esq.
Tibbetts Law
201 US Route One #302
Scarborough, ME 04074

If to Developer:

Stetson Road Apartments, LLC

With a copy to:

Either of the parties may, by notice given to the other, designate any further or different addresses to which subsequent notices, certificates, requests or other communications shall be sent hereunder.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the City and Developer have caused this Agreement to be executed in their respective corporate names and their respective corporate seals to be hereunto affixed and attested by the duly authorized officers, all as of the date first above written.

WITNESS: CITY OF AUBURN

________________________________ By:________________________________

Name: Phillip L. Crowell, Jr.

Its City Manager Duly Authorized by the City Council on September 8, 2026

WITNESS: STETSON ROAD APARTMENTS, LLC

________________________________ By:____________________________

Name:

Its:

Exhibit N - Municipality TIF Policy

CITY OF AUBURN

TAX INCREMENT FINANCING

&

CREDIT ENHANCEMENT

POLICY

AND

GUIDELINES

The following are the City of Auburn Tax Increment Financing (TIF) Policy and Credit Enhancement Agreement Application Guidelines.

I. Purpose and Introduction

TIF allows municipalities to "shelter" new value resulting from private investment from the calculation of its State subsidies (education and revenue sharing) and County taxes. A municipality's total equalized assessed value is used to calculate General Purpose Aid to Education (subsidy), State Revenue Sharing (subsidy), and County taxes (expense). When a municipality's equalized assessed value increases, State Aid for Education decreases, municipal revenue sharing decreases, and the municipality pays a greater portion of County taxes. Specific municipal shelter benefits for the term of the TIF include: No reduction in State aid for education, no decrease in municipal revenue sharing, and no increase in County taxes (assuming 100% capture).

A Tax Increment Financing District is a tool available to the City of Auburn to promote economic development. TIF enables the City to revitalize and redevelop designated areas and build community and economic growth through public-private partnerships. The TIF District allows the City to capture some or all of the incremental real and/or personal property tax revenues derived from new development or expansion of an existing development and provides a means of financing the economic and community development goals of Auburn as set forth in the Development Program of the District adopted by the City Council and as authorized by state law. The captured tax revenues from a TIF District can be used to finance municipal investments and City infrastructure projects; and can also be used to provide incentive or financing to a private development in the form of an associated Credit Enhancement Agreement (CEA), as authorized by the Development Program of the District and state law.

These guidelines are to provide guidance and outline standards for the development of TIF's and CEA's in the City when utilizing TIF Districts and TIF revenue for the City's development and redevelopment efforts. Notwithstanding compliance with any or all of these guidelines, the creation of a TIF District or authorization of a Credit Enhancement Agreement is a policy decision of the City of Auburn to be evaluated by the City on a case-by-case basis. Adopting this policy or any TIF District does not create a right or entitlement to assistance by any applicant.

II. Eligibility for Assistance

Economic development projects may be eligible for Tax Increment Financing assistance from the City when they meet the following standards:

- Would not occur without City assistance.
- Create or retain employment opportunities.
- Significantly expand the City's tax base by a minimum of $1,000,000.
- Diversify the economy and tax base of the City
- Conform to the quality and types of development the City seeks as outlined in the Comprehensive Plan, Strategic Plan, Downtown Revitalization Plan, Economic Development Action Plan, and Zoning Ordinances.
- Demonstrate a public benefit, such as expanding public infrastructure to service areas beyond the project or creating job opportunities or affordable housing.
- Public benefits from development must outweigh any possible adverse impacts on existing businesses or residents of the City.

The City provides TIF assistance through a Credit Enhancement Agreement that provides developers with reimbursement of a percentage of the property tax revenue paid on the increased assessed value (or incremental value) of their property. Tax revenue on the incremental value returned to the developers under a Credit Enhancement Agreement will not exceed an average of 75% of the incremental taxes over the life of the particular tax increment financing district or the Credit Enhancement Agreement. Further, the City Council may establish a cap on the total incremental taxes to be reimbursed to a developer under a CEA on an annual and/or cumulative basis. The applicant is required to submit all documentation required by the City in consideration of a Credit Enhancement Agreement. A Public Hearing shall be held to receive public comment on a completed CEA application at least ten days prior to a meeting at which the CEA is being considered for approval by the City Council.

Ill. Application Process

The City has established an Application for Tax Increment Financing & Credit Enhancement Agreement. Applications (whether initiated by the City or requested by a developer or business) will be reviewed by the Business and Community Development Department Staff and considered by the City Manager. Applications for a new TIF District or an amendment to an existing TIF District are subject to final approval by the City Council and the Maine Department of Economic and Community Development (DECD). The specific terms of TIF assistance through a CEA will be negotiated between the City and the applicant on a case-by-case basis. The City Manager or the City Manager's designee will negotiate for the City, and all recommendations for TIF assistance shall be based on the merits of the project and compliance with these guidelines. Based on City Council direction and approval, Business and Community Development staff will coordinate all activities regarding applications and will prepare materials as needed. The Director of Business and Community Development will assist the developer through the process. They will monitor ongoing investments in the development project if TIF assistance is granted.

All applicants for TIF assistance must pay a $500 non-refundable application fee at the time of submission. All applicants are required to reimburse the City of Auburn for all legal and administrative costs incurred as a result of the TIF proposal, including the cost of preparing all materials necessary to establish a new TIF District, amend an existing TIF District and draft the Credit Enhancement Agreement. If a Credit Enhancement Agreement is approved, an annual fee equal to 2% of the incremental tax reallocated back to the project will be assessed.

IV. Waiver of Provisions

The City of Auburn reserves the right under certain conditions to waive the provisions of the policy. The decision to do so shall be made by applying the following guidelines to ensure that the project remains within the general parameters of the Auburn Comprehensive Plan and community development vision(s). Criteria to be considered with granting a waiver are:

- Consistency with the Auburn Comprehensive Plan
- Consistency with the Downtown Revitalization Plan
- Consistency with the City's Economic Development Plan
- Consistency with the Development Plan of the TIF District
- Consistency with other local, State, and Federal laws/rules
- Evidence of need, and
- Capacity to carry out the project

V. Mandatory Guidelines

In all instances, applicants for tax increment financing and Credit Enhancement Agreements must demonstrate that the City's participation is economically needed to undertake the project. Such justification is demonstrated by:

- Need to offset infrastructure costs unique to the site
- Need to offset economic advantages available if it should develop a project or expand operations outside of Auburn
- Lack of sufficient funding sources to meet the entire capital investments needed to undertake the project
- The project creates significant new tax value throughout the Downtown District and other areas the City Council deems necessary
- The developer is financially capable of undertaking the project
- The developer is compliant with all statutory and regulatory guidelines of the City of Auburn and the State of Maine

VI. Guidelines that Determine the Level of Municipal Participation

Although the applicants' project need not meet each of the following criteria, the following will be used to determine the City of Auburn's participation level.

- Assists an established business in Auburn, retaining existing employment opportunities
- Creates long-term permanent and quality employment opportunities
- Contributes to the revitalization of the Downtown District or other areas in need of development or redevelopment
- Improves a blighted building site in need of rehabilitation
- Creates public infrastructure facilities that have applications beyond the particular development, road improvements, parking, sidewalks, green space, etc.
- Supports or will support community projects, job training, internships, and programs that assist the under-employed and supports local contractors and suppliers.

VII. Transfer of Ownership

If the applicant transfers ownership of property in the TIF District subject to a CEA to which the applicant is a party, the applicant must notify the City Manager in writing prior to finalizing the transfer. The prospective new owner must agree, in writing, to accept the provisions of the agreement as presented to and approved by the City Council before the City will release any further TIF reimbursements under the CEA. Failure to provide notice of a transfer of ownership by the applicant or for the prospective new owner to accept the terms of the CEA before the transfer shall render the CEA invalid, and no further payments under it shall be authorized.

VIII. Annual Expenditure of TIF Revenues for Municipal Projects

Each year the Director of Business and Community Development will review all proposed TIF Revenue expenditures as part of the City Budget process to ensure compliance with the existing TIFs.

Annual allocations of TIF revenues to fund existing Credit Enhancement Agreement commitments will be factored into the annual review of the use of the available TIF revenues and estimates of proposed Credit Enhancement Agreements will be calculated by the City Assessor and City Treasurer and provided to the City Manager for review and consideration.

City Council Order

IN COUNCIL

ORDERED,

WHEREAS, the City is authorized pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, to adopt a Tax Increment Financing District and Development Program; and

WHEREAS, the City has received a proposal from Stetson Road Apartments, LLC, a related entity of A.R. Building, Inc. of Pennsylvania, for the commercial development of 160 units of rental housing on Tax Map 291, Lot 011 located on Stetson Road within the General Business zoning district; and

WHEREAS, adopting and implementing the proposed District and Development Program will provide opportunities for significant new commercial development within the City and will improve and broaden the tax base and the general economy of the City, the region and the State of Maine; and

WHEREAS, the City has held a public hearing on the proposed Stetson Road Apartments Municipal Development and Tax Increment Financing District #34 (the "District") in accordance with the requirements of 30-A MRSA §5226(1) upon at least ten (10) days prior notice published in a newspaper of general circulation within the City; and,

WHEREAS, the City desires to designate the proposed District and adopt the proposed Development Program as presented to the City Council this day and as has been on file in the City Clerk's Office at City Hall; and

WHEREAS, it is anticipated that the Commissioner of the Maine Department of Economic and Community Development ("DECD") will approve the designation of the District and adoption of the Development Program;

NOW THEREFORE, the City Council hereby Orders as follows:

Section 1. The City Council hereby finds and determines that:

(a) Adoption and implementation of the District and the Development Program will generate substantial economic benefits for the City and its residents, including employment opportunities, broadened and improved tax base and economic stimulus, and therefore constitute a good and valid public purpose and will contribute to the economic growth or well-being of the inhabitants of the City or to the betterment of the health, welfare or safety of the inhabitants of the City; and

City Council Order

(b) The City Council has considered all evidence presented to it with regard to any adverse economic effect on or detriment to any existing business and has found and determined that adoption and implementation of the District and the Development Program will not result in a substantial detriment to any existing business in the City, and any adverse economic effect of the District and the Development Program on any existing business in the City is outweighed by the contributions expected to be made by the projects and improvements described in the District and the Development Program to the economic growth or well-being of the City or to the betterment of the health, welfare or safety of the inhabitants of the City.

Section 2. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City Council hereby designates the City of Auburn Municipal Development and Tax Increment Financing District #34 (the "Stetson Road Apartments Development District") as presented to the City Council.

Section 3. Pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended, the City Council hereby adopts the Development Program for the Stetson Road Apartments Development District in the form presented to the City Council.

Section 4. The foregoing designation of the District and adoption of the Development Program shall automatically become final and shall take full force and effect upon approval of the District and Development Program by the Commissioner of the State of Maine Department of Economic and Community Development (DECD), without requirement of any further action by the City, the City Council, or any other party.

Section 5. Pursuant to the provisions of 30-A M.R.S.A. §5227, the percentage of the Increased Assessed Value to be retained as Captured Assessed Value in the District and the term of said District is confirmed as set forth in the Development Program.

Section 6. The City Manager be and hereby is authorized and directed, on behalf of the City of Auburn, Maine, to submit to the Commissioner of DECD for review and approval, pursuant to the requirements of 30-A M.R.S.A. §5226(2), the application and such other documentation as may be necessary or appropriate for the final approval of this District and the Development Program. The City Manager is further authorized and empowered, at his or her discretion from time to time, to make such technical revisions to the District or the Development Program for the District, or to the scope, cost or description of the public improvements to be financed with the portion of tax increment revenues generated by the District and retained by the City as described in the Development Program, as the City Manager deems reasonably necessary or convenient in order to facilitate the process for review and approval of the District and Development Program by DECD, or for any other reason, so long as such revisions are not

City Council Order

inconsistent with these resolutions or the basic structure and intent of the District and the Development Program.

Section 7. The City Manager be and hereby is authorized, empowered and directed to enter into the agreements contemplated by the Development Program, in the name of and on behalf of the City, such agreements to be in such form and to contain such terms and provisions not inconsistent with the Development Program, as the City Manager may approve, the City Manager's approval to be conclusively evidenced by his or her execution thereof.

This Order shall take effect immediately upon adoption

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026 **ORDER 74-09082026**

Author: Kelsey Earle, Finance Director

Subject: Property Tax Assistance Program – fund carryforward

Information: Council made their intentions clear during budget workshops this spring that helping our senior residents was one of their priorities, and to carry forward the remaining funds from the FY26 Property Tax Assistance Program account into the current year if needed. Based on the number of applicants approved this fiscal year, the $150,000 budgeted would have reduced the maximum payment from $1,000 to $884. With the remaining funds of $24,087 carried forward from FY26 to FY27, the maximum available payment can remain at $1,000.

All unused funds in operating accounts roll into fund balance, and because these payments are not tied to specific vendors or purchase orders, the traditional encumbrance process does not fit. Therefore, to make the remaining Property Tax Assistance Program funding available in FY27, the cleaner approach is a formal budget action in FY27 that appropriates the amount from FY26 that is now part of available fund balance. This will also avoid a potential finding in FY27 audit if selected for inspection.

City Budgetary Impacts: None on operating budget, a net 0 change in fund balance between FY26 and FY27.

Previous Meetings and History: Budget workshops between 3/2/2026 and 5/4/2026.

City Manager Comments: Phillip Crowell Jr.

Attachments: ORDER

ORDER 74-09082026

City Council Order

IN COUNCIL

ORDERED, that the City Council hereby authorizes the Finance Director to reappropriate the remaining amount of $24,087.00 in the Property Tax Assistance Program account in FY26 from fund balance into the Property Tax Assistance Program account in FY27.

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026 **ORDER 75-09082026**

Author: DeCarlo Brown, Director of Planning and Permitting

Subject: Proposed Zoning Ordinance Map Amendment– Pownal Road

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Information: On August 3, 2026, the City Council discussed a request by a property owner to rezone a portion of the Agricultural and Resource Protection District to Low Density Rural Residential. Following a brief discussion on the current and proposed comprehensive plan, the Council requested staff to draft an order(attached) to begin the process of adoption for the Planning Board.

In accordance with Section 60-1445, Zoning Ordinance:

"*Amendments to the zoning ordinance, including the zoning map, may be initiated by the planning board on its own initiative or upon request by the city council or by a petition signed by not less than 25 registered voters of the city*."

The proposed order would constitute a request by the city council.

Section 60-1446 continues:

"Each proposal to change the zoning map shall be made in writing and shall explicitly state the nature, extent, location and purpose of the map change proposed and shall be accompanied by a black line print of a diagram drawn to scale showing and stating clearly the dimensions in feet, the area, metes and bounds of the land proposed for a change and a sketch or other explicit identification of the general location and relationship of such land to some major neighborhood or other recognizable geographic segment of the city. Petitions shall be filed not less than 30 days prior to a regularly scheduled meeting."

Accordingly, staff offers the following information:
Nature and extent – a zoning map amendment rezoning a portion of the city from Agriculture and Resource Protection (AG) to Low Density Rural Residence (RR) in a strip as illustrated in the attached maps.

Location –A southeastern section of Pownal Road to extend a strip of Low Density Rural Residence District approximately 1200 feet southeast toward the City of Auburn Boundary. The zoning district strip is approximately 450 feet wide from the road center line adjusted for property boundaries.

Purpose – To align the designation of the Zoning Map with the goals, policies, and future land use designations established in the Comprehensive Plan, thereby promoting public health, safety, and general welfare, and successfully maintaining a rational, balanced land use pattern across the municipality.

City Budgetary Impacts: None.

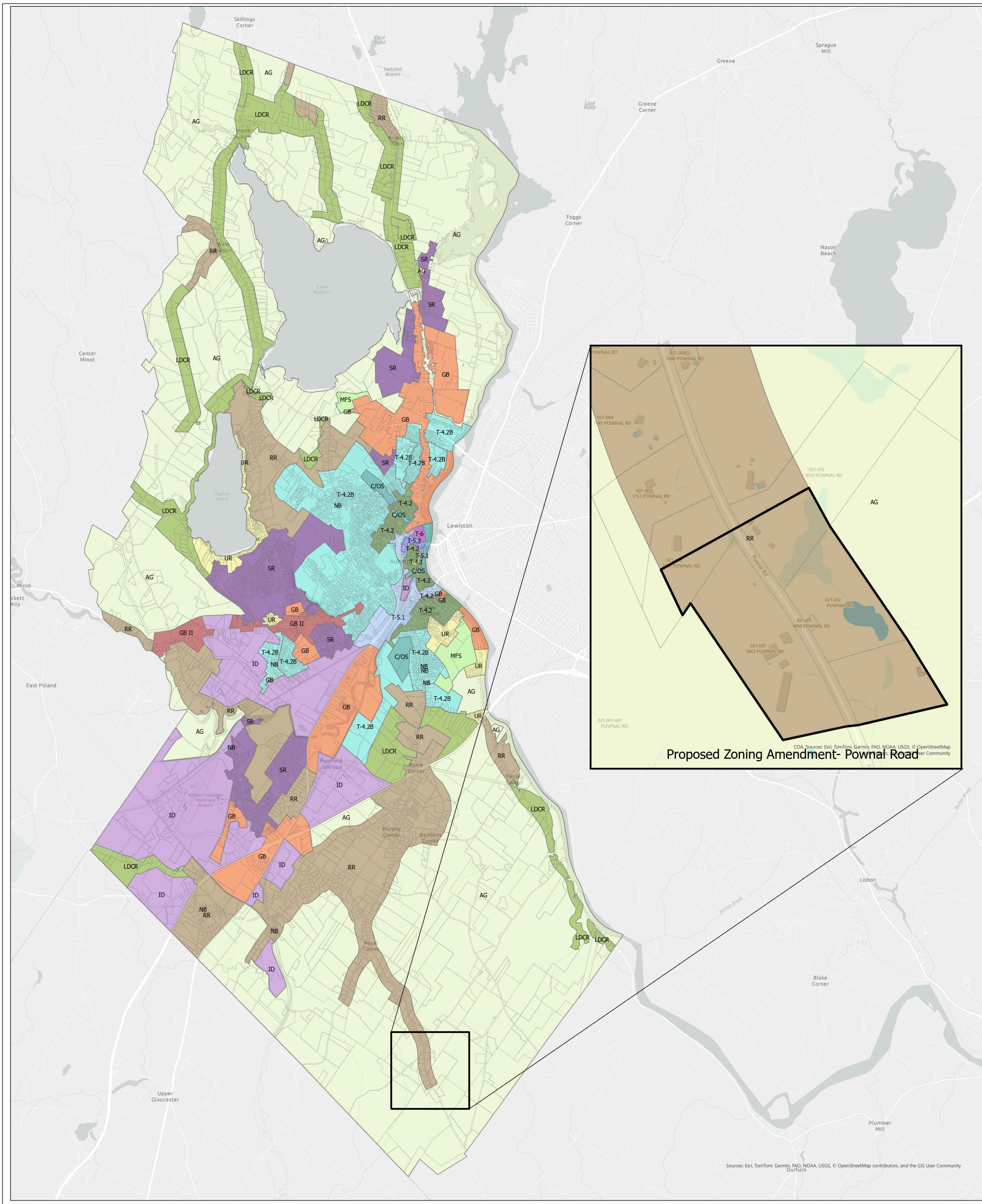
Staff Recommended Action: Approval of the Draft Order to the Planning Board.

Previous Meetings and History: August 3, 2026, City Council Workshop

City Manager Comments:

I concur with the recommendation. Signature: Phillip Crowell Jr.

Attachments: Draft Order, Proposed Zoning Amendment Map (Updated 8/18/2026)



Proposed Zoning Amendment

Pownal Road- August 2026

MAPAUBURN

60 Court Street
Auburn, ME
207.333.6601

Updated: 8/18/2026

Zoning

- AG - AGRICULTURE AND RESOURCE PROTECTION
- C/OS - Conservation / Open Space
- GB - General Business
- GB II - General Business II
- ID - Industrial
- LDCR - Low Density Country Residential
- MFS - Multi-Family Suburban
- NB - Neighborhood Business
- RR - Rural Residential
- SR - Suburban Residential
- T-4.1 - Traditional Mainstreet Neighborhood
- T-4.2 - Traditional Downtown Neighborhood
- T-4.2B - Traditional Neighborhood Development District
- T-5.1 - Downtown Traditional Center
- T-5.2 - Downtown City Center
- T-6 - Great Falls Metropolitan
- UR - Urban Residential
- Parcels

N

0 7,500 Feet

City Council Order

IN CITY COUNCIL

ORDERED, that the City Council direct staff to draft a Zoning Map Amendment consistent with the adopted Comprehensive Plan for consideration by the Planning Board and direct the Planning Board to review a proposed amendment, hold a Public Hearing and forward a recommendation back to the City Council on the following map amendment:

A. **Pownal Road Zoning District Map Amendment** - The adoption of a zoning map amendment along a southeastern section of Pownal Road to extend a strip of Low Density Rural Residence District approximately 1200 feet southeast toward the City of Auburn Boundary. The zoning district strip is approximately 450 feet wide from the road center line adjusted for property boundaries. Considered changes include changing an area of Agriculture and Resource Protection (AG) to Low Density Rural Residence (RR) in a strip as described above.

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026 **ORDER 76-09082026**

Author: Steve Almquist, Deputy Chief of EMS

Subject: Request to use EMS Capital Reserve Funds

Information: **Auburn Fire Department PPAEMA/ DEA Compliance and Self-Sufficient Medication Purchasing**

Background

In 2017, the *Protecting Patient Access to Emergency Medications Act* (PPAEMA) was passed by Congress. This act amended the *Controlled Substance Act of 1970* to be able to address the unique needs of EMS services and their delivery of controlled substances during patient care. In 2026, the DEA began a nationwide process to allow EMS services to register with the DEA. Maine LD 484 (2026) established the pathway for Maine EMS services to register. Registration with the DEA is a pathway to allow for EMS services to purchase, store, and administer controlled substances with the goal of reducing or eliminating diversion.

Historically, most Maine EMS services have received medications, both controlled and non-controlled, through their local hospitals by an exchange program. Locally, CMMC and Saint Mary's Regional Medical Center have jointly suppled EMS services with all medications at no cost, this included Auburn Fire Department. With DEA registration, EMS services will be held to similar levels of compliance for documentation, reporting, and security as hospitals, physicians, and pharmacies. The DEA regulations add a significant administrative layer to both the EMS service and the hospitals dispensing medications. For these reasons, many hospitals in Maine are deciding to stop providing all medications to EMS.

For several months, the Fire Department, local EMS services, and representatives of both hospitals have been meeting regularly to understand the impact of PPAEMA on the local system and how best to support the area's EMS services during this transition. For much of the conversation, the hospital pharmacies identified that they would not being able to continue dispensing controlled substances to EMS services. No specific end date or transition plan had been discussed. Through these conversations, the hospital pharmacies expressed a willingness to continue to support EMS services with non-controlled medications.

During a meeting on August 20th, this tentative plan changed. Prime Health Care (CMMC) announced that they intend to discontinue all medication supplies to EMS services by 12/31/2026. Saint Mary's Regional Medical Center would not be able to support the local EMS system by itself and would most likely follow shortly thereafter. Auburn Fire Department and regional EMS representatives are continuing to meet regularly with CMMC and SMRMC to discuss this issue.

Impact

Without the support of the local hospitals, Auburn Fire Department will need to become self-sufficient with medication purchasing. We will now need to purchase the medications we provide as well as maintain sufficient inventory to replenish items when they are used. This would include the purchasing and storage of medications, complaint medication storage units, and the additional administrative tasks to manage the inventory and maintain compliant record keeping.

Solutions

Medication Purchasing
Auburn Fire Department is currently working with its previously established EMS supply vendors on creating a relationship to purchase the necessary medication inventory. Additionally, it is seeking alternative vendors to act as a primary or secondary source of medications. The Fire Department budget will have to absorb the unbudgeted costs of purchasing medications.

Storage
Maine EMS rules require that all medications are stored in a manner that limits access and that medications stored on an apparatus are in a sealed box or container. The DEA additionally requires that controlled substances are stored in a "substantially constructed" safe. Both regulatory bodies require a level of tracking for receiving, storing, administering, or destroying of medication. Auburn Fire Department will need to purchase compliant medication storages for controlled and non-controlled substances. This would include medications boxes, ambulance safes, station safes, and dispensing machines.

For station storage, medication dispensing machines add a level of compliance and inventory management that simpler methods cannot provide. With a medication dispensing machine, medication access is limited to authorized users and compliant with medication tracking requirements and DEA storage regulations. Real time inventory management additionally allows for accurate ordering to ensure an appropriate supply and reduce over ordering.

The costs associated with equipment to ensure compliant station and apparatus storage of medications, as well as the dispensing systems to maintain compliant documentation and inventory control were unbudgeted. As discussed above, we just became aware that the hospital would no longer provide medications by the end of the year. We request approval to draw from existing EMS Capital reserve funds to purchase the necessary equipment to come into compliance.

City Budgetary Impacts:

Previous Meetings and History: N/A

City Manager Comments: Phillip Crowell Jr.

Attachments:

ORDER 76-09082026

City Council Order

IN COUNCIL

ORDERED, that the City Council hereby authorizes the expenditure of necessary monies from the EMS Capital Reserve Fund for the purpose of purchasing supplies and equipment required to meet DEA regulations for the storage and distribution of medications and controlled substances for EMS, and authorizes the City Manager and/or Finance Director to execute all necessary purchases for compliance procurement.

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026 **ORDER 77-09082026**

Author: Emily F. Carrington, City Clerk

Subject: License Appeal Hearing – Websters Trading Co, 150 Minot Ave

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Information: On July 20, 2026, the City Clerk issued notice of denial of Pawnshop/Pawnbroker and Secondhand Dealer business licenses to Shawn Copeland, owner of Websters Trading Co, located at 150 Minot Ave. Sec. 14-39 of the City's Code of Ordinances outlines the process for appeal. On August 18, 2026, the City Clerk received written notice of appeal from Mr. Copeland. The license appeal hearing has been scheduled for September 8, 2026 before the City Council and notice of the hearing has been sent to the applicant as required. Following the hearing, the City Council may approve any application previously denied by the affirmative vote of five or more members of the Council. The draft order will need to be amended as needed to include the final decision of the Council.

City Budgetary Impacts: None.

Staff Recommended Action: Appeal hearing regarding license denial and passage of ORDER.

Previous Meetings and History: Notice to the Council at 8/3/26 meeting of denied business license

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City Manager Comments:

I concur with the recommendation. Signature: Phillip Crowell Jr.

Attachments: ORDER, business license documents

Sec. 14-38. Grounds and procedure for denial of license applications; exceptions.

(a) Except as otherwise specifically provided in this section, a license under this chapter shall be denied if the council makes a finding that:

(1) The applicant is a corporation that is not licensed to do business in the state;

(2) The applicant is a corporation, of which, at any time during the previous five years, a principal officer, or a person having an actual or beneficial ownership interest or management authority therein has been convicted of (a) any Class A, Class B, or Class C crime, or (b) a crime committed under the laws of the United States of America or of any other state or territory thereof, that is punishable (whether or not such punishment was actually imposed) by a sentence at least as harsh as that that is authorized for the commission of a Class C crime under state law; provided that such conviction was for an offense that is rationally related to the regulation of the business sought to be licensed;

(3) The applicant has been convicted of (a) any Class A, Class B or Class C crime, or (b) a crime committed under the laws of the United States of America or of any other state or territory thereof, that is punishable (whether or not such punishment was actually imposed) by a sentence at least as harsh as that that is authorized for the commission of a Class C crime under Maine law; provided that such conviction was for an offense that is rationally related to the regulation of the business sought to be licensed;

(4) The applicant has had his business license revoked within the five years preceding the date of the application;

(5) The applicant is a corporation, person or other business entity which does or will employ a person (a) who will be substantially in the ownership or management of the business and the employee's business license has been revoked within the five years preceding the application; or (b) who was a principal of any corporation whose business license has been revoked within the five years preceding the application;

(6) The applicant is a corporation, person or other business entity of which any person is a principal who will be substantially involved in the ownership or management of the business and the principal's business license has been revoked within the five years preceding the application;

(7) The proposed licensed premises or its use fails to comply with zoning or other land use ordinances;

(8) The proposed licensed premises or its use fails to comply with any municipal ordinance or regulation;

(9) There exist on or about the premises proposed to be licensed conditions such as waste disposal violations, health or safety violations or other such conditions that unreasonably disturb, interfere with, or affect the ability of persons or businesses residing or located in the vicinity of the licensed premises to use or enjoy their property in a reasonable manner;

(10) The applicant has knowingly furnished false or misleading information on his application.

(b) No license or permit shall be issued by the city clerk or designee following a hearing at which the city council has disapproved any application for such license. In addition, the city clerk or designee shall deny a license or permit to any person whose application was disapproved by any city official whose approval was required.

(c) No license or permit shall be issued to any person who is indebted to the city upon any claim, tax or account that is more than 60 days delinquent. The city treasurer shall be responsible for making available to the city clerk or designee and any other license-issuing officers such information as is essential for compliance with this section.

(d) In case an application is disapproved, the city clerk or designee shall then notify the applicant in writing of such denial and shall refund the fee paid in. The city clerk or designee shall also notify the city council of such action at the next regularly scheduled meeting of the city council.

(e) In the event that the council, in an exercise of its sound discretion, determines that there exist extenuating circumstances with respect to the grounds for denial of a license or that the circumstances giving rise to the denial can be ameliorated by the imposition of conditions or limitations to the grant of a license, the council may, notwithstanding the grounds set forth in this section, grant a license to the applicant upon such conditions as the council in an exercise of its sound discretion deems to be just and appropriate.

(Ord. No. 38-02072011-05, att. §§ 24-36, 24-37, 2-7-2011; Ord. No. 07-12172012, § 24-36, 24-37, 1-7-2013)

City of Auburn, Maine
Emily F. Carrington, City Clerk
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

MEMO FROM THE CITY CLERK - LICENSE APPEAL HEARING - WEBSTERS TRADING CO

On February 12, 2025, Websters Trading Co, 150 Minot Ave, applied for business licenses: Pawnshop/Pawnbroker and Secondhand Dealer. Upon staff review by Code Enforcement, a Notice of Violation was sent to the then property owner of 150 Minot Ave on or about March 24, 2025 informing the owner of several code violations concerning the property (EXHIBIT A). The property owner was given the date of April 25, 2025 to come into compliance. At the same time, outstanding personal property tax was owed, and the license application remained pending while the property violations and tax bills remained outstanding and the city delayed taking legal action.

On June 8, 2026, a new notice of violation was mailed to the property owner and business owner of 150 Minot Ave informing the owner that the business was operating without the required licenses and given the date of July 8, 2026 to come into compliance (EXHIBIT B). A letter requesting an appeal was not received by the deadline, and the business owner was notified via the email address on file (EXHIBIT C). Following the process outlined in the City's Code of Ordinances, Chapter 14, the City Clerk formally denied the business license application and informed the business owner in a letter dated July 20, 2026 (EXHIBIT D).

On August 18, 2026, Mr. Copeland filed a written request to appeal the license denial and enclosed documentation regarding improvement of the property conditions that led to the initial notice of violation (EXHIBIT E). Payment was also made on the outstanding personal property tax, bringing the account current. Mr. Floyd Jenkins, current property owner, is planning to attend the license hearing and speak to the current status of the property.

Sincerely,

Emily F. Carrington
City Clerk
City of Auburn, Maine

EXHIBIT A

City of Auburn, Maine
Office of Permitting & Code Enforcement
Kris Beaudoin, Code Enforcement
Supervisor/Building Inspector/LPI
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

NOTICE OF VIOLATION
CODE-00012-025

March 24, 2025

DT AND DW PROPERTIES INC
C/O DONALD WEBSTER
515 MIDDLE RD
SABATTUS, ME 04280

9489 0090 0027 6269 5794 13

RE: 150 Minot Ave, PID # 230-157

Dear property owner:

It has come to the attention of this office that violation(s) of the Code of Ordinances of the City of Auburn, hereafter referred to as the (Code), exists at:

150 MINOT AVE
AUBURN, ME 04210
PID#: 230157000

Violation: Chapter 12, Section 12-226; MAINTENANCE

- Deterioration of building components were observed at the front and rear of the structure.

Revision: All structures and structural elements shall be maintained structurally sound, in good repair, hazard free and suitable for the intended use.

Violation: Sec. 44-32. - Accumulations of refuse.

- Debris has been allowed to accumulate at the rear of the property.

Revision: No person shall allow any material to collect or lie on property which he owns, occupies or controls in such a manner that it attracts flies, annoys or interferes with the safety, health, comfort or repose of the public, emits odors, or is unsightly or is offensive.

Violation: Sec. 60-1363. - Final approval and filing.

- Modifications to the March 11, 2003 planning board approval have occurred without approval.

Revision: No changes, erasures, modifications, or revisions shall be made in any final plan after approval has been given by the planning board and endorsed in writing on the plan, unless the plan is first resubmitted and the director of planning and permitting or their designee approves any modifications.

Corrective actions:

- **Repair, replace or remove areas of the building where deterioration and structural hazards are present. ***PERMIT(S) REQUIRED*****
- **Remove the trash and debris located at the rear of the property.**
- **Come into compliance with the March 11, 2003, planning board approval.**

Compliance date: April 25, 2025

Therefore, in accordance with the above referenced ordinance requirements, you are hereby ordered to complete the above corrective action by the compliance date given. Your prompt attention to this matter is advised to avoid legal action. It is our sincere desire to work with you in devising an implementation schedule for the correction of these conditions. Please contact this office immediately if circumstances do not permit the timely compliance with this order and abatement of the violations or if you have any questions regarding this matter.

In the event that you do not comply with this order, this office may issue a citation pursuant to Chapter 2, Article VIII of the aforementioned Code. Said citation shall require you to pay a penalty of one hundred and five dollars ($105.00) for the first citation and you will be reordered to abate the outstanding violations in the previous Notices and Orders. In the event that you do not comply with the first citation, additional citations may be issued. The second citation imposes a civil penalty of two hundred and ten dollars ($210.00), the third is four hundred and twenty dollars ($420.00), the fourth and subsequent citations are eight hundred and forty dollars ($840.00), and penalties are cumulative. In the future, if any of the above violations are repeated, you are not entitled to receive any further notification, and this office may serve you with a citation.

In lieu of or in addition to the issuance of citations, this office may initiate a land use complaint pursuant to 30 A M.R.S.A. § 4452 et seq. as amended, and M.R. Civ. P. 80K. A judgment from such a lawsuit in the City's favor will result in a court order that any violations be abated, the imposition of a mandatory fine of between one hundred dollars ($100.00) and two thousand five hundred dollars ($2,500.00) per violation, per day, and the payment of court costs and the City's legal fees.

If you disagree with this Notice of Violations and order, you may appeal to the Auburn Board of Appeals pursuant to 30-A M.R.S. § 2691(4). You must do so within 30 days of the date of this order, pursuant to Section 60-1151 of the City Code, or you will be deemed to have waived your right to appeal. The decisions of timely appeals to the Auburn Board of Appeals may be reviewed by the Superior Court subject to the terms and conditions stated in M.R. Civ. P. 80B. A failure to appeal this Notice of Violation does not preclude you from opposing any further enforcement action the City may pursue against you.

If you have any questions about what you need to do to comply with this Notice and

Order, please contact this office immediately. I can be reached directly at (207)333-6601 Ext.1150

Sincerely,

Kris R. Beaudoin

Kris Beaudoin
Code Compliance Team Leader/Building Inspector/LPI
60 Court Street | Auburn, Maine 04210 | 207.333.6601 X1150
kbeaudoin@auburnmaine.gov

Cc: Eric Cousens, Director of Public Safety

COPY

March 25, 2003

Donald Webster
80 Mill Street
Auburn ME 04210

Dear Mr. Webster:

At the March 11, 2003 meeting of the Auburn Planning Board, the Board voted unanimously to grant your request for a Special Exception to redevelop the former Jimmy's Restaurant property located at 150 Minot Avenue into Webster Trading Company. The Board cited the findings listed in the staff report as reasons for granting the Special Exception. The Board in granting this Special Exception attached the following conditions:

A. The building must meet or exceed current National Fire Protection Association Codes, American Insurance Association Fire Prevention Code and conform to local ordinances and state regulations.

B. This property is currently served with three separate water service entrances. It appears the complex may, at one time, have been three separate buildings. Under current rules and regulations promulgated by the Maine Public Utilities Commission, water customers can only have a single water service entrance. Mr. Lamie of the Auburn Water District stated that he would initiate a discussion with the owner/developer to determine the feasibility of reducing the number of water service entrances.

C. The water service entrance will require the installation of a commercial grade Reducer Pressure Zone (RPZ) backflow preventer.

D. The Engineering Department believes that the existing on-site catch basin is currently not operational/functioning. The basin shall be made to function properly as a condition of this development.

E. The proposed northern most Minot Avenue (one-way) curb-cut should be reduced in width.

F. Handicap access ramps shall be provided at all driveway/curb-cut crossings.

G. The parking lot shall be striped with parking stalls that meet City standards (9' x 18' stalls).

H. The proposed dumpster shall include a solid/screen enclosure.

I. The landscape area along the northern parking lot should be widened and shall include additional landscape materials, similar to what the Planning Board approved with the Jimmy's redevelopment proposal. Whenever possible a ten foot wide (minimum) landscaped area shall be provided. A revised plan shall be submitted for staff review and approval prior to occupancy of the building. All landscaping (as required) shall be installed by the fall of 2003.

J. There shall not be any outside storage or sale of cars or storage of storage boxes and/or containers. The outside storage or sale of any motorized or non-motorized vehicles and trailers, including but not limited to snow mobiles, campers, motorcycles, boats, trailers, all terrain vehicles are limited to designated areas to be shown on the revised plan.

K. All signs shall fully conform to the City's Sign Ordinance.

L. Plan approval is also conditioned upon compliance by the applicant with the plans and specifications which have been received by the Planning Board in connection with the development proposal as well as with any oral commitments regarding the project which were specifically made by the applicant to the Planning Board in the course of its deliberations.

Prior to construction activity, all building and engineering permits must be obtained and all fees paid.

Approval of a site plan/special exception shall expire one year after the date of approval unless all building permits have been obtained to begin construction in accordance with the approved site plan.

EXHIBIT B

City of Auburn, Maine

Planning, Permitting & Code
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

NOTICE OF VIOLATION
CC-00115-026

June 8, 2026

9489 0090 0027 6259 3655 07

DT AND DW PROPERTIES
515 MIDDLE RD
SABATTUS, ME 04280

9489 0090 0027 6259 3655 14

WEBSTER TRADING CO
c/o SHAWN COPELAND
150 MINOT AVE
AUBURN, ME 04210

RE: 150 MINOT AVE, PID # 230-157

Dear property owner:

It has come to the attention of this office that violation(s) of the Code of Ordinances of the City of Auburn, hereafter referred to as the (Code), exist at:

150 MINOT AVE
AUBURN, ME 04210
PID: 230157000

- **Webster Trading Co, located at: 150 Minot Ave is operating without the required licenses, in violation of the following municipal ordinances.**

Violation: Sec. 14-26. Compliance with state and local law and rules required.
Revision: (a)Except as otherwise provided, no person shall engage in any business or activity, nor maintain any equipment or device, for which a license or permit is required, without having first complied with all applicable rules and regulations and having paid the proper fee and obtained a license therefore.
(b)Specifically, all licensees and applicants for licenses are required to comply with state statutes and rules, city ordinances and rules and regulations of city departments which pertain to the business or activity for which a license is desired. State rules include and are not limited to:

Violation: Sec. 14-28. License for each location required.
Revision: A license is required for each place or premises where a business regulated by this chapter, or any part thereof, including storage, is conducted. No licensee shall engage in such business in any manner at any place without first obtaining such license.

Violation: Sec. 14-29. Written application to be on approved form; submitted with appropriate fee.
Revision: Except when otherwise provided by the ordinances of the city, every application for a license shall be made in writing to the city clerk or designee upon a form to be provided by the clerk. Such application shall be signed by the applicant. The proper fee shall be paid to the clerk at the time of filing the application.

Violation: **Sec. 14-41. Display of licenses.**
Revision: Every license shall be kept prominently displayed at the place of business of the licensee named in the license, or, in the case of equipment licenses, the license shall be affixed to such machines or equipment as required to allow such license to be inspected at any time by any proper city official.

Corrective actions: All business operations subject to licensure shall be suspended immediately and shall not resume until all required licenses have been approved and issued by the City of Auburn.

Compliance Date: July 8, 2026

Therefore, in accordance with the above referenced ordinance requirements, you are hereby ordered to complete the above corrective action by the compliance date given. Your prompt attention to this matter is advised to avoid legal action. It is our sincere desire to work with you in devising an implementation schedule for the correction of these conditions. Please contact this office immediately if circumstances do not permit timely compliance with this order and abatement of the violations or if you have any questions regarding this matter.

In the event that you do not comply with this order, this office may issue a citation pursuant to Chapter 2, Article VIII of the aforementioned Code. Said citation shall require you to pay a penalty of one hundred and five dollars ($105.00) for the first citation and you will be reordered to abate the outstanding violations in the previous Notices and Orders. In the event that you do not comply with the first citation, additional citations may be issued. The second citation imposes a civil penalty of two hundred and ten dollars ($210.00), the third is four hundred and twenty dollars ($420.00), the fourth and subsequent citations are eight hundred and forty dollars ($840.00), and penalties are cumulative. In the future, if any of the above violations are repeated, you are not entitled to receive any further notification, and this office may serve you with a citation.

In lieu of or in addition to the issuance of citations, this office may initiate a land use complaint pursuant to 30-A M.R.S.A. § 4452 et seq. as amended, and M.R. Civ. P. 80K. A judgment from such a lawsuit in the City's favor will result in a court order that any violations be abated, the imposition of a mandatory fine of between one-hundred dollars ($100.00) and two-thousand five-hundred dollars ($2,500.00) per violation, per day, and the payment of court costs and the City's legal fees.

If you disagree with this Notice of Violations and order, you may appeal to the Auburn Board of Appeals pursuant to 30-A M.R.S. § 2691(4). You must do so within 30 days of the date of this order, pursuant to Section 60-1151 of the City Code, or you will be deemed to have waived your right to appeal. The decisions of timely appeals to the Auburn Board of Appeals may be reviewed by the Superior Court, subject to the terms and conditions stated in M.R. Civ. P. 80B. A failure to appeal this Notice of Violation does not preclude you from opposing any further enforcement action the City may pursue against you.

If you have any questions about what you need to do to comply with this Notice and Order, please contact this office immediately. I can be reached directly at (207)333-6601 Ext.1160

Sincerely,

Benjamin Westman
Code Compliance Officer

City of Auburn
60 Court Street
Auburn, ME 04210
(207) 333-6601 Ext. 1160
bwestman@auburnmaine.gov

Cc: Kris Beaudoin, Code Supervisor

EXHIBIT C

Kris Beaudoin

From:	Kris Beaudoin
Sent:	Monday, July 20, 2026 2:32 PM
To:	'sharpshot_05@yahoo.com'; websterstrade@aol.com
Cc:	Emily Carrington; Eric Cousens
Subject:	150 Minot Ave.

Good afternoon Shawn,

I'm writing in response to the letter you sent requesting an appeal of the notice of violation for operating a pawnshop/pawn broker/secondhand store at 150 Minot Ave. without a license. I attempted to reach you at 207-795-6402, but I was unable to leave a message.
At this time, I'm not able to approve your appeal request because it does not meet the requirements outlined in Section 60-1151 of the ordinance. You can review that section here:

https://library.municode.com/me/auburn/codes/code_of_ordinances?nodeId=PTIICOOR_CH60ZO_ARTXVBOAP_DIV3APPR_S60-1151PEb

I've spoken with the City Clerk who oversees license approvals, and she will be sending you a license denial letter. That letter will outline the process for appealing the decision and explain the steps you'll need to take. Once you receive it, time will be of the essence, so please feel free to reach out right away if you have any questions about the appeal process.

Best Regards,

Kris Beaudoin
Code Compliance Team Leader/Building Inspector/LPI
60 Court Street | Auburn, Maine 04210 | 207.333.6601 X1150
kbeaudoin@auburnmaine.gov

EXHIBIT D

City of Auburn, Maine
Emily F. Carrington, City Clerk
60 Court Street | Auburn, Maine 04210
www.auburnmaine.gov | 207.333.6601

July 20, 2026

Webster's Trading Co
Attn: Shawn Copeland
116 Bog Road
Leeds, ME 04263

Mr. Shawn Copeland,

This letter is to inform you that the PAWNSHOP/PAWNBROKER and SECONDHAND DEALER business licenses applied for on February 12, 2025 to WEBSTER'S TRADING CO, 150 Minot Avenue, Auburn Maine, have been denied by the city clerk under Section 14-38 of the City of Auburn's Code of Ordinances, specifically:

> (7) The proposed licensed premises or its use fails to comply with zoning or other land use ordinances;
>
> (8) The proposed licensed premises or its use fails to comply with any municipal ordinance or regulation;

Sec. 14-34 requires certification from city officials in order for a business license to be granted.

> (c) The code enforcement officer was not able to certify that the facilities are sanitary and in compliance with the provisions of land use regulations, building standards and codes as well as all state and city rules and regulations for the type of business activities intended to be conducted as of the date of this letter.
>
> (f) The city treasurer was not able to certify that all taxes and any monies due to the city have been paid or are current as of the date of this letter.

This denial comes after a notice of violation was sent on or about March 24, 2025 regarding concerns about the property not being in compliance with code and land use regulations and informing you of the need to have the situation resolved in order for your business license to be renewed by April 25, 2025.

A separate notice of violation was sent on or about June 8, 2026 informing you that the business was operating without the required licenses and giving a correction date of July 8, 2026 to come into compliance. The ongoing property and maintenance issues noted in the notice of violation letter sent in March 2025 were not resolved to satisfaction. In addition, the City is unable to issue the license due to the fact outstanding personal property taxes exist for this business in the amount of $91.11 (2025) and $44.15 (2024), as of the date of this letter.

Per ordinance, a refund will be issued to you for the amount paid for both license fees and notice of this denial will be given to the City Council at their next regularly scheduled meeting (August 3, 2026).

You have a right to appeal this denial, as outlined in Sec. 14-39 of the City's Code of Ordinances, below:

Sec. 14-39. - Appeal.

(a) Except as otherwise provided, appeals shall be made by filing a written notice of appeal with the office of the city clerk or designee within 30 days of the date of any such denial (August 19, 2026) to the council in writing, whereupon a hearing will be scheduled, at which time the applicant shall have the right to be heard. It shall be the duty of the city clerk or designee to notify such applicants who have appealed, of the time and place of the hearing.

(b) Such notice shall be mailed by the city clerk, postage prepaid, to the applicant at the address furnished on the application form at least 48 hours prior to the date set for hearing. The city council may, at that time, approve any application previously denied by the affirmative vote of five or more members of the council.

Sincerely,

Emily F. Carrington
City Clerk
City of Auburn, Maine

Enclosures

EXHIBIT E

August 18, 2026

City Of Auburn
Emily F Carrington, City Clerk
60 Court St
Auburn, ME 04210

RE: 150 Minot Ave, Webster Trading Company- License Appeal

Dear Ms. Carrington,

Please accept this memo as representation of my notice of appeal under Section 14-39. For the record, I also appealed against the June 8th notice to which I have received no reply other than your notice denying my license renewal.

I would also like to state, for the record, the status of the issues that I understand may have been used to justify the denial of my license renewal. (I will also note that in the best interest of all concerned, Mr. Floyd Jenkins has assumed responsibility for the 150 Minot Ave property while the legal transfer of ownership is completed, and he has been working diligently on these matters for some weeks.)

1. A structural engineer has been retained to review the conditions of the structures and in fact conducted a thorough inspection of the buildings. While we await the letter of findings, the engineer did state that there is neither structural compromise nor life safety concerns.
2. The concrete parking curbs have been aligned and painted.
3. Parking lines have been repainted.
4. The Shrubbery installation has been completed.
5. The dumpster enclosure has been constructed.
6. Construction debris at the rear of the building has been removed.
7. Trees and shrubs approaching the railroad tracks have been cut and removed.
8. Outstanding property taxes in the amount of $91.11 and $44.15 have been paid.

Photos are enclosed.

Sincerely,

Shawn Copeland
Websters Trading Co

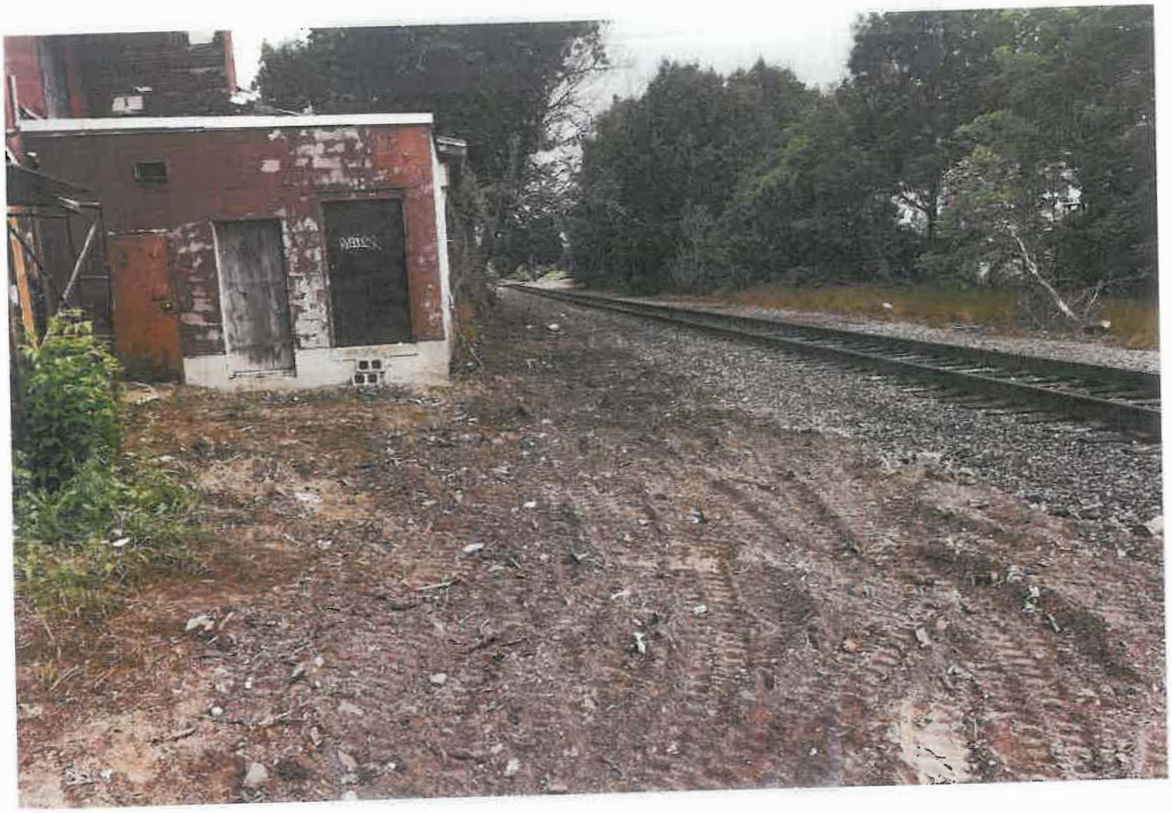
ENCL. ENGNEED CONTRACT

CONCRETE CURBING

PARKING LINES

SHRUBBERY

DUMPSTER ENCLOSURE



DEBRIS REMOVAL

52-7276/2112 5037

Floyd Jenkins
PO Box 2323
Lewiston, ME 04241
(207) 576-1459

DATE 8-18 26

PAY TO THE ORDER OF City of Auburn $ 91 11

NINETY ONE & 11/100 DOLLARS

MAINE COMMUNITY BANK

MEMO 150 MINOT

TAXES PAID REDACTED REDACTED REDACTED

52-7276/2112 5038

Floyd Jenkins
PO Box 2323
Lewiston, ME 04241
(207) 576-1459

DATE 8 18 26

PAY TO THE ORDER OF City of Auburn $ 44 15

Forty Four & 15/100 DOLLARS

MAINE COMMUNITY BANK

MEMO 150 MINOT

TAXES PAID REDACTED REDACTED REDACTED 05038

HELEN WATTS ENGINEERING, PLLC
455 Litchfield Road
Bowdoin, ME 04287
(207) 522-9366 · fax (207) 666-3920
hewatts@pm.me

CLIENT AUTHORIZATION

DATE: August 5, 2026

CLIENT:
Floyd Jenkins
PO Box 2323
Lewiston, ME 04241
catjenkins@msn.com

PROJECT TITLE: 150 Minot Avenue, Auburn, Maine
HCW Project No. 26-059

LUMP SUM FEE: $780.

PROJECT ENGINEER: Helen C. Watts, P.E.

I hereby authorize Helen Watts Engineering PLLC to perform the engineering services as described in the accompanying letter dated August 5, 2026, and guarantee payment of all fees at the inspection. I agree to pay for the services in accordance with the enclosed Standard Terms and Conditions of Helen Watts Engineering PLLC, dated August 2025. I have read and understand the description of services to be provided, any noted limits on those services and the Standard Terms and Conditions.

August 8th
Date

Authorizing Signature
For: Floyd Jenkins

NOTE: Please return a signed copy of this Client Authorization to Helen Watts Engineering PLLC. Thank you.

ORDER 77-09082026

City Council Order

ORDERED, that the Pawnshop/Pawnbroker and Secondhand Dealer business licenses for WEBSTERS TRADING CO, 150 Minot Avenue, be issued by the City Clerk following reapplication and positive recommendation and inspection, as required, from Code Enforcement, Planning, Police and Fire departments.

BE IT FURTHER ORDERED, the following be completed prior to license issuance:

1) The building must be repaired in accordance with the Notice of Violation issued March 24, 2025.

2) The applicant or property owner must either remove all truck rental vehicles from the property or obtain an amendment approval from the Planning Board. This condition is documented in the March 24, 2025 Notice of Violation, citing the Planning Board's March 11, 2003 approval.

3) Licensed activity must cease at the property until all business licenses are issued.

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026

Subject: Executive Session

Information: Pursuant to 1 M.R.S.A. Section 405(6) (D) for discussion of labor contracts and negotiations between Police Command and City of Auburn.

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.

City of Auburn
City Council Information Sheet

Council Workshop or Meeting Date: September 8, 2026

Subject: Executive Session

Information: Pursuant to 1 M.R.S.A. Section 405(6) (A) for discussion of a personnel matter (City Manager's quarterly evaluation) .

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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;

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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.