

**LEWISTON CITY COUNCIL AGENDA
CITY COUNCIL CHAMBERS
MAY 1, 2012**

7:00 p.m. Regular Meeting

Pledge of Allegiance to the Flag.
Moment of Silence.

Update from the Lewiston Youth Advisory Council

Public Comment period - Any member of the public may make comments regarding issues pertaining to Lewiston City Government (maximum time limit is 15 minutes for all comments)

ALL ROLL CALL VOTES FOR THIS MEETING WILL BEGIN WITH THE COUNCILOR OF WARD 2.

CONSENT AGENDA: All items with an asterisk (*) are considered to be 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.

- * 1. Authorization to accept transfer of forfeiture funds.
- * 2. Order Authorizing the City Administrator to submit three New Freedom Grant Applications to the Maine Department of Transportation.
- * 3. Approval of the Election Warrant calling for a Special Municipal Election to be on Tuesday, May 15, 2012 for the School Budget Validation Referendum and Recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct said election.

REGULAR BUSINESS:

- 4. Public Hearing on the renewal application for a Special Amusement Permit for Live Entertainment for the Gridiron Restaurant, 1567 Lisbon Street.
- 5. Public Hearing and Adoption of the Resolve regarding the FY2012 Community Development Block Grant Action Plan Budget for submittal to the U.S. Department of Housing and Urban Development.
- 6. Adoption of Budget Articles on School Funding for the period July 1, 2012 to June 30, 2013.
- 7. Budget Recommendations from the Finance Committee regarding the proposed Fiscal Year 2013 Budget.
- 8. Final Budget Public Hearing for the Fiscal Year 2013 Municipal Budget.
- 9. Resolve approving the Final Adjustments to the Fiscal Year 2013 Municipal Budget.
- 10. Order Authorizing the City Administrator to provide city services and funding for City Non-Profit Organization Activities in accordance with the FY 2013 City Council approved list.
- 11. Resolve authorizing a Two Percent Salary Scale Adjustment for Non-Union employees to become effective January 1, 2013.
- 12. Approval of amendments to the Storm Water Utility Fee Schedule and Credit Policy.
- 13. Adoption of Municipal Budget Appropriation Resolve for Fiscal Year 2013.

14. Resolve approving authorization for expenditures from the Farrar Fund.
15. Reports and Updates
16. Any other City Business Councilors or others may have relating to Lewiston City Government.

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 1

SUBJECT:

Authorization to accept transfer of forfeiture funds.

INFORMATION:

The Lewiston Police Department is requesting that the City Council authorize the acceptance of funds, in the amounts outlined below, as reimbursement for costs associated with assisting in a criminal investigation.

The funds are available to the Lewiston Police Department due to its substantial contribution to the investigation of this or a related criminal case.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

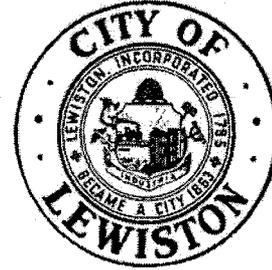
REQUESTED ACTION:

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That pursuant to Title 15, Maine Revised Statutes Annotated, Section 5824(3) and Section 5822(4)(A), the City Council hereby acknowledges and approves of the transfer 40%, less administrative fees, of \$1,893 or any portion thereof, in the case of the US Department of Justice Drug Enforcement Administration vs. Mark Hancock, case reference CE-12-0016, 12-DEA-563252; the transfer 40%, less administrative fees, of \$1,712 or any portion thereof, in the case of the US Department of Justice Drug Enforcement Administration vs. Crystal Macia, case reference CE-12-0016, 12-DEA-563173; and the transfer of 13.33%, less administrative fees, of \$3,300 or any portion thereof, in the case of the US Department of Justice Drug Enforcement Administration vs. Brett Gray, case reference CE-10-0017, 12-DEA-562210. Being funds forfeited pursuant to court process. It is further acknowledged that these funds shall be credited to the 'City of Lewiston Drug Enforcement Program'.



MEMO



Date: April 23, 2012
To: Kelly Mercier, Deputy City Clerk
From: Michael Bussiere, Chief of Police
Re: Forfeiture funds

The following investigations are pending in federal court and upon a favorable final disposition, the funds in the cases listed below will be released to the Lewiston Police Department. Please make the necessary notifications to the City Council that would allow them to address the issue and consent to the acceptance of these funds. Please credit these funds to the Federal Drug Forfeiture Account, number 590-3514050.

| <u>Name</u> | <u>Docket #</u> | <u>Asset ID#</u> | <u>Asset</u> |
|---------------|-----------------|------------------|--|
| Mark Hancock | CE-12-0016 | 12-DEA-563252 | 40% less administrative fees of \$1,893 |
| Crystal Macia | CE-12-0016 | 12-DEA-563173 | 40% less administrative fees of \$1,712 |
| Brett Gray | CE-10-0017 | 12-DEA-562210 | 13.33% less administrative fees of \$3,300 |

LEWISTON CITY COUNCIL
MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 2

SUBJECT:

Order Authorizing the City Administrator to submit three New Freedom Program Grant Applications to the Maine Department of Transportation.

INFORMATION:

The Public Works Director is seeking Council authorization to submit three grant applications to the Maine DOT for their grant program entitled New Freedom Program. The Public Works Department is applying for grants for sidewalk repairs on Park Street and Oak Street, all near the area of the bus station.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

E. J. Billem

REQUESTED ACTION:

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To approve the Order authorizing the City Administrator to submit three New Freedom Program Grant applications to the Maine Department of Transportation.



City of Lewiston Maine

May 1, 2012

ORDER, Authorizing the City Administrator to submit three (3) New Freedom Program Grant Applications to the Maine DOT.

Whereas, the Maine DOT recently announced a New Freedom Program Grant Application to Improve Access to Transit; and

Whereas, the eligibility of projects to be built this year includes:

- Municipality must have year-round fixed-route transit service,
- Project must be on municipal or state-owned property, and
- Project will enhance or improve access for individuals with disabilities to use fixed route transit; and

Whereas, the capital costs of the projects will be 100% funded from Maine DOT resources; and

Whereas, the City developed three sidewalk projects near and adjacent to the Bus Station located near Park St, Oak St and Bates St including:

- \$48,100 Park St Sidewalk (Oak to Ash) to reset sidewalk pavers, 7 handicap accessible ramps and 1 crosswalk,
- \$47,100 Oak St Sidewalk (Park to Bates) to replace 420 LF of sidewalk, 3 handicap accessible ramps and 3 crosswalks,
- \$55,880 Oak St Sidewalk (Blake to Sabattus) to replace 552 LF of sidewalk, 2 handicap accessible ramps and 2 crosswalks; and

Whereas, these projects all meet the eligibility requirements;

Now, therefore, be it Ordered By the City Council of the City of Lewiston that

The City Administrator is Authorized to Submit the three Applications for the New Freedom Program Grants.



Department of Public Works

David A. Jones, P.E.
Director



April 23, 2012

To: City Administrator Ed Barrett
Cc: City Clerk Kathy Montejo

Re: Agenda Item for May 1 City Council Meeting – New Freedom Grant Application

Ed,

Maine DOT recently announced the “New Freedom Program” to Improve Access to Transit (including busses). There were very short timelines to submit letters of intent and a final application. The final application is due to be filed with Maine DOT by May 11th and it requires City Council approval. Construction costs cannot exceed \$50,000 per project and any projects selected by Maine DOT will receive 100% funding (no local share required).

Our Engineering Division developed 3 potential projects to be considered:

1. \$48,100 - Park St Sidewalk (east side Oak St to Ash St). The project includes resetting sidewalk pavers, seven (7) handicap accessible ramps and one (1) crosswalk.
2. \$47,100 – Oak St Sidewalk (north side Park St to Bates St). Project includes replacing 420LF of sidewalk, three (3) handicap accessible ramps and three (3) crosswalks.
3. \$55,880 – Oak St Sidewalk (east side Blake ST to Sabattus St). Project includes replacing 552LF of sidewalk, two (2) handicap accessible ramps and two (2) crosswalks.

More information on the program and the individual projects are included in the attached information.

I prepared a City Council Order authorizing the submission of the applications for these projects and request the Council approve it at their May 1, 2012 meeting such that we can include that in the application.

Sincerely,

A handwritten signature in black ink, appearing to read "David A. Jones".

David A. Jones, P.E.
Director

CC: R. Burnham, K. Gagne, M. Bates



Department of Public Works

David A. Jones, P.E, Director

TO: David A Jones, P.E. Director

FROM: Richard C. Burnham, P.E., City Engineer

DATE: April 11, 2012

SUBJECT: New Freedom Grant Application

Maine DOT is administering a new Federal Transit Administration's New Freedom Program. The intent of the program is to improve handicap access to transit systems.

Part of the application process is to obtain approval from the council to submit the application which is due May 11, 2012.

The projects that are accepted will be completely designed, administered, and funded by the FTA and DOT. The program announcement is attached.

Would you please get this request on the agenda for the Council's May 1st meeting.

AN EQUAL OPPORTUNITY EMPLOYER

The City of Lewiston is an EOE. For more information, please visit our website @ www.ci.lewiston.me.us and click on the Non-Discrimination Policy.

Department of Public Services • 103 Adams Ave • Lewiston, ME • 04240 • Voice Tel. 207-513-3003 • Fax 207-784-5647 •

TTY/TDD 207-513-3007 – www.ci.lewiston.me.us

**Maine Department of Transportation (MaineDOT)
New Freedom Program Announcement**

Improve Access to Transit Application

MaineDOT is pleased to announce that it is now accepting applications for the Federal Transit Administration's (FTA) New Freedom Program. This competitive grant application is open to municipalities that have year-round fixed-route (bus service) transit and a demonstrated need to improve access to transit services for individuals with disabilities on municipal or state-owned property.

This project announcement is a unique collaboration among MaineDOT's New Freedom Program, Quality Community Program, Civil Rights Office and the Traffic Engineering Division to leverage, to the greatest extent possible, state technical assistance and funding to deliver projects at the local level to meet the goals of the New Freedom Program. Projects funded under this program are intended to reduce barriers to transportation services and expand transportation mobility options for individuals with disabilities.

Project Eligibility (projects must be built this year):

The project proposal must meet three basic criteria:

- Municipality must have year-round fixed-route transit service;
- Project site must be on municipal or state-owned property (no right-of-way acquisitions); and
- Project will enhance or improve access for individuals with disabilities to use fixed-route transit. Examples of eligible projects include:
 - ADA accessible ramps
 - Pedestrian signalization such as accessible pedestrian systems, pedestrian countdown heads, pedestrian activated flashing beacons
 - New sidewalks and sidewalk improvements.

Projects must demonstrate that the cost estimate, deliverability and scope of work are practicable.

Deadlines: **March 30th** - Letter of Intent Form must be filed with MaineDOT
 May 11th - Complete application must be filed with MaineDOT

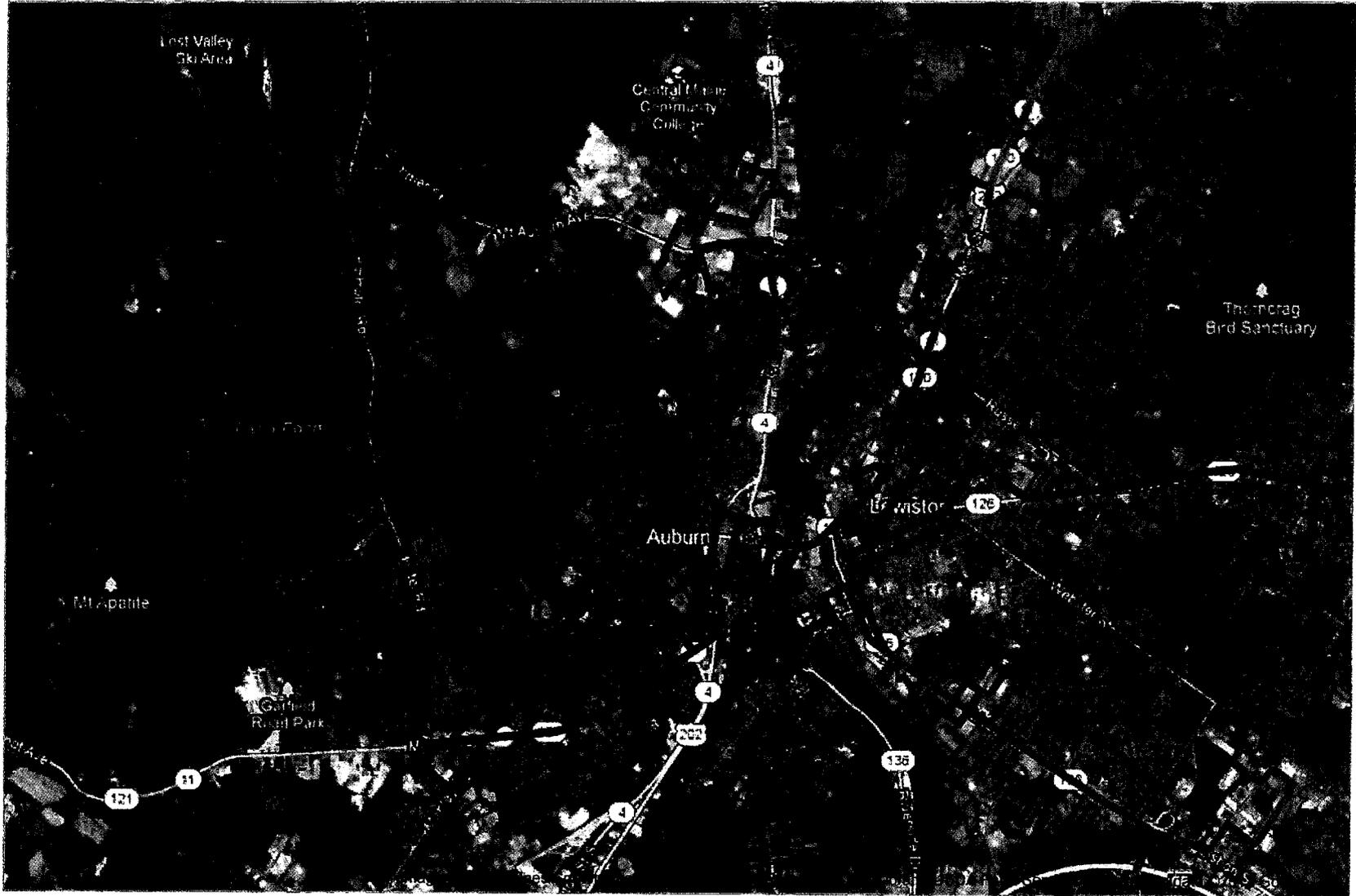
Funding / MaineDOT Resources:

- Capital costs -100% funding for construction costs
 - MaineDOT will administer and manage the construction contracts
 - Total construction costs cannot exceed \$50,000 per project
- Design costs - MaineDOT will administer and manage the design portion of the projects
 - MaineDOT will fund the design costs
- MaineDOT will schedule site visits as needed after Letters of Intent have been filed.

AN EQUAL OPPORTUNITY EMPLOYER

*The City of Lewiston is an EOE. For more information, please visit our website @ www.ci.lewiston.me.us and click on the Non-Discrimination Policy.
Department of Public Services • 103 Adams Ave • Lewiston, ME • 04240 • Voice Tel. 207-513-3003 • Fax 207-784-5647 •
TTY/TDD 207-513-3007 – www.ci.lewiston.me.us*

Google





MaineDOT

Maine Department of Transportation New Freedom Program – Federal Transit Administration Improve Access to Transit Application – February 2012

| |
|-----------------------------------|
| Date Letter of Intent Received |
| (For MaineDOT Use Only) |

Letter of Intent Form

| | | |
|--|--|-------------------|
| Name(s): Richard Burnham | | |
| Title: City Engineer | | |
| Mailing Address: 103 Adams Avenue | | |
| Municipality: Lewiston | State: ME | Zip: 04240 |
| Daytime Phone No.: 207-513-3003 ext.3415 | Email: rburnham@lewistonmaine.gov | |

Please complete the following- Form due to MaineDOT by March 30, 2012

1. Location and Project Scope: Parks Street sidewalk (east side) – Oak to Ash Street. Project includes resetting sidewalk pavers, seven (7) ramps, and one (1) crosswalk.
2. Project Budget for Construction only: **\$ 48,100**
3. Please provide the proposed/actual date of the public, select board, or council meeting to ensure an opportunity for public comment. Municipalities must receive its select board or council approval to enter into a municipal/state agreement prior to May 11, 2012 (Sample agreement attached.)
May 1, 2012

By signing this Letter of Intent the municipality is agreeing to explore the development of a project for submission to the Federal Transit Administration's New Freedom Grant Program for transit related construction projects. MaineDOT will schedule a site review for your Municipality upon receipt of a signed Letter of Intent Form.

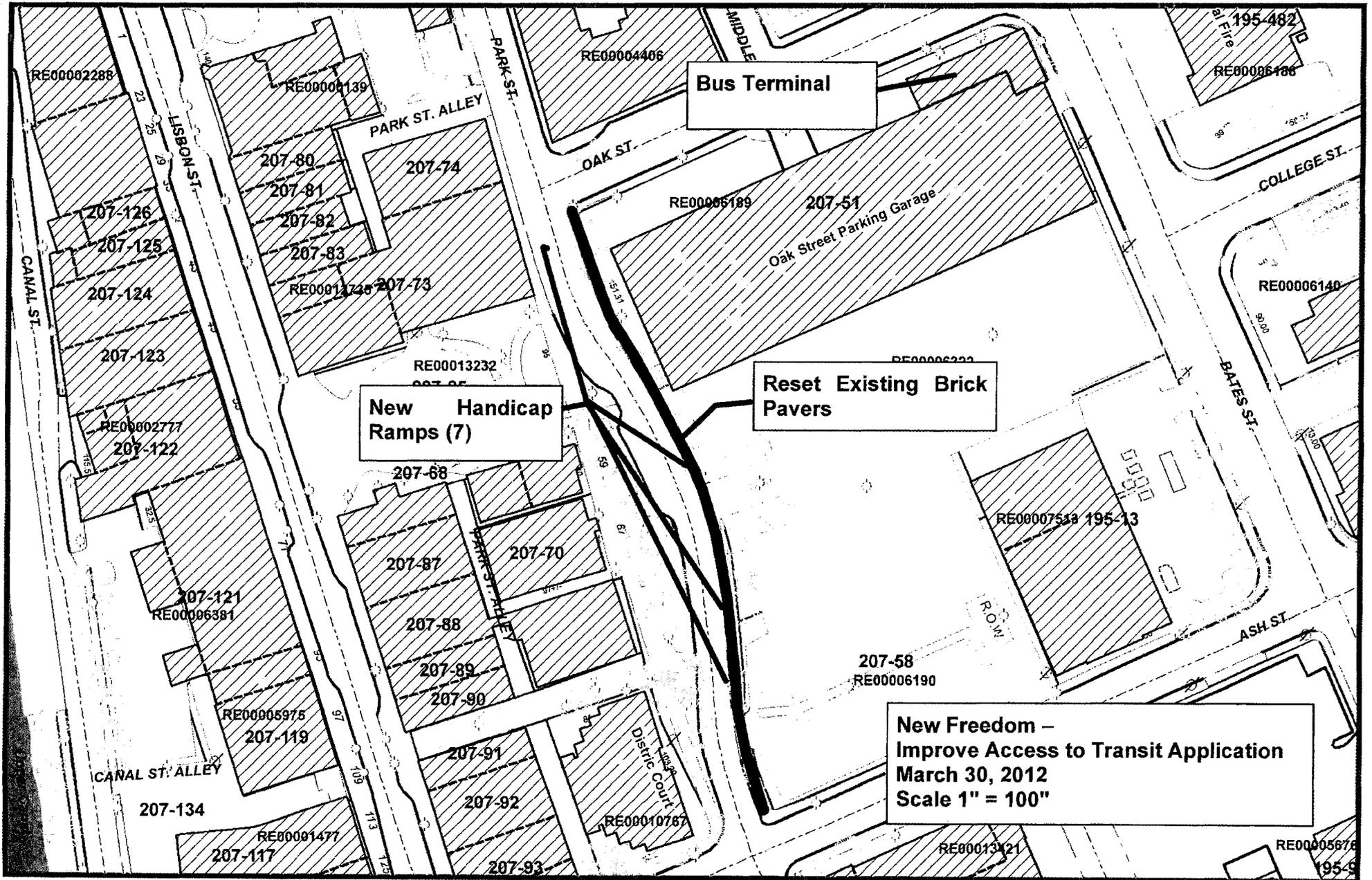
Authorized Signature: Richard C Burnham

Date: 3.30.12

(Name) _____
City Engineer

(Title) _____

Please return this form no later than **4:00 p.m. on March 30, 2012** to Penny Vaillancourt, New Freedom Program Manager, (tel: 207.624.3240) MaineDOT, 16 SHS, Augusta, ME 04330-0016 or email the form as a pdf document to penny.vaillancourt@maine.gov



Bus Terminal

New Handicap Ramps (7)

Reset Existing Brick Pavers

New Freedom -
Improve Access to Transit Application
March 30, 2012
Scale 1" = 100"



MaineDOT

Maine Department of Transportation New Freedom Program – Federal Transit Administration Improve Access to Transit Application – February 2012

Date Letter of Intent
Received

(For MaineDOT Use
Only)

Letter of Intent Form

Name(s): Richard Burnham
Title: City Engineer
Mailing Address: 103 Adams Avenue
Municipality: Lewiston
Daytime Phone No.: 207-513-3003 ext.3415
State: ME
Email: rburnham@lewistonmaine.gov
Zip: 04240

Please complete the following- Form due to MaineDOT by March 30, 2012

1. Location and Project Scope: Oak Street sidewalk (north side) between Park & Bates. Project includes replacing 420' of sidewalk and will include two (3) ramp, three (3) cross walks at middle and Bates (north) and Bates to Blake (east)
2. Project Budget for Construction only: **\$ 47,100**
3. Please provide the proposed/actual date of the public, select board, or council meeting to ensure an opportunity for public comment. Municipalities must receive its select board or council approval to enter into a municipal/state agreement prior to May 11, 2012 (Sample agreement attached.)
May 1, 2012

By signing this Letter of Intent the municipality is agreeing to explore the development of a project for submission to the Federal Transit Administration's New Freedom Grant Program for transit related construction projects. MaineDOT will schedule a site review for your Municipality upon receipt of a signed Letter of Intent Form.

Authorized Signature:

Richard C. Burnham

Date: 3.30.12

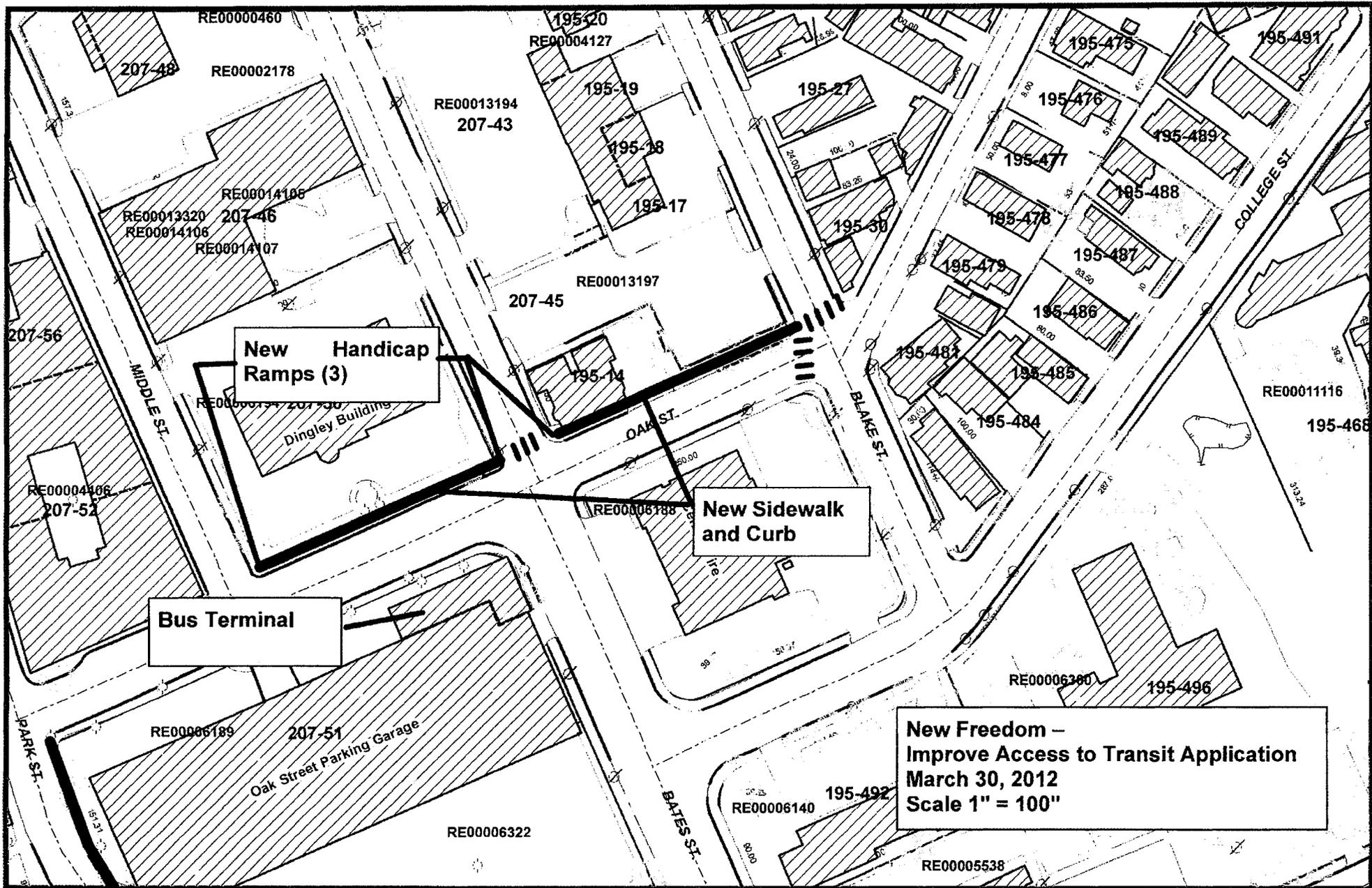
(Name)

RICHARD C. BURNHAM

(Title)

CITY ENGINEER

Please return this form no later than **4:00 p.m. on March 30, 2012** to Penny Vaillancourt, New Freedom Program Manager, (tel: 207.624.3240) MaineDOT, 16 SHS, Augusta, ME 04330-0016 or email the form as a pdf document to penny.vaillancourt@maine.gov



New Handicap Ramps (3)

New Sidewalk and Curb

Bus Terminal

**New Freedom -
Improve Access to Transit Application
March 30, 2012
Scale 1" = 100"**



MaineDOT

Maine Department of Transportation
New Freedom Program – Federal Transit Administration
Improve Access to Transit Application – February 2012

| |
|-----------------------------------|
| Date Letter of Intent Received |
| (For MaineDOT Use Only) |

Letter of Intent Form

| | | |
|--|--|-------------------|
| Name(s): Richard Burnham | | |
| Title: City Engineer | | |
| Mailing Address: 103 Adams Avenue | | |
| Municipality: Lewiston | State: ME | Zip: 04240 |
| Daytime Phone No.: 207-513-3003 ext.3415 | Email: rburnham@lewistonmaine.gov | |

Please complete the following- Form due to MaineDOT by March 30, 2012

1. Location and Project Scope: Oak Street sidewalk (east side) Blake to Sabattus. Project includes replacing 552' of sidewalk, two (2) ramps and two (2) crosswalks.
2. Project Budget for Construction only: **\$ 55,880**
3. Please provide the proposed/actual date of the public, select board, or council meeting to ensure an opportunity for public comment. Municipalities must receive its select board or council approval to enter into a municipal/state agreement prior to May 11, 2012 (Sample agreement attached.)
May 1, 2012

By signing this Letter of Intent the municipality is agreeing to explore the development of a project for submission to the Federal Transit Administration's New Freedom Grant Program for transit related construction projects. MaineDOT will schedule a site review for your Municipality upon receipt of a signed Letter of Intent Form.

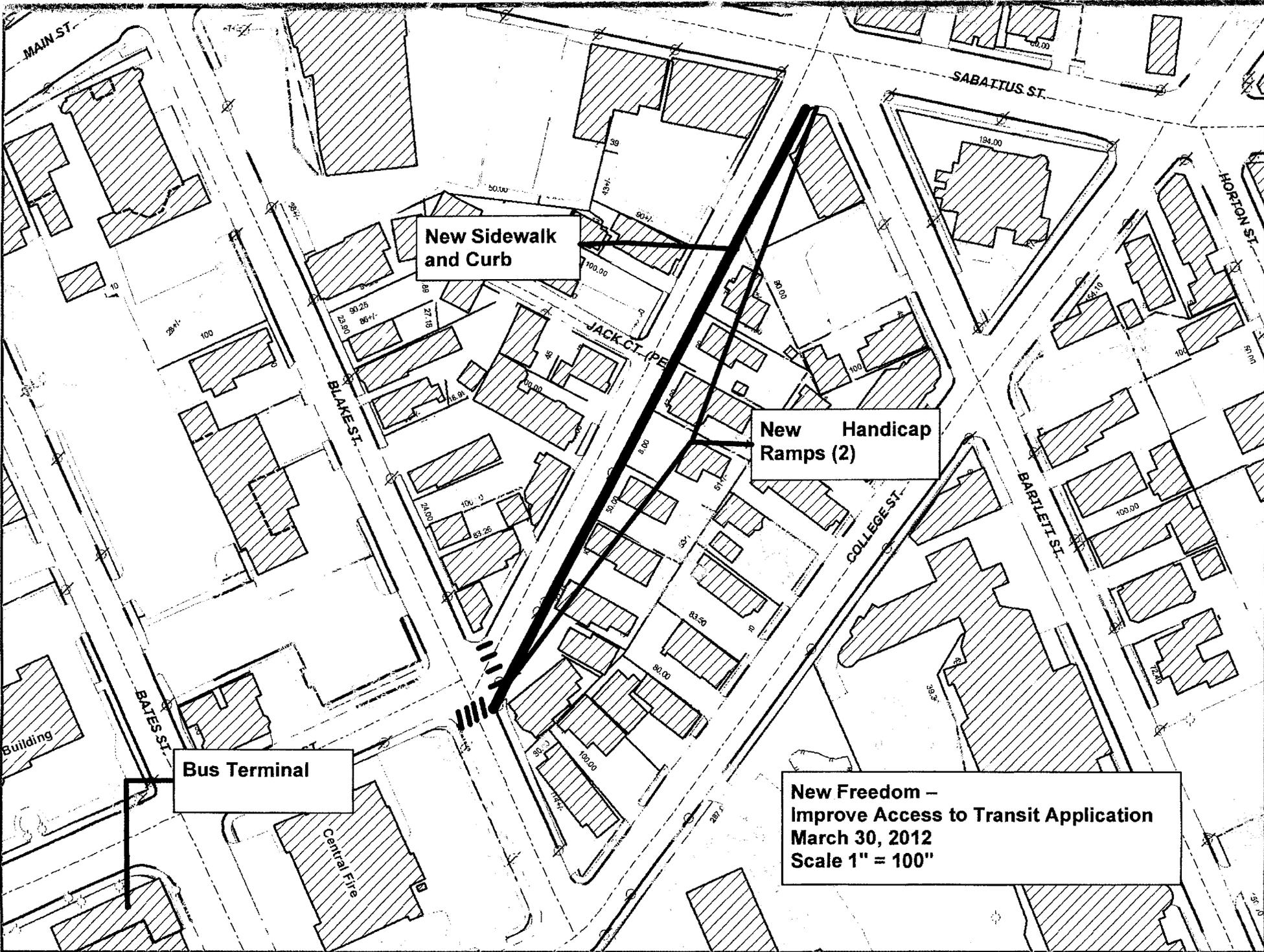
Authorized Signature:
Richard C Burnham

Date: 3.30.12

(Name)
RICHARD C. BURNHAM

(Title)
CITY ENGINEER

Please return this form no later than **4:00 p.m. on March 30, 2012** to Penny Vaillancourt, New Freedom Program Manager, (tel: 207.624.3240) MaineDOT, 16 SHS, Augusta, ME 04330-0016 or email the form as a pdf document to penny.vaillancourt@maine.gov



New Sidewalk and Curb

New Handicap Ramps (2)

Bus Terminal

New Freedom –
Improve Access to Transit Application
March 30, 2012
Scale 1" = 100"

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 3

SUBJECT:

Approval of the Election Warrant calling for a Special Municipal Election to be held on Tuesday, May 15, 2012 for the School Budget Validation Referendum and Recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct said election.

INFORMATION: Under the Maine State Statutes, the municipal officers shall issue an election warrant calling for a municipal election. The City Clerk will be conducting a special city election on May 15, 2012 for the purpose of voting in the School Budget Validation Referendum.

Recommendations on election related issues:

- A. That the hours for acceptance of registrations in person only, prior to the May 15th election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 8:00am to 4:30pm, April 25 through May 14, 2012.
- B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B.
- C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed at the polling place at 7:00am, 6:00pm and any and all remaining shall be processed at 8:00pm, if necessary.
- D. To appoint the City Clerk as the City's Election Warden and the Deputy Registrar of Voters as the City's Ward Clerk, for the May 15 election.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

ETB/kmm

REQUESTED ACTION:

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Be It Ordered by the City Council that the Election Warrant be issued for the Special Municipal Election to be held on Tuesday, May 15, 2012 for the purpose of voting for the School Budget Validation Referendum, and to approve the following recommendations from the City Clerk/Registrar of Voters on actions necessary to conduct the Special Municipal Election:

- A. That the hours for acceptance of registrations in person only, prior to the May 15th election, as required by MRSA Title 21A, sec. 122, 6A(2), be set at 8:00am to 4:30pm, April 25 through May 14, 2012.
- B. That the names of those persons who register during the closed session for registration shall be recorded in accordance with MRSA Title 21A, sec. 122, subsec. 7B.
- C. Pursuant to Title 21A, sec 759(7), absentee ballots will be processed at the polling place at 7:00am, 6:00pm and any and all remaining shall be processed at 8:00pm, if necessary.
- D. To appoint the City Clerk as the City's Election Warden and the Deputy Registrar of Voters as the City's Ward Clerk, for the May 15 election.

WARRANT FOR SPECIAL MUNICIPAL ELECTION
CITY OF LEWISTON

County of Androscoggin, SS.

To Michael Bussiere, a constable of Lewiston, Maine: You are hereby required in the name of the State of Maine to notify the voters of the City of Lewiston of the election described in this warrant.

To all voters of the City of Lewiston: You are hereby notified that a Special Municipal Election in this municipality will be held on Tuesday, May 15, 2012, at the Multi-Purpose Center, 145 Birch Street.

Said election being held for the purpose of voting on the School Budget Validation Referendum.

Ballot Question:

“Do you favor approving the Lewiston School Department budget for the 2012-2013 school year that was adopted at the May 1, 2012 Lewiston City Council budget meeting?”

The polls shall be opened at 7:00 a.m. and closed at 8:00 p.m.. Absentee ballots will be processed at the polls at 7:00 A.M., 6:00 P.M., and 8:00 P.M., if necessary.

Dated at Lewiston, Maine on May 1, 2012.

| | |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
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| _____ | _____ |

ATTEST: _____
Kathleen M. Montejo, MMC
City Clerk

LEWISTON CITY COUNCIL
MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 4

SUBJECT:

Public Hearing on the renewal application for a Special Amusement Permit for Live Entertainment for the Gridiron Restaurant, 1567 Lisbon Street.

INFORMATION:

We have received a renewal application for a Special Amusement Permit for Live Entertainment from the Gridiron Restaurant, 1567 Lisbon Street.

The Police Department has reviewed and approved the application.

There was no reference to the business or property address in the Council Constituent Concern log, as maintained by the Administrator's Office.

The business owner has been notified of the public hearing and requested to attend.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/KCmm

REQUESTED ACTION:

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To grant a Special Amusement Permit for Live Entertainment to the Gridiron Restaurant, 1567 Lisbon Street.

**CITY OF LEWISTON
APPLICATION FOR SPECIAL AMUSEMENT PERMIT**

Date of Application: 4-18-12 Expiration Date: 5-15-2013 License fee: \$116.00

- Class A - restaurants with entertainment, which does not have dancing
 Class B - lounges/bars with entertainment, which does not have dancing
 Class C - either restaurants or lounges/bars with entertainment, including dancing
 Class D - function halls with entertainment, including dancing
 Class E - dance hall or nightclub that admits persons under the age of 21
 Class F - "chem-free" dance hall or nightclub for patrons aged 18 years and older, with no liquor service

Renewal Applicants: Has any or all ownership changed in the 12 months? Yes No

****PLEASE PRINT****

Business Name: GRIOIRON RESTAURANT Business Phone: _____

Location Address: 1567 LISBON ST LEWISTON ME

(If new business, what was formerly in this location: _____)

Mailing Address: 1567 LISBON ST LEWISTON ME 04240

Contact Person: SCHAN MARTIN Home Phone: 212 9327

Owner of Business: SCHAN MARTIN Date of Birth: 7-31-72

Address of Owner: 45 WEST MINNET OVERLOOK DR MINNET ME
04258

Manager of Establishment: SCHAN MARTIN Date of Birth: 7-31-72

Owner of Premises (landlord): KEY BANK

Address of Premises Owner: ONE CITY CENTER PORTLAND ME

Does the issuance of this license directly or indirectly benefit any City employee(s)? Yes No
If yes, list the name(s) of employee(s) and department(s): _____

Have any of the applicants, including the corporation if applicable, ever held a business license with the City of Lewiston? Yes No If yes, please list business name(s) and location(s): GRIOIRON RESTAURANT

Have applicant, partners, associates, or corporate officers ever been arrested, indicted, or convicted for any violation of the law? Yes No If yes, please explain: _____

CORPORATION APPLICANTS: Please attach a list of all principal officers, date of birth & town of residence

Corporation Name: GRADIAN RESTAURANT

Corporation Mailing Address: 45 WEST MINE ST OURLock PA MINIST MEADS

Contact Person: SCHAN MARTIN Phone: 212 9327

Do you permit dancing on premises? ___ Yes No (If yes, you must first obtain a dance hall permit from the State Fire Marshall's Office) If yes, do you permit dancing or entertainment after 1:00 AM? ___ Yes ___ No

What is the distance to the nearest residential dwelling unit both inside and outside the building from where the entertainment will take place? 100 YARDS

Please describe the type of proposed entertainment:

- dancing
- music by DJ
- live band/singers
- stand up comedian
- karaoke
- magician
- piano player
- other, please list _____
- other, please list _____

If new applicant, what is your opening date?: _____

Applicant, by signature below, agrees to abide by all laws, orders, ordinances, rules and regulations governing the above licensee and further agrees that any misstatement of material fact may result in refusal of license or revocation if one has been granted. Applicant agrees that all taxes and accounts pertaining to the premises will be paid prior to issuance of the license.

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto.

I/We hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/We hereby waive any rights to privacy with respect thereto.

Signature: Schan Title: MGR Date: 7-18-12

Printed Name: _____

Sent to Code Enforcement: _____ Need reply by: _____ Approved: _____

Sent to Police & Fire: _____

Hearing Date: _____ Approved by Council: _____ Vote No: _____

MAINE DEPT OF PUBLIC SAFETY

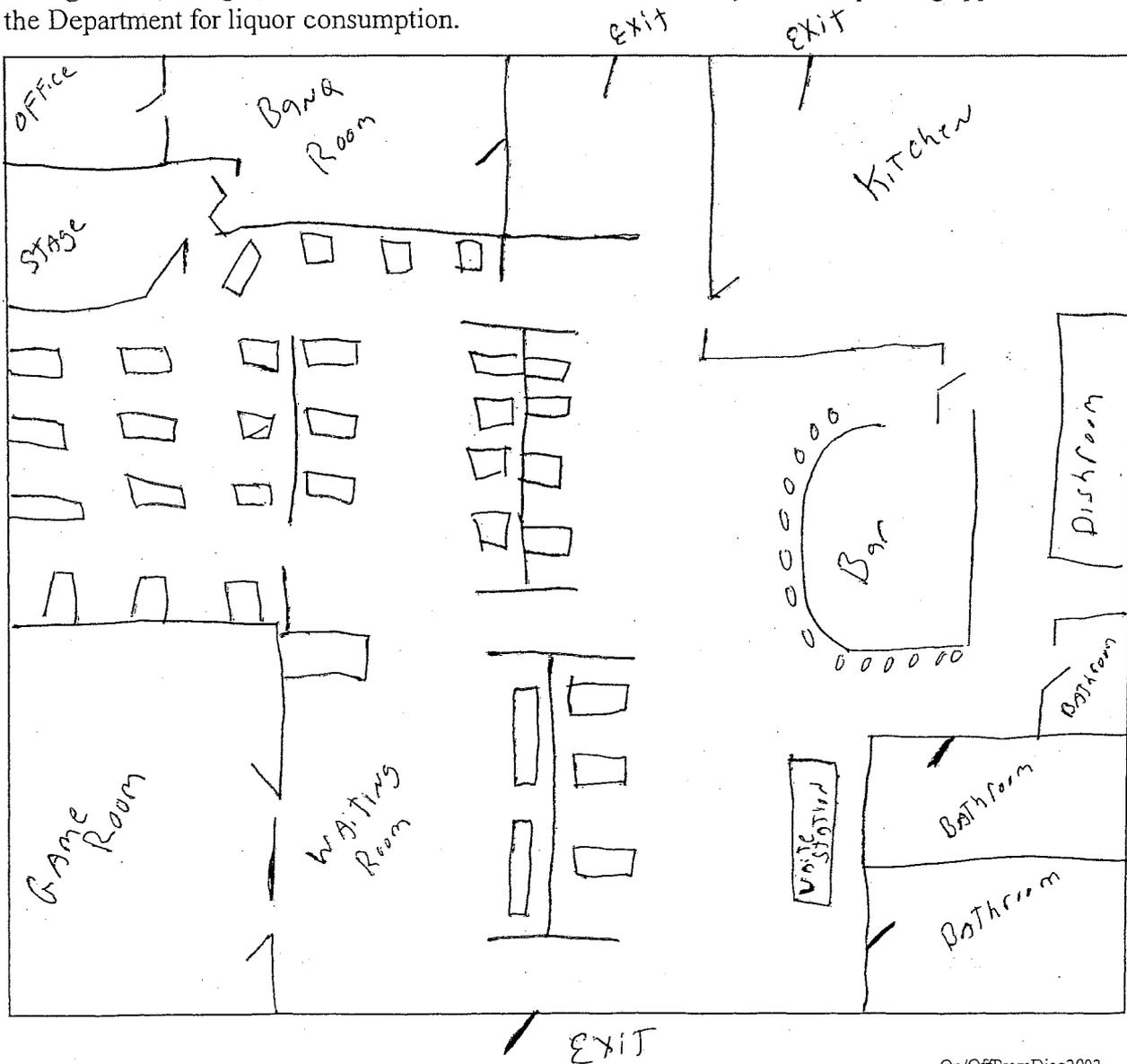
STATE OF MAINE
Liquor Licensing & Inspection Division
164 State House Station
Augusta ME 04333-0164
Tel: (207) 624-7220 Fax: (207) 287-3424



SUPPLEMENTAL APPLICATION FORM ON-PREMISE DIAGRAM

In an effort to clearly define your license premise and the areas that consumption and storage of liquor is allowed, The Liquor Licensing & Inspection Division is requiring all applicants to submit a diagram of the premise to be licensed in addition to a completed license application.

Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including entrances, office area, kitchen, storage areas, dining rooms, lounges, function rooms, decks and all areas that you are requesting approval from the Department for liquor consumption.



CITY OF LEWISTON, MAINE
Department of City Clerk

Supplementary Questionnaire for Corporate Applicants

1. Exact corporate name: Griffin Restaurant

2. Date of incorporation: 4-1-2006

3. State in which you are incorporated: Maine

4. If not a Maine corporation, date corporation was authorized to transact business within the State of Maine: _____

5. List the names, addresses previous 5 years, birth dates, title of all officers, directors, and % of stock owned:

| NAME | ADDRESS PREVIOUS 5 YEARS | BIRTH DATE | % OF STOCK | TITLE |
|---------------|----------------------------------|---------------|---------------|-------|
| Schwan Martin | 45 W. Main St. Lewiston ME 04258 | 7-31-72 | 100 | Pres |
| | | | | |
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| | | | | |
| | | | | |
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6. What is the amount of authorized stock? 100 Outstanding stock? 0

7. Is any principal officer of the corporation a law enforcement official?
No

Dated at Lewiston ME on 4-28-12
City or Town Date

Schwan
SIGNATURE OF DULY AUTHORIZED OFFICER



POLICE DEPARTMENT

Michael J. Bussiere
Chief of Police



TO: Kelly Mercier, Deputy City Clerk

FR: Lt. Adam D. Higgins, Support Services

DT: March 16, 2012

RE: Liquor License/Special Amusement Permit – **Grid Iron Restaurant & Sports Bar**

We have reviewed Liquor License/Special Amusement Permit Application and have no objections to the following establishment;

Grid Iron Restaurant & Sports Bar
1567 Lisbon Street



LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 5

SUBJECT:

Public Hearing and Adoption of the Resolve regarding the FY2012 Community Development Block Grant Action Plan Budget for submittal to the U.S. Department of Housing and Urban Development.

INFORMATION:

During previous Council meetings and workshops, the Council received and considered the recommendations from the CDBG Review Committee regarding the FY12 CDBG budget and Action Plan. At its last workshop on this subject, the Council indicated support for moving the most recent recommendations forward for public hearing and formal consideration. Prior to acting on the plan, a public hearing must be held. Note that HUD requires that this budget be approved a minimum of 45 days prior to the end of the current fiscal year.

The City Council is requested to take the following actions:

- 1) Hear public comments on the proposed budget and Action Plan.
- 2) Adopt the schedule of funds for the Fiscal Year 2012 CDBG budget.
- 3) Authorize submission of the Action Plan to the Department of Housing and Urban Development.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

| | | | | | | | |
|---|---|---|---|---|---|---|---|
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|---|---|---|---|---|---|---|---|

- 1) To conduct a public hearing to receive public comments on the proposed CDBG FY2012 program budget.
- 2) To adopt the Resolve approving the FY2012 Community Development Block Grant Action Plan Budget for submittal to the U.S. Department of Housing and Community Development.



**City of Lewiston Maine
City Council Resolve
May 1, 2012**



Resolve, Approving the FY2012 Community Development Block Grant (CDBG) Action Plan Budget for Submittal to the U.S. Department of Housing and Urban Development (HUD).

Whereas, in accordance with applicable sections of 24 CFR Parts 91 and 570 and the City's Citizen Participation Plan, the City has provided citizens with adequate notice and opportunity to review and comment on its annual Action Plan budget; and

Whereas, the City Council has, on this date, conducted a public hearing and accepted public comments on the proposed Action Plan; and

Whereas, HUD requires that final local acceptance of the CDBG Action Plan budget take effect a minimum of 45 days prior to the end of this fiscal year, which occurs on June 30, 2012;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that

The schedule of funds for the Federal Fiscal Year 2011 (FY11) CDBG budget (Action Plan) is hereby adopted and City staff are hereby authorized to submit the FY2012 Action Plan to the U.S. Department of Housing and Urban Development as adopted.

Be it further Resolved that

The amount of \$8,755, which is the current estimate of the amount the Action Plan is under the projected allocation, shall be carried as a contingency against any shortfall in projected program income. If no such shortfall is experienced, this amount shall be used for property acquisition and demolition.

| | Requested Amount | Recommend Review Com. | Revised Review Com. | Recommend City Council | Requested Amount | Committee Average | % Multiplier | FY2013 Review Com. | FY2013 City Council |
|--|--|--------------------------|------------------------|---------------------------|---------------------|----------------------|-----------------|-----------------------|------------------------|
| PUBLIC SERVICE AGENCIES | FY2012 | FY2012 | FY2012 | FY2012 | FY2013 | SCORE | | Recommend | Recommend |
| Literacy Volunteers | 5,000 | 3,554 | 4,265 | 4,265 | \$5,000 | 92 | 75% | 3,750 | |
| Lewiston Social Services | Included in Administration Cap in FY11 and FY12 | | | | \$86,340 | 90 | 75% | 46,250 | |
| Trinity Jubilee Center-Food Pantry | 5,000 | 3,291 | 3,950 | 3,950 | \$5,000 | 86 | 70% | 3,500 | |
| Trinity Jubilee Center-Warming Center | 15,000 | 8,106 | 11,598 | 11,598 | \$15,000 | 84 | 70% | 10,500 | |
| Western Maine Community Action | 10,000 | 6,629 | 7,954 | 7,954 | \$10,000 | 82 | 70% | 7,000 | |
| Androcoggin Head Start & Child Care | 30,900 | 13,155 | 22,363 | 22,363 | \$30,900 | 80 | 65% | 20,085 | |
| Nutrition Center of ME - Emergency Food Access | 9,000 | 6,300 | 7,560 | 7,560 | \$12,000 | 80 | 65% | 7,800 | |
| Safe Voices (formerly AWAP) | 5,500 | 3,633 | 4,360 | 4,360 | \$5,500 | 79 | 65% | 3,575 | |
| Seniors Plus | 25,000 | 9,875 | 16,788 | 16,788 | \$25,000 | 79 | 65% | 16,250 | |
| Catholic Charities - SEARCH | 2,000 | 1,237 | 1,484 | 1,484 | \$1,800 | 76 | 65% | 1,170 | |
| St. Martin de Porres - Residence | 5,000 | 3,326 | 3,991 | 3,991 | \$5,000 | 76 | 65% | 3,250 | |
| Lewiston Adult Education-work ready training | | | | | \$22,000 | 76 | 65% | 14,300 | |
| Advocates for Children-Maine Families | 10,000 | 6,549 | 7,858 | 7,858 | \$10,000 | 75 | | | |
| Alternate Advantage OutSource Works | 40,000 | 17,543 | 29,823 | 29,823 | \$40,000 | 75 | | | |
| Andro. Home Health - Lew. Home Care | 3,500 | 2,276 | 2,731 | 2,731 | \$3,500 | 72 | | | |
| Sexual Assault Crisis Center | 6,000 | 4,005 | 4,805 | 4,805 | \$7,500 | 72 | | | |
| Tedford Housing-Lew. Supp. Housing | 20,000 | 7,929 | 13,479 | 13,479 | \$20,000 | 72 | | | |
| Catholic Charities - St. Francis Rec. Ctr. | 7,000 | 4,272 | 5,126 | 5,126 | \$7,000 | 70 | | | |
| Community Concepts-BB/Big Sisters | 8,400 | 5,213 | 6,255 | 6,255 | \$14,000 | 65 | | | |
| United Somali Women of Me-life skills training | | | | | \$22,201 | 64 | | | |
| Pathways - Early Learning Center | 8,500 | - | - | - | \$8,500 | 61 | | | |
| Visible Community | 5,000 | 3,248 | 3,898 | 3,898 | \$10,000 | 60 | | | |
| Community Concepts Homebuyer Ed. | 5,000 | - | - | - | \$5,000 | 58 | | | |
| Lewiston Rec.--Multi-Purpose Ctr After School Prog. | 6,500 | 4,257 | 5,108 | 5,108 | \$6,500 | 58 | | | |
| Tri-County Mental Health Services | 25,000 | 8,833 | - | - | \$20,000 | 58 | | | |
| Lewiston Rec.--Drop In Program | 15,500 | 7,801 | 11,161 | 11,161 | \$17,400 | 57 | | | |
| Lewiston Rec.--Summer Playdays | 5,500 | 3,476 | 4,171 | 4,171 | \$6,500 | 57 | | | |
| Lewiston Rec-Camp Smiles | | | | | \$15,000 | 54 | | | |
| SUBTOTAL | 278,300 | 134,506 | 178,728 | 178,728 | \$436,641 | | | \$137,430 | \$0 |
| | | | Projected Cap | | \$163,547 | | | | |
| | Amount under/over projected PS Cap: | | | | (\$273,094) | | | \$ 26,117 | |

| | | | | | | | | | |
|--|---|------------------|------------------|------------------|--------------------|----|------|------------------|------------|
| ECONOMIC DEVELOPMENT | | | | | | | | | |
| Acquisition & Demolition | \$100,000 | \$42,828 | \$100,000 | \$100,000 | \$100,000 | 82 | 100% | \$96,819 | |
| SUBTOTAL | \$100,000 | \$42,828 | \$100,000 | \$100,000 | \$100,000 | | | \$96,819 | \$0 |
| HOUSING REHAB | | | | | | | | | |
| Community Concepts--Partnership to address severely deteriorated homes | \$112,000 | \$75,000 | \$80,928 | \$80,928 | \$100,000 | 63 | | \$0 | |
| Housing Rehab | \$0 | \$0 | \$0 | \$0 | \$100,000 | 77 | 50% | \$37,500 | |
| SUBTOTAL | \$112,000 | \$75,000 | \$80,928 | \$80,928 | \$200,000 | | | \$37,500 | \$0 |
| NEIGHBORHOOD IMPROVEMENTS | | | | | | | | | |
| Walnut Street | | | | | \$480,000 | 72 | 50% | \$240,000 | |
| Nutrition Center of Maine Lots to Gardens/Gardens | 25,000 | 18,466 | 22,113 | 22,113 | \$35,000 | 76 | 65% | \$22,750 | |
| Enhanced Code Enforcement (General) | \$20,000 | \$20,000 | \$20,000 | \$20,000 | \$20,000 | NS | 100% | \$20,000 | |
| Enhanced Code Enforcement (Baril) | \$110,000 | \$110,000 | \$110,000 | \$110,000 | \$45,000 | NS | 100% | \$45,000 | |
| SUBTOTAL | \$155,000 | \$148,466 | \$152,113 | \$152,113 | \$580,000 | | | \$327,750 | \$0 |
| Commercial Rehab | | | | | | | | | |
| Commercial Rehab | \$0 | \$0 | \$0 | \$0 | \$100,000 | 71 | 0% | | |
| SUBTOTAL | \$0 | \$0 | \$0 | \$0 | \$100,000 | | | \$0 | \$0 |
| ADMINISTRATION & PLANNING | | | | | | | | | |
| CD Administration | \$167,537 | \$167,537 | \$167,537 | \$167,537 | \$152,060 | NS | 100% | \$152,060 | |
| SUBTOTAL | \$167,537 | \$167,537 | \$167,537 | \$167,537 | \$152,060 | | | \$152,060 | \$0 |
| | Amount under/over projected Admin Cap: | | | | \$3 | | | | |
| | Amount under/over projected Planning/Admin Cap: | | | | \$66,003 | | | | |
| TOTAL OF ALL PROGRAMS | \$812,837 | \$568,337 | \$679,306 | \$679,306 | \$1,568,701 | | | \$751,559 | \$0 |
| | Amount under/over projected allocation: | | | | (\$808,387) | | | \$8,755 | \$0 |

SOURCES OF FUNDS:

| | | |
|-------------------------------|----|-----------|
| A. FY 13 Allocation (est.): | \$ | \$760,314 |
| Plus CDBG-R Re-allocation | | \$0 |
| Less Rehab Admin: | \$ | \$0 |
| Less CD Admin: | \$ | \$152,060 |
| Total available for programs: | | \$608,254 |

B. FY 11 Program Income Est.

| | |
|------------------------------------|-----------|
| Housing: | \$71,356 |
| Commercial: | \$32,650 |
| DTI: | \$18,673 |
| ESLP: | \$143,406 |
| Total FY11 Program Income Est.: \$ | \$266,084 |

C. FY12 Projected Program Income Est.

| | |
|---------------------------------|-----------|
| Housing: | \$72,000 |
| Commercial: | \$33,000 |
| DTI: | \$10,000 |
| ESLP: | \$215,000 |
| Total FY12 Program Income Est.: | \$330,000 |

***Note: Program Income generated from CDBG Revolving Loan Pools cannot be used to fund other projects.**

It Must be used to recapitalize the loan pools. However, total program income is used when determining the caps set for Administrative Expenses and Public Service Agency funding (CFR 24.200(g)) CFR24.201(e)(1).

Program Income generated by the Economic Stimulus Loan Pool (ESLP), administered by the LAEGC is counted as CDBG program income

Caps:

CD: Administration - (20% of Grant): \$152,063

Public Services -

15% x (Grant + FY10 Program Income): \$163,547

Administration & Planning -

20% x (Grant + Projected FY11 Program Income): \$218,063

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 6

SUBJECT:

Adoption of Budget Articles on School Funding for the period July 1, 2012 to June 30, 2013.

INFORMATION:

In accordance with the School Finance Act, it is requested that the City Council adopt Budget Articles relating to school financing. The Superintendent will be present to address any questions the Councilors may have.

The School Budget Validation Referendum election will be held Tuesday, May 15 at the Multi-Purpose Community Center.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EATB/KMM

REQUESTED ACTION:

| | | | | | | | |
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|---|---|---|---|---|---|---|---|

That the Budget Articles on school funding for the period July 1, 2012 to June 30, 2013, be adopted as recommended by the Lewiston School Committee.

LEWISTON SCHOOL DEPARTMENT BUDGET ARTICLES

EXPENDITURE ARTICLES:

1. To authorize the Lewiston School Committee to expend \$20,579,790 for Regular Instruction for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
2. To authorize the Lewiston School Committee to expend \$12,238,877 for Special Education for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
3. To authorize the Lewiston School Committee to expend \$2,889,065 for Career and Technical Education for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
4. To authorize the Lewiston School Committee to expend \$782,526 for Other Instruction, including Summer School and Extracurricular Instruction for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
5. To authorize the Lewiston School Committee to expend \$3,004,449 for Student and Staff Support for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
6. To authorize the Lewiston School Committee to expend \$1,066,200 for System Administration for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
7. To authorize the Lewiston School Committee to expend \$2,363,426 for School Administration for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
8. To authorize the Lewiston School Committee to expend \$2,519,230 for Transportation and Buses for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
9. To authorize the Lewiston School Committee to expend \$5,303,880 for Facilities Maintenance for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
10. To authorize the Lewiston School Committee to expend \$2,837,424 for Debt Service and Other Commitments for the fiscal year beginning July 1, 2012 and ending June 30, 2013.
11. To authorize the Lewiston School Committee to expend \$300,000 for All Other Expenditures for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

REVENUE ARTICLES:

12. To see what sum the City will appropriate for the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act (Recommend \$54,436,428) and to see what sum the City will raise as the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statutes, Title 20-A, §15688.

Statutory Recommendation - \$17,950,382
School Committee Recommendation \$15,919,904

Explanation: The City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that the City must raise in order to receive the full amount of state dollars. Note: Per PL2009, Chapter 571, the amount recommended by the school committee as the required local share for the FY2012-2013 budget may be no less than 83.14% of the Title 20-A, Section 15688 amount, in order to receive the full amount of State subsidy.

13. To appropriate the sum of \$300,465 for the annual payments on debt service previously approved by the City Council for non-state-funded school construction projects or non-state-funded portions of school construction projects in addition to the funds appropriated as the local share of the City's contribution to the total cost of funding public education from kindergarten to grade 12. *Explanation: Non-state-funded debt service is the amount of money needed to repay the annual payments on Lewiston's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the City Council.*

14. To raise and appropriate the sum of \$0 in additional local funds for school purposes under Maine Revised Statutes, Title 20-A, section 15690.
Explanation: The additional local funds are those locally raised funds over and above the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state-funded debt service that will help achieve the City's budget for educational purposes.

TOTAL SCHOOL OPERATING BUDGET ARTICLE:

15. To authorize the Lewiston School Committee to expend the sum of \$53,884,867 for the fiscal year beginning July 1, 2012 and ending June 30, 2013 from the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

OTHER REVENUES

16. To authorize the Lewiston School Committee to expend additional State, Federal and other funds received during the fiscal year 2012-2013 for school purposes, provided that such additional funds do not require the expenditure of local funds not previously appropriated.
17. To authorize the Lewiston School Committee to accept the categories of funds listed below as provided by the Maine State Legislature.

| <u>CATEGORY</u> | <u>ESTIMATED AMOUNT</u> |
|---|-------------------------|
| Title I A Disadvantaged | \$2,217,708 |
| Title IIA Teacher Quality | \$ 355,778 |
| Title III ELL | \$ 130,410 |
| Local Entitlement, Part 1 School Age and Part 2, Preschool Age | \$1,314,554 |
| Carl D. Perkins Vocational and Applied Technology Education Act of 1990 | \$ 205,281 |
| Adult Basic Education | \$ 100,000 |
| Adult Ed Civics Grant | \$ 34,958 |
| Refugees Impact Grant | <u>\$ 41,944</u> |
| | \$4,400,633 |

ADULT EDUCATION:

18. To appropriate the sum of \$629,897 for adult education for the fiscal year beginning July 1, 2012, and ending June 30, 2013, and to raise the sum of \$420,862 as the local share for adult education, with authorization to expend any additional incidental or miscellaneous receipts in the interest and for the well-being of the adult education program.

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 7

SUBJECT:

Budget Recommendations from the Finance Committee regarding the proposed Fiscal Year 2013 Budget.

INFORMATION:

By City Charter, the Finance Committee annually reviews the proposed municipal budget and sends a recommendation to the City Council regarding the proposed budget. Information is attached regarding their recommendation.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

Per the City Charter, the Finance Committee shall issue their budget recommendations to the City Council.

EATB/kmm

REQUESTED ACTION:

| | | | | | | | |
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|---|---|---|---|---|---|---|---|

To receive and review the recommendation from the Finance Committee regarding the proposed Fiscal Year 2013 Budget.



City of Lewiston Finance Department

Norman Beauparlant, Director of Budget/Purchasing



April 26, 2012

The Honorable Robert Macdonald, Mayor
and Members of the City Council
City Hall
Lewiston, Maine 04240

Dear Mayor and Members of City Council:

At a meeting of the Finance Committee held on Monday, April 23, 2012 the Committee took the following action on the recommendation to the Mayor and City Council in regards to the Fiscal Year 2013 Budget:

On motion of Mr. Michael Marcotte, seconded by Ms. Doreen Christ it was

VOTED:

After careful review of the FY 2013 City Administrator proposed budget, and in light of serious debt issues at all levels of government, it is recommended that the City Council continue their budget deliberations and consider the risks associated with ever increasing levels of debt on a population who's capacity to carry that debt is growing more strained with each passing year.

The City of Lewiston has been experiencing a greater degree of flight by those who can afford, and lack of investment in older housing stock by those who can no longer, due at least in part, to its tax burden which includes a hefty compliment of debt service. It is that debt service, more than its operating expenses, which puts Lewiston on a precarious path.

VOTE: 4-0

Sincerely,

A handwritten signature in black ink that reads "Norman Beauparlant". The signature is written in a cursive style and extends across the width of the page.

Norman J. Beauparlant, Clerk
Finance Committee

NJB/syt

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 8

SUBJECT:

Final Budget Public Hearing for the Fiscal Year 2013 Municipal Budget.

INFORMATION:

The City Council schedules and conducts two public hearings regarding the budget to receive citizen input. An initial public hearing is held earlier in the budget review process and a final public hearing is held at the end of the budget review process, prior to the final budget approval.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

This public hearing is part of the budget process to receive citizen input.

EAB/kmm

REQUESTED ACTION:

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To conduct a final budget public hearing to receive citizen input and communication regarding the proposed Fiscal Year 2013 Municipal budget.

DISPLAY AD

**CITY OF LEWISTON
FINAL BUDGET PUBLIC HEARING**

Notice is hereby given in accordance with Article VI, Section 6.06(a) of the City Charter of a Public Hearing on the Budget for Fiscal Year 2013.

All citizens are invited to attend and provide the City Council with written and/or oral comments and ask questions concerning the City's entire proposed budget.

**HEARING DATE: Tuesday, May 1, 2012
TIME: 7:00pm
LOCATION: City Council Chambers - City Building
PROPOSED BUDGET - FISCAL YEAR 2013**

A copy of the proposed budget may be inspected at the City Clerk's Department in City Hall, or at the Lewiston Public Library on Lisbon Street during regular working hours, as well as on the City's website at www.lewistonmaine.gov The City of Lewiston is an EOE.

Kathleen M. Montejo, MMC
City Clerk

Display Ad – Saturday, April 28, 2012

TO: Advertising Department 784-3062 fax
FROM: City Clerk's Office 777-4621 fax

Please bill the City Clerk's office account. Thank you.

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 9

SUBJECT:

Resolve approving the Final Adjustments to the Fiscal Year 2013 Municipal Budget.

INFORMATION:

Prior to final budget adoption, the Council must review and approve all adjustments to the proposed budget. The attached listing represents adjustments that the Council has already reviewed and discussed during budget workshops. The City Administrator and the Finance Director will be available to answer questions regarding the proposed budget adjustments.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The budget adjustments are presented to Council to provide various budget alternatives.

ASB/Kmm

REQUESTED ACTION:

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | M |
|---|---|---|---|---|---|---|---|

To adopt the Resolve approving the final adjustments to the Fiscal Year 2013 Municipal Budget.



**City of Lewiston Maine
City Council Resolve
May 1, 2012**

RESOLVE, Approving the Final Adjustments to the Fiscal Year 2013 Municipal Budget

Whereas, in accordance with the Charter, the City Administrator presented his proposed Fiscal Year 2013 budget to the City Council on March 29, 2012; and

Whereas, since then, the City Council has met on numerous occasions to review the various departmental budgets and to discuss changes to the Administrator's proposal; and

Whereas, throughout this process, the City Council has shown support for certain changes and adjustments affecting both the revenue and expenditure budgets; and

Whereas, the overall goals of this effort were to maintain essential public services while reducing the impact of the budget on the taxpayers of the City of Lewiston; and

Whereas, the following summary represents the results of this effort;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that the following Final Budget Adjustments Summary for Fiscal Year 2013, is hereby approved:

Revenues:

| | | | | |
|---|-------|---------|-------------------------------|-----------|
| 1 | 41410 | 3215000 | Taxi Licenses | 1,000 |
| 2 | 41410 | 3221500 | Canine Registration | 1,500 |
| 3 | 41510 | 3352000 | Revenue Sharing | 50,000 |
| 4 | 41520 | 3722000 | Sale of Surplus Property | 5,000 |
| 5 | 41550 | 3161000 | Excise Tax | 10,000 |
| 6 | 41550 | 3351500 | State Exemption Reimbursement | 500 |
| 7 | 44210 | 3342000 | GA Reimbursement | (299,430) |

Expenditures:

| | | | | |
|---|-------|---------|------------------------|---------|
| 8 | 41310 | 4015000 | CAttorney - Legal Fees | (7,000) |
|---|-------|---------|------------------------|---------|

The City of Lewiston is an EOE. For more information, please visit our website @ www.ci.lewiston.me.us and click on the Non-Discrimination Policy.

| | | | | |
|----|-------|---------|-------------------------------------|-----------|
| 9 | 41920 | 4058000 | VBureau - Buildings | (3,000) |
| 10 | 42120 | 4011000 | CID - Salaries | (7,320) |
| 11 | 42130 | 4011000 | Patrol - Salaries | (3,450) |
| 12 | 42130 | 4051000 | Patrol - Vehicles | (19,400) |
| 13 | 42160 | 4011000 | Staff Services - Salaries | (1,560) |
| 14 | 42220 | 4051000 | FFighting - Vehicles | (4,240) |
| 15 | 42220 | 4052500 | FFighting - Public Safety Equip. | (8,000) |
| 16 | 42290 | 4027500 | FStations - Repairs to Buildings | (2,000) |
| 17 | 42410 | 4011000 | Code Enf. - Salaries | (20,000) |
| 18 | 43310 | 4038500 | Highway - Construction Materials | (1,500) |
| 19 | 43310 | 4038800 | Highway - Tarring Materials | (1,000) |
| 20 | 43310 | 4057000 | Highway - Other Betterments | (31,000) |
| 21 | 43310 | 4057001 | Highway - Other Bet - Resurfacing | (146,000) |
| 22 | 43380 | 4057000 | Street Lighting - Other Betterments | (32,500) |
| 23 | 43810 | 4026500 | MGarage - Repairs to Vehicles | (3,000) |
| 24 | 43810 | 4027000 | MGarage - Repairs to Equipment | (8,000) |
| 25 | 43810 | 4052000 | MGarage - Shop Equipment | (8,900) |
| 26 | 44250 | 4041000 | Social Services - Rent | (280,350) |
| 27 | 45190 | 4058000 | Armory - Buildings | (14,500) |
| 28 | 45520 | 4012500 | Library - Temporary Wages | 1,545 |
| 29 | 45590 | 4058000 | Library - Buildings | (5,660) |
| 30 | 48120 | 4049000 | Intergov. - Transit Contribution | 11,455 |
| 31 | 48130 | 4043000 | Intergov. - 911 Contribution | (2,350) |
| 32 | 49110 | 4023200 | Private & Parochial - Trans. | 61,250 |
| 33 | 49210 | 4046004 | Insurances - MMEHT Ins | (31,875) |
| 34 | 49310 | 4044001 | Retirement - MEPERS | (825) |
| 35 | 49310 | 4044500 | Retirement - FICA | (120) |
| 36 | 49410 | 4046500 | Unemployment Compensation | (5,000) |
| 37 | 49510 | 4043000 | Municipal Dues & Donations | 3,630 |
| 38 | 49810 | 4049000 | Contingency | (5,000) |

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 10

SUBJECT:

Order Authorizing the City Administrator to provide city services and funding for City Non-Profit Organization Activities in accordance with the FY2013 City Council approved list.

INFORMATION:

The City Council has received and reviewed the list of requested donations and in-kind support from various non-profit agencies. This agenda item is to approve the City Administrator's recommendations for city support regarding a monetary donation as well as an in-kind donation for the upcoming programs and events. In-kind donations include city support such as overtime costs for Public Works and Police Department staff as well as a waiver of fees and use of city equipment such as jersey barriers, snow fencing, trash cans and so forth.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/KMM

REQUESTED ACTION:

| | | | | | | | |
|---|---|---|---|---|---|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 | M |
|---|---|---|---|---|---|---|---|

To approve the Order authorizing the City Administrator to provide city services and funding for City Non-Profit Organization Activities in accordance with the FY2013 City Council approved list.



City of Lewiston, Maine
City Council Order
May 1, 2012



ORDER, Authorizing the City Administrator to Provide City Services and Funding for City Non-Profit Organization Activities in Accordance with the FY 2013 City Council approved List.

Whereas, the City of Lewiston has a history of providing support services and limited cash contributions for a variety of activities that will enhance our city's quality-of-life and provide certain non-profit organizations a source of revenue to support programming available to eligible Lewiston residents; and

Whereas, the organizations who will receive FY 2013 city support have complied with the application requirements set forth in the "Charitable Organization Support Policy;" and

Whereas, requests for such City support have been reviewed by the City Council as a part of the FY 2013 budget process;

Now, therefore, be it Ordered by the City Council of the City of Lewiston that

the City Administrator is authorized to direct city departments to provide applicable city support services and to issue cash payments outlined in the attached "Lewiston Charitable Donations – Summary of Requests for FY 2013", subject to any amendments approved by the City Council, which is hereby adopted and approved.

LEWISTON CHARITABLE DONATIONS - Summary of requests for FY2012

| | Cash Requests | Other In-Kind Requests | OT InKindCosts | Total In-Kind | TOTAL REQUESTED | ADMIN CASH RECOM | ADMIN IN-KIND RECOM | ADMIN TOT RECOM |
|---|---------------------|------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| Liberty Festival (1) | \$ 10,000.00 | incomplete | incomplete | \$ - | \$ 10,000.00 | \$ 8,600.00 | \$ 5,311.00 | \$ 13,911.00 |
| Franco Center | n/a | n/a | n/a | \$ - | \$ - | \$ - | \$ - | \$ - |
| L-A Vets Council(Mem/Vets/Flag Day Parades) | \$ 1,950.00 | \$ 153.00 | \$ 1,567.00 | \$ 1,720.00 | \$ 3,670.00 | \$ - | \$ 1,720.00 | \$ 1,720.00 |
| Cemetery Flags | \$ 4,800.00 | n/a | n/a | \$ - | \$ 4,800.00 | \$ 4,800.00 | \$ - | \$ 4,800.00 |
| African Immigrants Assoc. | unknown | unknown | unknown | \$ - | \$ - | \$ - | \$ - | \$ - |
| Hillside Riders | unspecified | n/a | n/a | \$ - | unspecified | \$ - | \$ - | \$ - |
| Dempsey Challenge (1) | \$ - | \$ 8,894.00 | \$ 5,464.00 | \$ 14,358.00 | \$ 14,358.00 | \$ - | \$ 14,358.00 | \$ 14,358.00 |
| Great Falls Balloon Fest (1) | \$ - | \$ 15,080.00 | \$ 3,760.00 | \$ 18,840.00 | \$ 18,840.00 | \$ - | \$ 18,840.00 | \$ 18,840.00 |
| Museum LA Duathlon | \$ - | \$ 3,778.00 | \$ 2,459.00 | \$ 6,237.00 | \$ 6,237.00 | \$ - | \$ 6,237.00 | \$ 6,237.00 |
| 5K Trot | \$ - | \$ 968.00 | \$ - | \$ 968.00 | \$ 968.00 | \$ - | \$ 968.00 | \$ 968.00 |
| YWCA Trp Crown 5K | \$ - | \$ 119.00 | \$ 891.00 | \$ 1,010.00 | \$ 1,010.00 | \$ - | \$ 1,010.00 | \$ 1,010.00 |
| Kora Circus (jersey barriers only--no cost) | n/a | n/a | n/a | \$ - | \$ - | \$ - | \$ - | \$ - |
| Lewiston Farmers Market | \$ - | \$ 883.00 | \$ - | \$ 883.00 | \$ 883.00 | \$ - | \$ 883.00 | \$ 883.00 |
| Latino Festival (1) ((PULLED 4.26.11) | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| MS Walk | \$ - | \$ 115.00 | \$ 497.00 | \$ 612.00 | \$ 612.00 | \$ - | \$ 612.00 | \$ 612.00 |
| Joint Cities Xmas Downtown Celeb | \$ - | \$ 5,921.00 | \$ 187.00 | \$ 6,108.00 | \$ 6,108.00 | \$ - | \$ 6,108.00 | \$ 6,108.00 |
| Walks which will not require OT & min staff costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL REQUESTS | \$ 16,750.00 | \$ 35,911.00 | \$ 14,825.00 | \$ 50,736.00 | \$ 67,486.00 | \$ 13,400.00 | \$ 56,047.00 | \$ 69,447.00 |

(1) Dempsey, Great Falls Balloon Festival, Latino Festival, Liberty Festival all assessed new \$3,000 field charge for possible rain damaged fields

LEWISTON CHARITABLE DONATIONS - Summary of requests for FY2013

4.23.12

| | Cash Requests | Other In-Kind Requests | OT InKindCosts | Total In-Kind | TOTAL REQUESTED | ADMIN CASH RECOM | ADMIN IN-KIND RECOM | ADMIN TOT RECOM |
|---|---------------------|------------------------|---------------------|---------------------|---------------------|-------------------------|---------------------|-------------------------|
| Liberty Festival (1) | \$ 10,000.00 | \$ 503.00 | \$ 4,583.00 | \$ 5,086.00 | \$ 15,086.00 | \$ 8,600.00 | \$ 4,583.00 | \$ 13,183.00 |
| L-A Vets Council(Mem/Vets/Flag Day Parades) | \$ 300.00 | \$ 153.00 | \$ 1,567.00 | \$ 1,720.00 | \$ 2,020.00 | \$ - | \$ 1,720.00 | \$ 1,720.00 |
| Cemetery Flags | \$ 4,800.00 | \$ - | \$ - | \$ - | \$ 4,800.00 | \$ 4,800.00 | \$ - | \$ 4,800.00 |
| Hillside Riders | \$ 3,000.00 | \$ - | \$ - | \$ - | \$ 3,000.00 | \$6.62 per registration | \$ - | \$6.62 per registration |
| Dempsey Challenge (1) | \$ - | \$ 8,093.00 | \$ 5,877.00 | \$ 13,970.00 | \$ 13,970.00 | \$ - | \$ 13,970.00 | \$ 13,970.00 |
| Great Falls Balloon Fest (1) | \$ - | \$ 21,718.00 | \$ 3,847.00 | \$ 25,565.00 | \$ 25,565.00 | \$ - | \$ 25,565.00 | \$ 25,565.00 |
| Museum LA Marathon & 5K | \$ - | \$ 4,901.00 | \$ 3,126.00 | \$ 8,027.00 | \$ 8,027.00 | \$ - | \$ 8,027.00 | \$ 8,027.00 |
| Lewiston Farmers Market | \$ - | \$ 883.00 | \$ - | \$ 883.00 | \$ 883.00 | \$ - | \$ 883.00 | \$ 883.00 |
| YWCA/LA Bridge Run | \$ - | \$ 236.00 | \$ 2,684.00 | \$ 2,920.00 | \$ 2,920.00 | \$ - | \$ 2,920.00 | \$ 2,920.00 |
| MS Walk | \$ - | \$ 217.00 | \$ 281.00 | \$ 498.00 | \$ 498.00 | \$ - | \$ 498.00 | \$ 498.00 |
| Joint Cities Xmas Downtown Celeb | \$ - | \$ 5,757.00 | \$ 955.00 | \$ 6,712.00 | \$ 6,712.00 | \$ - | \$ 6,712.00 | \$ 6,712.00 |
| M Murphy 5K Trot-Run | \$ - | \$ 16.00 | \$ - | \$ 16.00 | \$ 16.00 | \$ - | \$ 16.00 | \$ 16.00 |
| NEW--Andros Greater Humane Strut | \$ - | \$ 52.00 | \$ - | \$ 52.00 | \$ 52.00 | \$ - | \$ 52.00 | \$ 52.00 |
| NEW--LA Arts-Dufrense Plaza Outdoor Concerts | \$ - | \$ 2,920.00 | \$ - | \$ 2,920.00 | \$ 2,920.00 | \$ - | \$ 2,920.00 | \$ 2,920.00 |
| Walks which will not require OT & min staff costs | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL REQUESTS | \$ 18,100.00 | \$ 45,449.00 | \$ 22,920.00 | \$ 68,369.00 | \$ 86,469.00 | \$ 13,400.00 | \$ 67,866.00 | \$ 81,266.00 |

(1) Dempsey, Great Falls Balloon Festival, Liberty Festival all assessed new \$3,000 field charge for possible rain damaged fields

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 11

SUBJECT:

Resolve authorizing a Two Percent Salary Scale Adjustment for Non-Union Employees to become effective January 1, 2013.

INFORMATION:

The impact of a 2% adjustment effective on January 1st will have the equivalent budgetary impact of a 1% annualized wage adjustment. This adjustment to the non-union salary scale reflects a similar change recently approved for a city bargaining unit and recognizes the on-going commitment of these employees to the City of Lewiston during a time when the City has reduced staff and faced challenges to maintain public services.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

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To approve the Resolve authorizing a two percent salary scale adjustment for non-union employees to become effective January 1, 2013.



**City of Lewiston Maine
City Council Resolve
May 1, 2012**



Resolve, Authorizing a Two Percent (2%) Salary Scale Adjustment for Non-Union Employees to Become Effective January 1, 2013

Whereas, the impact of a 2% adjustment effective on January 1st will have the equivalent budgetary impact of a 1% annualized wage adjustment; and

Whereas, while the City has been financially constrained due to the state of the local and national economy and the reduction in state aid to municipalities, an adjustment to the non-union salary scale reflects a similar change recently approved for a city bargaining unit and recognizes the on-going commitment of these employees to the City of Lewiston during a time when the City has reduced staff and faced challenges to maintain public services;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that

There is hereby authorized a two percent (2%) general pay adjustment to the established City Pay Plan for non-unionized employees; and

BE IT FURTHER RESOLVED THAT this adjustment shall be effective for the pay checks issued January 9, 2013.

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 12

SUBJECT:

Approval of amendments to the Storm Water Utility Fee Schedule and Credit Policy.

INFORMATION:

During recent City Council budget workshops, the Council discussed increasing the rates for the Storm Water Utility program. The recommended rate increase is an approximate 8% increase to the current rates, which is \$6 per year increase to the average single family home.

Note: Additions are underlined; deletions have ~~strikeout~~ lines.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

EAB/kmm

REQUESTED ACTION:

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To approve the proposed amendments to Policy Manual 78, Storm Water Utility Fee Schedule and Credit Policy, as recommended by the Director of Public Services and City Administration.

(Note - Full copy of the amendment is attached.)

STORM WATER UTILITY FEE SCHEDULE AND CREDIT POLICY

1.0 FEE SCHEDULE

In accordance with the Code of Ordinances, Article IV, Chapter 74, Section 74-304 and 74-308, the City has conducted an analysis of the cost of Stormwater Management Programs, Services, Systems, and Facilities of the City for the purpose of setting an annual rate schedule for properties served by the utility. In accordance with said cost analysis and an analysis of the impact on the stormwater systems and facilities generated by properties within the City, the following stormwater service fees are hereby established, effective July 1, 2010:

1.1 Base Rate:

Based on the average square footage, the ratio of impervious surface area contained within properties within the City and the impact on the stormwater system, and in order to minimize administrative burdens and expenses, the City has determined that a flat fee for the first 2,900 square feet of impervious surface is appropriate for all parcels. Each parcel in the City will be charged a base rate of ~~\$44.00~~ 50.00 for the first 2,900 square feet of impervious surface (as defined in Section 74-302 of the City Ordinances). Parcels with no impervious surface (as defined in Section 74-302 of the City Ordinances) as determined by the City will not be subject to a fee.

1.2 Single Family Homes, Mobile Homes and Duplex Residential Units

The City has determined the average amount of impervious surface area of a single family home in the City is 2,900 square feet. The average amount of impervious surface area per mobile home lot in a mobile home park is approximately 2,800 square feet. The average amount of impervious surface area for duplex residential properties average 4,350 square feet. Single family, mobile homes and duplex residential parcels generally are uniform throughout the service area. To minimize administrative burdens and expenses: Single family home properties and mobile homes will be charged a flat rate of ~~\$44.00~~ 50.00 per annum. Duplex residential properties will be charged at a flat rate of ~~\$66.00~~ 74.00 per annum.

1.3 Mixed Use Residential Properties

Mixed use residential properties, where the owner of the property has established a homestead exemption for the property and is also running a business on the property will be assessed a blended stormwater utility rate. The impervious surface on the parcel will be counted as follows in determining the stormwater utility fee:

- ! 40% of the total impervious surface on the parcel will be considered part of the primary residence and will be assessed the fees as described in paragraph 1.2 above. This will be considered first in identifying the 2,900 square feet of impervious surface making up the Base Rate.
- ! 60% of the total impervious surface on the parcel will be considered part of the business and will be assessed as described in paragraph 1.4 below. If the residential portion of the impervious surface did not use the entire 2,900 square feet of the Base Rate, the remaining amount may be applied to this part of the impervious surfaces.

Any mixed use property owner that has a homestead exemption on the property may request an individual review of their property's stormwater utility fee. However, if such a review is

requested and performed, the blended 40% / 60% rate will no longer apply and the actual rate calculated during the review will be used to determine the final stormwater utility fee.

1.4 Unit Fee for Other Properties

Properties other than single family homes and duplex and mixed use residential properties (as described in paragraphs 1.2 and 1.3 above) will also be charged a flat fee of ~~\$40.00~~ 50.00 per annum if the impervious surface area is less than 2,900 square feet. In addition to the ~~\$40.00~~ 50.00 base rate, parcels having more than 2,900 square feet of impervious surface will be charged ~~\$0.0484~~ 0540 for every square foot of impervious surface exceeding the 2,900 square feet base amount.

1.5 Stormwater System Connection or Disconnection Fee

A permit must be obtained prior to the connection of any parcel to the City's stormwater system. A permit application, in the form attached as Appendix 1.A must be filed with the Director of Public ~~Services~~ Works; along with a permit fee of ~~\$50.00~~ 53.00 per application to cover administrative costs. The applicant(s) is responsible for all costs (including materials, labor and equipment) to effect the connection or disconnection.

Fee: A Fee of ~~\$50.00~~ 53.00 will be charged for each connection or disconnection. This fee will be charged for a connection or disconnection from any of the City's underground stormwater system pipes or catch-basins and/or for installation/removal of driveway culverts where ditches rather than an underground system serves the area. Payment of the fee shall be made at the time of application or notice of disconnection.

If, in the discretion of the Director of Public ~~Services~~ Works, the connection or disconnection requires the services of the City inspector, the applicant will be responsible for an additional \$25.00 for each visit by the inspector. Said charges will be billed to the applicant(s) upon completion of each inspection.

1.6 DELINQUENT FEES

Any person that fails to pay the service fee when due shall be responsible for the amount of the unpaid service fee, interest on the unpaid amount at a rate identified and determined by the Public Utility Commission for Lewiston's Water Utility and approved by the city council as part of the stormwater utility use fee schedule, a minimum penalty of \$200.00, and attorneys' fees and other costs of collection. Delinquent amounts may be collected by a civil action against the person.

2.0 CREDIT POLICY

2.1 General Policies

Based on the cost analysis conducted pursuant to Article IV, Chapter 74, Sections 74-308 and 74-309, the City has determined that two types of credits are appropriate at this time for property owners that have implemented certain systems and measures to mitigate the impact of stormwater on the City's stormwater systems and facilities.

A City Stormwater System Impact Credit (as described in Section 2.2) will be provided for properties that demonstrate substantial portions (more than 50 percent) of the subject property

LEWISTON CITY COUNCIL
MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 13

SUBJECT:

Adoption of Municipal Budget Appropriation Resolve for Fiscal Year 2013.

INFORMATION:

This action is the final phase of the budget adoption for the municipal budget. The attached information defines the Appropriation Resolve.

Please note, per the City Charter, five or more affirmative votes are required for the passage of this Resolve.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.

AB/kmm

REQUESTED ACTION:

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To approve the Municipal Budget Appropriation Resolve for Fiscal Year 2013.



**City of Lewiston Maine
City Council Order
May 1, 2012**

RESOLVE, Making an Appropriation for Municipal Budget Year 2013

Be It Resolved by the City Council of the City of Lewiston that the sum of forty-three million, seven hundred forty-seven thousand, seven hundred and eighty-six dollars (\$43,747,786) is hereby appropriated in the General Fund for the municipal year 2013 in accordance with the schedule of appropriations; and

Be It Further Resolved by the City Council of the City of Lewiston that in addition to such other revenues as are estimated to be available to meet the above appropriations including the Homestead and Business Equipment Tax Exemption reimbursement, the sum of thirty million, five hundred thirteen thousand, three hundred and seventeen dollars (\$30,513,317) be raised by assessment upon the estates of the inhabitants of the City of Lewiston and upon the estates of non-resident proprietors within said City for the present municipal year; and

Be It Further Resolved by the City Council of the City of Lewiston that the sum of thirteen million, two hundred and thirty-four thousand, four hundred and sixty-nine dollars (\$13,234,469) be appropriated as non-tax revenues in the General Fund for the municipal year 2013 in accordance with the schedule of appropriations; and

Be It Further Resolved by the City Council of the City of Lewiston that the list of tax assessment upon the estates in Lewiston for all city taxes, together with all assessments and charges made under the provisions of the Maine Revised Statutes annotated, Title 30A, Section 3406 and 3442 to 3445 inclusive, and the City's due proportion of the County Tax, in the amount of two million, three hundred fifteen thousand, three hundred and ninety-nine dollars (\$2,315,399) for the period of July 1, 2012 through June 30, 2013, shall be committed by the Assessor to the Finance Director and one-half of said taxes shall be due and payable on the 17th day of September 2012 with the remaining one-half of said taxes due and payable on the 15th day of March 2013; and

Be It Further Resolved by the City Council of the City of Lewiston that interest at the maximum State approved rate of 7% per annum for fiscal year 2013 shall be collected on the first half of said taxes from September 18, 2012, if not voluntarily paid to the Finance Director on or before September 15, 2012 and on the second half of said

taxes from March 18, 2013, if not voluntarily paid to the Finance Director on or before March 15, 2013; and

Be It Further Resolved by the City Council of the City of Lewiston that in each case, said interest shall be added to and become a part of said taxes; and

Be It Further Resolved by the City Council of the City of Lewiston that the Tax Collector is authorized to accept payments of uncommitted taxes and to pay to the taxpayer interest from the date of payment to the commitment date at a rate of 0% and that refunds for overpayments or abatements shall be paid to the taxpayer with interest from the date of payment to the date of abatement or refund, whichever is earlier, at an interest rate of 3.00%; and

Be It Further Resolved by the City Council of the City of Lewiston that the Tax Collector shall apply all tax payments to the oldest balance due on that account regardless of any instructions the taxpayer may give. If, however, a tax lien has matured, the Tax Collector may not accept payment on that account unless a workout agreement is in place or approval has been granted by the Finance Director to accept payment. If a taxpayer has more than one tax account, any payment shall be applied to the oldest balance due unless the taxpayer specifies the account against which the payment is to be applied; and

Be It Further Resolved by the City Council of the City of Lewiston that the appropriation for municipal year 2013 for the following Enterprise Funds is hereby authorized and approved: the Water Fund in the amount of \$4,765,389, the Sewer Fund in the amount of \$5,160,778, and the Stormwater Fund in the amount of \$2,374,755; and

Be It Further Resolved by the City Council of the City of Lewiston that the appropriation for municipal year 2013 for the following Special Revenue Funds is hereby authorized and approved: the Tax Increment Financing Fund in the amount of \$772,941, the Recreation & Multi-purpose Center Fund in the amount of \$172,525, and the Police Drug Forfeiture Fund in the amount of \$50,566; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any cash contributions received during this budget year to the appropriate department and purpose for which such contribution has been made and, where such contribution is equal to or less than \$10,000, such appropriation will become effective upon formal Council action to accept such contribution; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any grants from the State of Maine or the Government of the United States of America, and any other organization received during this budget year where such grant is equal to or less than \$25,000, such appropriation to become effective upon formal Council action to accept such grant; and

Be It Further Resolved by the City Council of the City of Lewiston that the Council hereby formally appropriates any insurance proceeds received during this budget year to the appropriate department for the purpose of repairing or replacing the damaged property where such amount is equal to or less than \$25,000, such appropriation to become effective upon receipt of funds; and

Be It Further Resolved by the City Council of the City of Lewiston the Council hereby formally appropriates any Municipal Garage revenues in excess of the amount expended at the end of the fiscal to be included in the General Fund Municipal Garage Vehicle Reserve Account.

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized from the library's permanent endowment fund in accordance with the recommendation of the Library Board of Trustees and to the extent that the City Administrator determines that such an appropriation is in accordance with existing City and Library policies.

Be It Further Resolved by the City Council of the City of Lewiston that an appropriation is authorized to transfer the amount of \$6.62 or the current State reimbursement rate per snowmobile registration, to the Hillside Snowmobile Club. Payment will be made annually to the Hillside Snowmobile Club by June 30, 2013.

Be It Further Resolved by the City Council of the City of Lewiston that the City Council deems it necessary to adopt a budget which exceeds the percent increase of the Gross National Product-Implicit Price Deflator, and hereby waives the provisions of Section 6.06(f) of the City Charter.

(NOTE – Five or more affirmative votes are required for the passage of this Resolve.)

LEWISTON CITY COUNCIL

MEETING OF MAY 1, 2012

AGENDA INFORMATION SHEET:

AGENDA ITEM NO. 14

SUBJECT:

Resolve approving authorization for expenditures from the Farrar Fund.

INFORMATION:

The Farrar Fund is an endowment fund that was established to provide services for the residents of Lewiston who are not able to meet their own needs. These residents are usually not eligible for other forms of aid and would otherwise go without needed services and products such as eyeglasses, dentures, prescription drugs, etc.

The Council is requested to authorize the Director of Social Services to expend up to \$2,500 from this account in the coming year, a similar amount to past years. This amount will include interest earned in the past year supplemented by interest earnings accumulated and retained over time. Fund principal in the amount of \$18,551.07 is to be maintained in perpetuity.

APPROVAL AND/OR COMMENTS OF CITY ADMINISTRATOR:

The City Administrator recommends approval of the requested action.



REQUESTED ACTION:

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To approve the Resolve authorizing the use of up to \$2,500 from the Farrar Fund for expenses, as determined by the Director of Social Services, for costs to provide basic necessary services to individuals that are not covered by other general assistance programs.



**City of Lewiston Maine
City Council Resolve
May 1, 2012**



Resolve, Authorizing the Use of \$2,500 from the Farrar Fund for Costs of Basic Necessary Services

Whereas, the City of Lewiston was left an endowment to provide for medical and dental expenses for needy individuals; and

Whereas, in 2008, the City Council authorized these funds to be used for charitable needed purposes, as determined by the Social Services Director, to provide basic, necessary services to those individuals whose income is no greater than 185% of the federal poverty level; and

Whereas, fund principal in the amount of \$18,551.07 is to be maintained in perpetuity; and

Whereas, due to the low rate of return on investments, it is anticipated that the demand for service will exceed the adopted procedure of only utilizing the prior year's investment earnings; and

Whereas, the past year's appropriation of \$2,500 is again recommended with additional funding for this amount over and above the interest earned in the prior year coming from interest earnings accumulated and retained over time;

Now, therefore, be It Resolved by the City Council of the City of Lewiston that

the Social Services Director is authorized to spend up to \$2,500 from the Farrar Fund, the same amount as last fiscal year.



Finance Department

Heather Hunter
Director of Finance/Treasurer
hhunter@ci.lewiston.me.us



TO: Mayor Robert Macdonald
And Members of the City Council

FROM: Heather Hunter, Finance Director

SUBJECT: **Farrar Fund Expenditures**

DATE: April 26, 2012

Annually, the City Council is asked to approve the use of the accumulated investment earnings from the Farrar Fund. On May 10, 2001, the City Council voted to authorize the use of these funds for medical and dental expenses incurred in the Social Services budget; prior to this date it was budgeted in the Public Health budget.

In 2008, the Council voted to authorize the funds to be used for charitable needy purposes, as determined by the Social Services Director, to provide basic necessary services to those individuals whose income is no greater than 185% of the federal poverty level. This action allows for the funds to be used for essential basic needs; however, in the recent past the majority of the assistance has been with prescription medication due to the overwhelming demand. These clients are not covered by MaineCare or any other insurance program and, after the City provides rent and utility assistance, their overall General Assistance maximum has been met.

As of March 31, 2012, the principal balance of \$18,551.07 has been maintained in perpetuity and the accumulated interest earnings amount to \$28,782.65. In accordance with the adopted procedure, anticipated expenditures in excess of the prior year's interest earning of \$157.57 must be approved by Council. Although the need is far greater, it is requested that the City Council authorize a \$2,500 limit for fiscal year 2013.