

**City of Portland, Maine
Finance Committee Meeting
Wednesday, May 15, 2019
5:30 PM, City Hall, Council Chambers**

AGENDA

1. Introductions

2. FY20 Portland Public Schools Board of Education Recommended Budget – Committee Vote

Committee members will take action on the FY20 Portland Public Schools Board of Education Recommended Budget and related orders. No Public Comment will be taken at this meeting, the Public Hearing is scheduled for the May 14th Finance Committee meeting.

3. FY20 City of Portland City Manager Recommended Budget – Committee Vote

Committee members will take action on the FY20 City Manager Recommended Budget and related orders. No Public Comment will be taken at this meeting, the Public Hearing is scheduled for the May 14th Finance Committee meeting.

4. Future Meeting Dates

In addition to the 14 City meetings where the FY20 budgets or significant budget issues have been a topic (1/23, 3/27, 4/4, 4/8, 4/9, 4/23, 4/24, 4/29, 5/2, 5/6, 5/9, 5/13, 5/14 and 5/15) there will be one additional City Council meeting where the FY20 City budget will taken up. Public comment will be taken from those who did not comment during the 5/6 Public Hearing (or wish to comment on any proposed budget amendments). Comments on the budget may also be submitted at budget@portlandmaine.gov and will be distributed to all Finance Committee members.

• City Council Meeting - Monday, May 20th, 5:30PM in Council Chambers - (Budget 2nd Read and Public Hearing on new items or for those who were unable to comment on 5/6)

City of Portland, Maine

City Manager's Recommended Budget



FY20 Budget

July 1, 2019 – June 30, 2020

**FY2020 BUDGET
CITY MANAGER'S RECOMMENDATION**

TABLE OF CONTENTS

	Page
LETTER OF TRANSMITTAL	1
COMPARATIVE BUDGET PLAN (GENERAL FUND)	8
COMPARATIVE BUDGET PLAN (ENTERPRISE FUNDS)	12
TAX RATE COMPUTATION	13
NON-TAX REVENUE SUMMARY BY DEPARTMENT	14
EXPENDITURE SUMMARY BY CATEGORY	15
TAX LEVY BY BUDGET CATEGORY	16
STAFFING FTE CHANGE SUMMARY	17
APRIL BUDGET CALENDAR	18
MAY BUDGET CALENDAR	19



CITY OF PORTLAND
Executive Department
Jon P. Jennings, City Manager

April 8, 2019

To Mayor Strimling and Members of the Portland City Council:

Pursuant to Article VI, Section 5(e) and Article VII, Sections 5 and 6 of the City of Portland Charter, I am hereby submitting the City Manager's Recommended \$263.4 million FY20 Municipal Operating Budget.

As you know, my budget submission is typically shaped by guidance from Council goals along with my operational priorities. This year, however, because there were not final Council goals to guide us, and because we were facing a number of difficult operational decisions in order to remain fiscally responsible, you will see this budget submission is essentially status quo. We had many cost increases outside of our control which exceeded the regular rate of inflation / the Consumer Price Index, but I felt strongly that our budget overall should align closely to those metrics, even if it meant making very tough budget decisions. If I had recommended everything requested by our City departments this budget would reflect an 11.1% tax rate increase. However, I cut \$7.4 million from departmental requests in order to come in with a budget with less than a three percent tax rate increase. Should there be any additional priorities the Council wants to address, I felt it most appropriate for those decisions to be made by the Council before being added to the final budget.

Over my nearly four years as City Manager, I continue to be extremely proud of all we've accomplished and the progress we've made in terms of making municipal government more innovative, efficient, inclusive, and transparent. We've made good progress in addressing critical infrastructure needs that had been neglected for too long and we continue to fund as many of these projects as we can. We've continued our focus on right-sizing municipal services and improving our processes not only because it is good customer service, but because I believe the efficiencies we achieve will afford us the opportunity to tackle our long-range plans.

There's no doubt that Portland continues to be a healthy, vibrant city with diverse sectors driving its economy. We are a major center for commerce, finance, arts and entertainment, food and drink, healthcare, Information Technology, the marine industry, post-secondary education, and tourism. Our world renowned and award-winning food and drink sector economy received another high honor this year when Bon Appetit magazine named Portland the 2018 Restaurant City of the Year. While this firmly roots our city on the national food map and was cause for celebration, we're working hard at the staff level to make sure Portland is known as more than just a foodie city. One example of this is when INRIX, a global leader in mobility analytics and connected car services, selected Portland to pilot its highly autonomous vehicle mapping program. I believe that Portland can benefit from leveraging our technology and start up scene to make us an attractive city for companies to pilot additional products and services. We look forward to collaborating further with Start Up Maine this year as their annual conference will focus on the role civic tech can play in our economy.

The growth our city has seen has been very beneficial in many ways, although it's not without its challenges. While growth is a good problem for a city to have, it means our valuation has continued to rise, lowering our state revenue share and increasing our county tax.

FY19 Recap

Our Planning and Inspections Departments issued Certificates of Occupancy to approximately 317 additional units of new housing in calendar year 2018 and a total of more than 1,263 units in the last five years combined. Beyond this, more than 139 units of new housing across the city are currently in the development pipeline. At the same time, our inclusionary zoning ordinance has helped make that new development equitable, by requiring all projects larger than 10 units provide a set aside of 10% of the units for workforce housing or make a financial contribution to the Housing Trust Fund. Since the ordinance went into effect, there have been five additional projects completed or under construction, adding an additional 18 workforce homes with many more in the pipeline.

During 2018, the Planning Board approved eight Inclusionary Zoning projects with a total of 29 workforce units of rental, condo and single-family housing. The Housing Trust fund balance is currently \$1,275,820.08, with \$556,500 being collected to date. Additional funding is expected as current projects under development are completed.

Commercial development has continued at or above levels not experienced in the city in the last hundred years. In response, we've continued to update our land use regulations to help advance our economy sustainably. Highlights include:

- The Recode effort to rewrite the Zoning Code is underway with the goal of simplifying and clarifying the City's regulations for all development. In addition, work has begun on rewriting both the sign regulations and the site plan ordinance. Concurrently, the Technical Manual was recently updated to include specifications for LED street lights and improved exterior lighting for cost effective and efficient lighting.
- Portland's Impact Fee system was adopted in 2018, which assesses fees on all development based upon the anticipated infrastructure needs to serve new development. It applies to any new building or building addition that results in net new residential units, non-residential square footage, hotel rooms, or water meters.
- Another major policy initiative adopted this year is the Hotel IZ conditional use. The ordinance requires either the creation of affordable housing units or a contribution to the Housing Trust Fund for the development of new hotel rooms.

In support of our small business community, the Portland Development Corporation invested approximately \$1,082,000 in FY18 in 19 businesses and economic development projects, which leveraged more than \$5 million in private sector funds associated with creating 26 jobs and retaining 62 jobs. Fiscal year 2018 loan activity included a public to private investment ratio of 1:7. And just a few weeks ago we found out we are receiving the U.S. Conference of Mayor's 2019 Partner America Small Business Friendly Community Award. Portland has demonstrated its commitment and support of small business by creating a business friendly environment for businesses to grow and prosper.

Our transportation hub of air, rail, cruise, and shipping continues to be a vital economic driver, connecting Portland to the world. For the 2018 season, the Port of Portland had substantial growth again with 119 cruise ships and a passenger count that exceeded 170,000 and 68,000 crew. The Jetport, which once again won the customer experience award for North America among airports with fewer than 2 million passengers, is the fastest growing airport in New England with a record setting 2.1 million passengers coming through last year. On top of that, they added new direct service to Denver, Tampa, Ft. Myers and Raleigh-Durham and expanded routes to New York City, Chicago, and several destinations in Florida.

While there are many needs to balance with this growth, it is clear that Portland is an attractive place to live, work, and play.

We also continue to provide key health and human services for our people. The Office of Elder Affairs responded to approximately 750 requests from Portland senior citizens in need of services and information, and is working to implement multiple goals outlined in Portland's Age-Friendly Community initiative, in partnership with the AARP Maine. The office operates two adult day health programs at the Barron Center, licensed to accommodate 45 clients, and also provides transitional housing and support services for older victims of domestic abuse through the *Martha's Cottage Project*, in collaboration with the Elder Abuse Institute of Maine.

The Social Services' Helping Individuals Regain Employment (HIRE) Program continues to help General Assistance recipients get out of poverty and into self sufficiency by removing barriers to employment. From January 2018 through December 2018, we completed 367 intakes helping 279 eligible adults secure employment, 13 individuals successfully obtain disability benefits, 231 individuals connect to ESL classes, 15 individuals enroll in vocational rehabilitation services, assisted 46 individuals secure employment authorization, and 27 individuals enroll in certificate training programs that led to job placements.

Our emergency shelter services continue to serve unprecedented levels on a nightly basis. In spite of this, our staff works extremely hard to find permanent housing solutions for our most vulnerable populations. The Oxford Street Shelter placed 249 total clients, 29 of whom were long-term stayers, into permanent housing. The 249 clients equaled a total of 43,729 bed nights. The Family Shelter served 183 families totaling 664 individuals. Of the 183 families, 160 secured permanent housing (87%) with only two families returning for a second stay.

As I alluded to earlier, we're focused on working to make our community an innovation hub, a place where data and technology are used to improve people's lives and make interactions with city government more efficient. As part of those efforts, we've converted all of our City's streetlights to LED technology and deployed intelligent traffic signals at Morrill's Corner to improve the flow of vehicles through the intersection thereby reducing traffic congestion and the length of time vehicles idle at the signals. Preliminary reports show a 23% reduction in travel times through this intersection. We're now in the process of installing this technology at additional intersections along Forest Avenue to further improve traffic flow, and we'll be installing it along Franklin and Commercial Streets. The more we are able to use this technology along our busiest transportation nodes, the more the signals speak to each other and improve traffic flow. We're also utilizing environmental sensors to monitor air quality through a pilot project with Google.

As we look to complete our implementation of Tyler Technologies' software this year, we'll be creating an internal data governance team so we can take a look at the data we have and collect to make sure we're using it strategically to inform our decision making processes. I believe these decisions will lead to greater efficiencies in our municipal operations, allowing us to achieve savings that we can reinvest toward our long-range goals. It's our goal to then share this data with the public through an open data portal so we can better tell Portland's story through the use of data.

BUDGET GOALS & REALITIES

The goal of this budget was to bring forward a recommendation that allows us to continue moving forward on the progress we've made, but in a fiscally responsible way. Our staff goals for FY20 revolve around efficiency and innovation so we can further improve city services while reducing costs, emphasizing customer service, and fulfilling our commitment to getting things done on a timely basis. We must continue to take care of our infrastructure needs that were set aside for too long. This year I asked Department Heads to present me with the requests they felt they needed to accomplish their jobs efficiently, but not necessarily to meet each and every goal they have given the budget constraints we face.

The reality of this budget is that the roughly \$3 million increase in expenditures is driven by personnel costs, due to contractual obligations and cost of living increases.

All departments had to work extremely hard to meet the budget guidance I provided, which was to come in under a 3% tax rate increase. If I had simply recommended the budget as requested by our City Departments, without making difficult budget cuts and choices, the resulting impact would have been an 11.1% City tax rate increase. As we developed the City budget, we eliminated approximately \$7.4 million of those requests and other adjustments on the path to our 2.9% tax rate increase.

The most difficult budget reality we are facing this year is within our Social Services division. While Portland is a compassionate city, and we always will be, we simply cannot afford to continue providing all of the current services and believing this to be a sustainable path. I am asking the City Council to have a fundamental discussion about what services we can provide and what we can afford.

As you know, we dedicated \$200,000 in last year's budget to fund the Community Support Fund, which provides temporary assistance for those who are seeking asylum, but are no longer covered by General Assistance. Unfortunately, this fund was exhausted much earlier than anticipated in March 2019 given the influx in people seeking emergency shelter services.

Because the FY19 Community Support Fund was exhausted so quickly, I am proposing that the Community Support Fund support individuals who are living in the city as of July 1, 2019 and only cover rental assistance in FY20. We will utilize our other existing community partners who already offer food and other basic necessities to cover those needs. Therefore, this budget recommends reducing the Community Support Fund by \$50,000 and funding it with \$150,000. It is also my recommendation that the Council look to phase out the Community Support Fund over the next two fiscal years as individuals leave the program.

Additionally, because of the fact that there are limits to our resources, I propose eliminating the second overflow space for both the Oxford Street Shelter and the Family Shelter. This would mean that we will use space at Preble Street for overflow needs at OSS and space at the Salvation Army for overflow at the Family Shelter, but no longer allow our General Assistance offices to be used as a third overflow space given the costs in staffing this facility.

As we developed this budget, we had to make some very tough choices to keep Portland affordable while at the same time trying to maintain the level of services we provide for our residents and businesses, and address a few items within our key priorities. While this budget overall includes a net increase of six positions, four of which are for Social Services, there were several positions that were eliminated as part of departmental reorganizations.

As I said last year, I firmly believe we cannot focus on one part of government to the detriment of another. I take my responsibilities to the Council and the taxpayers of the city very seriously. As we have discussed on many occasions, we are all concerned about the affordability of the city and government can be a driver of costs that make it unaffordable to live in Portland. That is why I felt it was important for us to limit the tax impact due to the drivers outlined in the budget.

In addition to the items noted above, additional Departmental highlights include:

Public Works: This budget includes a \$372,384 increase in the Solid Waste budget due to an increase in tipping fees from ecomaine, because of a change in the recycling markets and costs for shipping and processing recyclables. Because of this, the budget includes an increase in the fees for the Pay As You Throw Bags, a 15 cent increase in the 15-gallon bags and a 30 cent increase in the 30 gallon bags. This will raise about \$215,000 in revenue. Looking ahead to FY21, we will evaluate alternative ways in which we can cover our solid waste costs beyond utilizing Pay As You Throw Bags.

Economic Development: This budget includes an additional staff person to help carry out the strategic plan for the Office of Economic Opportunity, in line with the Economic Development Committee's recent vote. It also includes the removal of Creative Portland staff, and instead the City will give them a flat \$140,000 to cover their staffing needs.

Parks, Recreation & Facilities: To balance the overall impact to the tax levy, this budget includes a 5% increase in fees at our City cemeteries, assorted fee increases on concession items at our event venues and increases in rates and fees at Riverside Golf Course to cover course expenditures. As we fully implement the pesticides ordinance, the City faces increasing labor costs to keep our fields in usable condition. To address these rising costs this budget includes a fee assessed on for-profit groups who utilize our fields.

Waterfront: This budget includes an increase in the per passenger fee for cruise ship visits, which results in an additional \$200,000 in revenue.

Police: The Police Department budget includes an increase in \$68,000 to cover the costs of routine supplies. These expenses were traditionally covered by a non-competitive federal grant that we receive annually. However, we were not allowed to accept it this year because of our policy creating the Community Support Fund. The budget also includes covering the substance use disorder liaison who runs the Law Enforcement Addiction Advocacy Program (LEAAP) out of the general fund as we were not able to continue funding it via asset forfeiture monies.

Social Services: As mentioned previously, our Social Services Division has been dealing with a tremendous influx in those seeking emergency shelter services. Given this influx wasn't fully anticipated in FY19's budget, we ended up using additional per diem workers to cover our staffing needs. In the FY20 budget, we are budgeting for these per diem workers as full time positions.

Barron Center: We were able to increase our patient census after instituting a number of administrative changes at the Barron Center and therefore we are now covering our expenses and are working hard to earn revenue in the near future.

Grants Management: You will notice that overall our Public Health, Social Services and Planning & Urban Development budgets appear to be much higher than last year, but this is because grant funded positions are included in the personnel line items.

Assessors: The City is now in the midst of the citywide revaluation process. The process will continue in FY20 with technical support from Tyler Technologies. Citizens will soon begin receiving educational materials related to the revaluation process. It is expected that the revaluation results will be captured in the FY21 budget.

City Clerk: The 23.1% increase in the City Clerk's budget is due to FY20 being a presidential election year, which includes a primary election.

POSITIVE BUDGET DRIVERS

Excise taxes are still a significant source of revenue for the city, but the increases we saw over the last several years are starting to level off. We're conservatively projecting excise tax revenue to be \$11.5 million in FY20, which is roughly \$500,000 less than FY19. As mentioned earlier, increased cruise ship activity is projected to provide \$200,000 in additional revenue. Property valuation has grown by \$85 million in the current year due to significant new projects breaking ground and continues our upward trajectory in overall valuation. This \$85 million of new property valuation creates an additional approximately \$985,000 in tax revenue for municipal use. While this may seem like a significant amount, it represents only a 0.106% overall increase to our FY19 valuation of approximately \$7.9 billion, and can only fund a fraction of the cost increases and budget challenges we face in FY20, which are outside of my control.

Health Insurance: Unlike the last several years, the FY20 budget contains no large increase in health insurance costs. Our value-based insurance design and employee wellness program continues to help control overall costs, but because the health insurance market is volatile it is likely that these costs will end up being a budget challenge again in future years. While there was not a large increase, contributions for employees and their dependents will include a 3% increase in medical rates, and a 6.6% increase in dental rates.

TIF Funds: This year's budget includes greater use of City Council approved Bayside, Downtown/Transit and Waterfront Tax Increment Financing (TIF) District revenue to invest in public infrastructure and cover City staff costs. Use of TIF District revenue enables the City to take advantage of tax "sheltering" which allows municipalities to keep one hundred percent of new property tax revenue included in these TIF Districts. This means that the City maintains higher levels of state aid for education and municipal sharing in addition to contributing less to the City's share of the Cumberland County annual budget.

BUDGET CHALLENGES

As I mentioned above, the new property growth alone has not been able to keep up with the built in cost increases and other budget challenges for FY20, including union contracts already approved (\$3.4 million), debt services increases (\$924k related to our 2001 pension obligation bonds) and Cumberland County tax increase (\$351k).

Contractual Salary Obligations: The City Council approves contracts with all eight City bargaining units representing nearly 90% of the City workforce. These contracts include previously agreed upon salary increases of 2% plus other minor changes (4% for the two Police unions due to the nationwide shortage of officer applicants and to bring our salary ranges to competitive levels compared to surrounding municipalities). An estimated \$3.4M of the FY20 increases are related to contractually obligated salary increases across all unions.

Debt Service: This budget includes a \$3.2 million increase in debt service costs, including a \$924,000 increase related to the pension obligation bonds approved by City Council back in 2001. The payments on the pension obligation bonds will continue to rise by nearly \$1M annually until the bonds are retired in FY26. The budget also includes \$1.2M related to the upcoming renovation at Lyseth Elementary School and approximately \$400,000 of new debt service related to the City's continuing efforts to reduce combined sewer overflows and replace aging sewer infrastructure. The City pays all debt service from the general fund and receives reimbursement from the enterprise funds and the School Department for their respective projects.

METRO: The FY20 budget includes a 2.7% increase in our METRO contribution or an additional \$74,123.

County Tax: The FY20 budget includes a 5.6% or \$351,471 increase in Cumberland County tax assessment. Were it not for the increase in our County Tax assessment, the City's tax rate increase for this year's budget would be 2.6% instead of 2.9%.

BALANCING THE BUDGET

City expenditures have increased 4.9%. The growth of non-tax revenues and property valuation result in a City side tax rate increase for municipal services of 2.9%. This means the city-side mill rate is \$11.67 per \$1,000 of assessed property value. The impact on an average homeowner with a property valued at \$240,000 is \$79.

CONCLUSION

I would like to thank Finance Director Brendan T. O'Connell, Deputy Finance Director Anne Bilodeau, Budget Analyst Jennifer Lodge, Human Resources Director Gina Tapp, Communications Director Jessica Grondin, and our new Director of Innovation & Performance Management Lena Geraghty for their assistance in developing this budget recommendation and presentation, as well as the hard work and diligence of Department Heads in developing budget requests. Thank you to the members of the City Council for working with staff collaboratively over the last year. We all look forward to reviewing this proposed budget with the Finance Committee and full Council.

Sincerely,

Jon P. Jennings
City Manager

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
 July 1, 2018 - June 30, 2019
 July 1, 2019 - June 30, 2020
 City Manager's Recommendation

	FY 19*	FY 20	\$ +/()	%
CITY GENERAL FUND REVENUES				
31 Property Taxes	\$ 89,612,594	\$ 93,184,789	\$ 3,572,195	4.0%
31 Other Local Taxes	10,099,009	8,416,388	(1,682,621)	-16.7%
32 Licenses & Permits	5,827,244	6,300,644	473,400	8.1%
33 Intergovernmental Revenue	10,464,979	12,312,490	1,847,511	17.7%
34 Charges for Services	35,967,048	36,750,588	783,540	2.2%
35 Fines, Forfeits and Penalties	2,107,635	1,996,710	(110,925)	-5.3%
36 Use of Money and Property	11,175,951	11,779,430	603,479	5.4%
39 Other Sources*	32,331,951	35,862,668	3,530,717	10.9%
Fund Balance Use (Restoration)	-	-	-	-
Total General Fund Revenues	197,586,411	206,603,707	9,017,296	4.6%

GENERAL FUND EXPENDITURES

100-11 City Council	331,904	344,046	12,142	3.7%
100-12 City Clerk	536,522	660,721	124,199	23.1%
100-13 Executive	976,564	929,877	(46,687)	-4.8%
100-14 Assessor	404,377	435,159	30,782	7.6%
100-15 Finance Administration	1,155,368	1,218,727	63,359	5.5%
Treasury	684,733	734,003	49,270	7.2%
Total Finance	1,840,101	1,952,730	112,629	6.1%
100-16 Legal	709,403	741,338	31,935	4.5%
100-17 Human Resources	1,063,158	1,071,134	7,976	0.8%
100-18 Parking Administration	1,460,024	1,487,050	27,026	1.9%
Elm Street Garage	302,962	300,164	(2,798)	-0.9%
Spring Street Garage	449,378	452,870	3,492	0.8%
Temple Street Garage	125,000	126,130	1,130	0.9%
Total Parking / Garages	2,337,364	2,366,214	28,850	1.2%
100-19 Economic Development	633,989	674,528	40,539	6.4%

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
July 1, 2018 - June 30, 2019
July 1, 2019 - June 30, 2020
City Manager's Recommendation

		FY 19*	FY 20	\$ +/()	%
100-21	Police Administration	1,207,316	1,274,264	66,948	5.5%
	Uniformed Operations Group	10,062,663	10,616,533	553,870	5.5%
	Bureau Investigative Services	1,928,235	2,017,675	89,440	4.6%
	Operations Support Services	828,086	907,441	79,355	9.6%
	Dispatch Services	2,262,115	2,360,103	97,988	4.3%
	Jetport Security	572,198	581,524	9,326	1.6%
	Total Police	16,860,613	17,757,540	896,927	5.3%
100-22	Fire Administration	572,319	598,617	26,298	4.6%
	Code Enforcement & Comm Svcs	270,157	288,508	18,351	6.8%
	Field Operations	14,685,959	15,517,194	831,235	5.7%
	Operations Support Services	754,688	803,148	48,460	6.4%
	Air Rescue	1,013,282	1,027,681	14,399	1.4%
	Total Fire	17,296,405	18,235,148	938,743	5.4%
100-24	Planning & Urban Dev. Admin*	507,695	560,269	52,574	10.4%
	Planning	1,408,378	1,330,594	(77,784)	-5.5%
	Housing & Comm Development*	164,204	189,169	24,965	15.2%
	Total Planning & Urban Dev	2,080,277	2,080,032	(245)	0.0%
100-25	Permitting & Inspections Admin	181,334	130,487	(50,847)	-28.0%
	Inspections	980,841	1,076,567	95,726	9.8%
	Housing Safety	346,993	407,613	60,620	17.5%
	Business Licensing	250,544	233,892	(16,652)	-6.6%
	Total Permitting & Licensing	1,759,712	1,848,559	88,847	5.0%
100-29	Information Technology	2,799,922	2,914,482	114,560	4.1%
100-31	Public Works Administration	728,174	725,708	(2,466)	-0.3%
	Districting	1,660,057	1,741,974	81,917	4.9%
	Solid Waste	1,769,118	2,141,502	372,384	21.0%
	Communications	128,226	197,443	69,217	54.0%
	Portland Downtown District	363,628	404,862	41,234	11.3%
	Winter Operations	1,329,559	1,329,439	(120)	0.0%
	Island Services	647,042	687,836	40,794	6.3%
	Transportation Operations	2,310,357	2,333,681	23,324	1.0%
	Engineering	1,216,314	1,266,603	50,289	4.1%
	Fleet Services	3,818,936	3,807,154	(11,782)	-0.3%
	Total Public Works	13,971,411	14,636,202	664,791	4.8%

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
July 1, 2018 - June 30, 2019
July 1, 2019 - June 30, 2020
City Manager's Recommendation

	FY 19*	FY 20	\$ +/()	%
100-33 Parks Rec & Facilities Admin	601,090	639,408	38,318	6.4%
Parks	1,001,603	1,109,821	108,218	10.8%
Forestry	686,850	710,847	23,997	3.5%
Athletic Facilities	805,268	772,376	(32,892)	-4.1%
Cemeteries	874,369	827,545	(46,824)	-5.4%
Recreation	1,831,867	1,901,439	69,572	3.8%
Aquatics	643,899	639,302	(4,597)	-0.7%
Golf Course	1,050,926	1,100,519	49,593	4.7%
Golf Course Restaurant	533,611	540,787	7,176	1.3%
Ice Arena	571,810	595,229	23,419	4.1%
Public Assembly Facilities	1,056,708	1,061,236	4,528	0.4%
Concessions	403,498	418,426	14,928	3.7%
Custodial Services	956,460	958,378	1,918	0.2%
Merrill Auditorium	176,098	182,589	6,491	3.7%
Total Parks Rec & Facilities	11,194,057	11,457,902	263,845	2.4%
100-35 Public Bldgs & Waterfront Admin	358,671	387,731	29,060	8.1%
Trades	719,605	736,916	17,311	2.4%
School HVAC	521,703	518,442	(3,261)	-0.6%
Public Safety Building	290,700	317,700	27,000	9.3%
City Hall	322,100	392,450	70,350	21.8%
Merrill Auditorium (PB)	196,550	173,550	(23,000)	-11.7%
Hadlock Stadium	321,681	322,076	395	0.1%
Expo Building	207,875	208,600	725	0.3%
Canco Road Buildings	432,820	434,250	1,430	0.3%
Other Public Buildings	310,989	270,857	(40,132)	-12.9%
Waterfront	1,337,110	1,317,769	(19,341)	-1.4%
Total Public Buildings & Waterfront	5,019,804	5,080,341	60,537	1.2%
100-44 HHS - Administration	419,772	337,276	(82,496)	-19.7%
Public Health*	1,874,503	2,093,528	219,025	11.7%
Social Services*	11,908,346	13,072,747	1,164,401	9.8%
Barron Center	15,630,623	15,947,969	317,346	2.0%
Total HHS	29,833,244	31,451,520	1,618,276	5.4%
100-47 Debt Service	41,818,036	45,087,798	3,269,762	7.8%
100-48 Public Library	4,062,000	4,178,550	116,550	2.9%
100-51 Pension	8,126,801	8,398,292	271,491	3.3%

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
July 1, 2018 - June 30, 2019
July 1, 2019 - June 30, 2020
City Manager's Recommendation

		FY 19*	FY 20	\$ +/()	%
100-52	Health Insurance	20,110,956	19,936,320	(174,636)	-0.9%
	Workers' Comp	1,786,778	2,053,072	266,294	14.9%
	FICA	1,138,099	1,138,099	0	0.0%
	Group Life	205,822	205,822	0	0.0%
	Unemployment	100,000	100,000	0	0.0%
	Total Employee Benefits	23,341,655	23,433,313	91,658	0.4%
100-61	Contingent	275,850	250,000	(25,850)	-9.4%
100-62	Liability Insurance	774,458	839,325	64,867	8.4%
100-65	Regional Transportation Program	72,380	78,480	6,100	8.4%
	Memberships - Misc	403,910	437,388	33,478	8.3%
	Total Memberships/Contributions	476,290	515,868	39,578	8.3%
100-67	Wage Adjustment	60,000	(165,000)	(225,000)	-375.0%
	Total General Fund Expenditures	188,583,917	197,175,619	8,591,702	4.6%
100-63	County Tax	6,288,845	6,640,316	351,471	5.6%
100-65	Metro Assessment	2,713,649	2,787,772	74,123	2.7%
Total General Fund and Assessments		\$ 197,586,411	\$ 206,603,707	\$ 9,017,296	4.6%

*Note: FY19 figures include grant and project expenditures excluded from the prior year resolve. These expenses (\$126,601 for Planning Admin, \$164,204 for HCD, \$839,356 for Public Health, \$1,995,108 for Social Services) and equal offsetting revenues are included in the current resolve for comparative purposes.

CITY OF PORTLAND, MAINE
COMPARATIVE BUDGET PLAN FY2020
 July 1, 2018 - June 30, 2019
 July 1, 2019 - June 30, 2020
 City Manager's Recommendation

	FY 19*	FY 20	\$ +/- ()	%
ENTERPRISE FUND REVENUES				
31 Property Taxes, Current Year	\$ -	\$ -	\$ -	
32 Licenses & Permits	22,850	17,950	(4,900)	-21.4%
33 Intergovernmental	116,800	117,968	1,168	1.0%
34 Charges for Services	33,567,185	34,701,607	1,134,422	3.4%
36 Use of Money and Property	23,747,326	26,228,136	2,480,810	10.4%
39 Other Sources	374,196	405,874	31,678	8.5%
Fund Balance	(4,236,256)	(4,683,172)	(446,916)	10.5%
Total Enterprise Fund Revenues	53,592,101	56,788,363	3,196,262	6.0%
ENTERPRISE FUND EXPENDITURES				
530 Fish Pier	398,213	388,679	(9,534)	-2.4%
570 Finance Administration	134,810	141,938	7,128	5.3%
Public Works Administration	780,653	838,548	57,895	7.4%
Districting	3,019,206	2,637,279	(381,927)	-12.6%
Communications	67,687	65,808	(1,879)	-2.8%
Engineering	618,211	603,082	(15,129)	-2.4%
Debt Service	7,745,068	8,088,788	343,720	4.4%
Fringe Benefits	1,493,120	1,519,490	26,370	1.8%
PWD Assessment	12,462,772	13,137,639	674,867	5.4%
Total Sewer	26,321,527	27,032,572	711,045	2.7%
571 Finance Administration	265,463	275,145	9,682	3.6%
Stormwater Management	1,817,499	1,543,268	(274,231)	-15.1%
Debt Service	389,797	685,421	295,624	75.8%
Fringe Benefits	286,855	285,003	(1,852)	-0.6%
Total Stormwater	2,759,614	2,788,837	29,223	1.1%
583 Jetport Administration	1,047,618	1,221,479	173,861	16.6%
Marketing	501,890	598,640	96,750	19.3%
Fringe, Indirects & Chargebacks	3,960,802	4,084,313	123,511	3.1%
Field	4,091,912	4,577,799	485,887	11.9%
General Aviation	17,168	17,168	-	0.0%
Jetport Operations	2,595,898	2,702,802	106,904	4.1%
Terminal	5,970,545	6,992,649	1,022,104	17.1%
Parking	4,447,615	4,907,020	459,405	10.3%
Airfield Deicing	700,661	674,781	(25,880)	-3.7%
Jetport Anticipated Surplus	778,638	801,624	22,986	3.0%
Total Jetport	24,112,747	26,578,275	2,465,528	10.2%
Total Enterprise Fund Expenditures	53,592,101	56,788,363	3,196,262	6.0%
TOTAL CITY EXPENDITURES	\$ 251,178,512	\$ 263,392,070	\$ 12,213,558	4.9%

TAX RATE COMPUTATION--FY2020
City Manager's Recommendation

	General Fund	Enterprise Funds	TOTAL CITY
Total Expenditures	\$206,603,707	\$56,788,363	\$263,392,070
Less: Revenues	(113,418,918)	(61,471,535)	(\$174,890,453)
Surplus	0	4,683,172	\$4,683,172
Tax Levy	\$93,184,789	\$0	\$93,184,789
Tax Levy %			100.0%

Valuation 7,985,000,000

Tax Rate:

FY20	\$11.67	\$0.00	\$11.67
FY19	\$11.34	\$0.00	\$11.34
\$ Increase	\$0.33	\$0.00	\$0.33
% of Total Increase	2.9%	0.0%	2.9%

CITY OF PORTLAND, MAINE
FY2020 Non-Tax Revenue
(without surplus or TIF reimb)
City Manager's Recommendation

Department	FY18 Collected	FY19* Est (budget)	FY19 Proj	FY20 Est (budget)	FY20 Est vs FY19 Est (budget)	%
General Fund Revenues:						
City Council	\$5,000	\$5,000	\$5,000	\$5,000	\$0	0.0%
City Clerk	223,337	227,688	219,364	228,094	406	0.2%
Executive	962,763	1,040,370	1,046,175	1,011,715	(28,655)	-2.8%
Assessor	1,690	2,076	1,000	1,000	(1,076)	-51.8%
Finance	19,615,268	18,549,047	21,361,127	18,755,574	206,527	1.1%
Legal	111,734	136,320	182,177	151,525	15,205	11.2%
Human Resources	118,043	76,056	76,056	75,945	(111)	-0.1%
Parking	8,722,207	9,620,120	9,498,210	9,665,220	45,100	0.5%
Econ Dev	192,267	567,949	566,791	596,748	28,799	5.1%
Police	3,239,440	2,947,159	3,169,317	2,985,289	38,130	1.3%
Fire	4,048,512	4,583,430	4,651,580	4,584,937	1,507	0.0%
Planning & Development	1,081,487	1,037,066	769,646	1,072,827	35,761	3.4%
Permitting & Inspections	5,012,332	4,500,366	5,049,955	4,901,064	400,698	8.9%
Information Technology	381,523	422,254	420,187	433,387	11,133	2.6%
Public Works	4,539,985	5,061,526	4,609,032	5,128,213	66,687	1.3%
Parks, Rec & Facilities	7,124,221	7,333,134	7,275,347	7,817,734	484,600	6.6%
Public Bldgs & Waterfront	3,337,883	3,459,596	3,302,789	3,550,966	91,370	2.6%
HHS--Administration	4,884	10,560	968	-	(10,560)	-100.0%
HHS--Public Health	1,001,256	994,421	115,485	1,133,407	138,986	14.0%
HHS--Social Services	7,366,937	7,271,573	5,517,167	8,065,096	793,523	10.9%
HHS--Barron Center	18,236,152	18,628,031	18,726,850	19,510,800	882,769	4.7%
Employee Benefits	6,432,840	7,293,735	6,942,945	7,640,858	347,123	4.8%
Insurance	134,721	154,587	179,359	177,918	23,331	15.1%
Debt Service Reimb.	15,447,518	16,979,744	16,964,420	19,731,496	2,751,752	16.2%
Memberships / Other	-	-	-	302,717	302,717	---
Total General Fund:	\$107,342,000	\$110,901,808	\$110,650,947	\$117,527,530	\$6,625,722	6.0%
Enterprise Funds Revenue:						
Fish Pier Authority	535,030	546,380	535,352	559,178	12,798	2.3%
Sewer	24,939,371	26,292,128	26,736,968	27,456,657	1,164,529	4.4%
Stormwater	6,587,024	6,877,102	6,845,474	6,877,425	323	0.0%
Jetport	23,283,267	24,112,747	24,660,341	26,578,275	2,465,528	10.2%
Total Enterprise Funds:	\$55,344,692	\$57,828,357	\$58,778,135	\$61,471,535	\$3,643,178	6.3%
Total City Revenue	\$162,686,692	\$168,730,165	169,429,082	\$178,999,065	\$10,268,900	6.1%

*Note: FY19 figures include grant and project revenues excluded from the prior year resolve. These revenues (\$126,601 for Planning Admin, \$164,204 for HCD, \$839,356 for Public Health, \$1,995,108 for Social Services) and equal offsetting expenditures are included in the current resolve for comparative purposes.

FY2020 CITY BUDGET SUMMARY

by category
City Manager's Recommendation

	FY19* Approp.	FY20 Proposed	\$ +/-	% +/-	% Of Total
01 Personnel--General Fund	\$80,740,046	84,499,142	\$3,759,096	4.7%	40.9%
--Ent Funds	6,581,376	7,038,292	456,916	6.9%	12.4%
Total	87,321,422	91,537,434	4,216,012	4.8%	34.8%
02+ Contractual--General Fund	64,291,371	66,232,171	1,940,800	3.0%	32.1%
--Ent Funds	29,151,634	29,654,105	502,471	1.7%	52.2%
Total	93,443,005	95,886,276	2,443,271	2.6%	36.4%
55 Supplies--General Fund	6,820,435	6,944,496	124,061	1.8%	3.4%
--Ent Funds	1,306,943	1,469,313	162,370	12.4%	2.6%
Total	8,127,378	8,413,809	286,431	3.5%	3.2%
63 Utilities--General Fund	3,701,033	3,574,036	(126,997)	-3.4%	1.7%
--Ent Funds	1,452,022	1,545,875	93,853	6.5%	2.7%
Total	5,153,055	5,119,911	(33,144)	-0.6%	1.9%
70 Capital--General Fund	215,490	266,065	50,575	23.5%	0.1%
--Ent Funds	2,202,152	3,532,645	1,330,493	60.4%	6.2%
Total	2,417,642	3,798,710	1,381,068	57.1%	1.4%
75 Debt Svc--Total GF	41,818,036	45,087,798	3,269,762	7.8%	21.8%
--Ent Funds	7,976,373	8,611,695	635,322	8.0%	15.2%
Total	49,794,409	53,699,493	3,905,084	7.8%	20.4%
75 Jetport Rev Bond Debt Svc	4,142,963	4,134,813	(8,150)	-0.2%	7.3%
Jetport Surplus	778,638	801,624	22,986	3.0%	1.4%
Total General Fund	197,586,411	206,603,707	9,017,296	4.6%	100.0%
Total Enterprise Funds	53,592,101	56,788,363	3,196,262	6.0%	100.0%
Total	\$251,178,512	\$263,392,070	\$12,213,558	4.9%	100.0%

*Note: FY19 figures include grant and project expenditures excluded from the prior year resolve. These expenses (\$126,601 for Planning Admin, \$164,204 for HCD, \$839,356 for Public Health, \$1,995,108 for Social Services) and equal offsetting revenues are included in the current resolve for comparative purposes.

City of Portland, Maine
Tax Levy by Budget Category
City Manager's Recommendation

Department	FY20 Tax Levy	FY20 Tax Rate	% of Taxes
Debt Service	25,356,302	\$3.18	27.2%
Police	17,402,347	\$2.18	18.7%
Fire	16,047,076	\$2.01	17.2%
Public Works	10,292,295	\$1.29	11.0%
County Tax	6,640,316	\$0.83	7.1%
Parks, Rec & Facilities	4,744,750	\$0.59	5.1%
Health & Human Services	4,628,230	\$0.58	5.0%
Library	4,178,550	\$0.52	4.5%
Metro	2,563,535	\$0.32	2.8%
Public Buildings & Waterfront	1,400,763	\$0.18	1.5%
General Government	(69,375)	(\$0.01)	-0.1%
Total:	\$93,184,789	\$11.67	100.0%

City of Portland
Staffing FTE Change
FY2020 City Manager's Recommendation

Department	FY15	FY16	FY17	FY18	FY19	FY20	+/- Chg
General Fund:							
City Council	-	-	1.0	-	-	-	-
City Clerk	9.2	8.9	7.4	7.8	7.9	7.9	-
Executive	10.0	14.0	10.0	13.0	10.5	9.5	(1.0)
Assessor	4.9	4.9	5.9	5.9	5.9	5.9	-
Finance	26.0	24.3	24.0	25.0	25.0	25.0	-
Legal	6.0	6.0	6.0	6.0	7.0	7.0	-
Human Resources	10.0	10.0	10.5	11.0	11.0	10.5	(0.5)
Parking	29.6	29.6	29.6	29.6	29.6	30.0	0.4
Economic Development	3.0	4.0	5.8	5.8	7.1	7.0	(0.1)
Police	225.3	223.3	227.3	232.3	226.3	227.0	0.7
Fire	235.7	228.1	229.6	229.2	226.0	226.0	-
Planning & Urban Dev.	35.4	34.7	21.5	24.0	24.0	24.0	-
Permitting & Inspections	-	-	25.0	28.0	28.0	28.5	0.5
IT	17.3	17.0	17.0	17.0	17.3	16.0	(1.3)
Public Works	152.5	132.0	125.0	129.0	131.0	131.5	0.5
Parks Rec & Fac	121.6	136.5	155.2	161.5	142.0	140.7	(1.3)
Pubic Bldgs & Waterfront	-	-	-	-	24.5	24.5	-
HHS Administration	-	-	5.0	5.0	5.0	4.0	(1.0)
Public Health	70.0	62.3	38.2	25.0	27.1	28.3	1.2
Social Services	79.4	90.7	78.3	80.1	87.8	93.5	5.7
Barron Center	266.2	266.7	260.7	263.7	244.0	246.8	2.8
<i>Total HHS:</i>	<i>415.6</i>	<i>419.7</i>	<i>382.2</i>	<i>373.8</i>	<i>363.9</i>	<i>372.6</i>	<i>8.7</i>
General Fund Subtotal:	1,302.1	1,293.0	1,283.0	1,298.9	1,287.0	1,293.6	6.6
Enterprise Funds:							
Sewer Fund	39.0	32.0	31.0	30.0	33.0	33.0	-
Stormwater Fund	-	11.5	11.0	13.0	10.0	10.0	-
Jetport	49.0	49.5	50.5	52.5	56.0	59.0	3.0
Enterprise Subtotal:	88.0	93.0	92.5	95.5	99.0	102.0	3.0
Total City Employees:	1,390.1	1,386.0	1,375.5	1,394.4	1,386.0	1,395.6	9.6

FY20 Budget Calendar - April 2019

Additional Finance Committee agenda details can be found online at <http://portlandmaine.gov/financecommittee>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Finance Committee Meetings held in Room 209 of City Hall</i>						
	1	2	3	4 5:30 PM Joint City/School Finance Committee Meeting 5:30	5	6
7	8 5:30 PM - City Council Meeting -Presentation of FY20 City Manager Recommended Budget, Referral to Finance Committee	9 5:30 PM Finance Committee Meeting	10	11	12	13
14	15 <i>Patriot's Day Holiday</i>	16	17	18	19	20
21	22 5:30 PM - City Council Meeting	23 5:30 PM Finance Committee Meeting	24 5:30 PM Finance Committee Meeting	25	26	27
28	29	30				

Revised 4/24/2019

FY20 Budget Calendar - May 2019

Additional Finance Committee agenda details can be found online at <http://portlandmaine.gov/financecommittee>

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<i>Finance Committee Meetings held in Room 209 of City Hall</i>			1	2 5:30 PM Finance Committee Meeting	3	4
5	6 5:30 PM City Council Meeting - City Budget 1st Read (Public Hearing)	7	8	9 5:30 PM Finance Committee Meeting	10	11
12	13 5:30 PM City Council Budget Workshop	14 5:30 PM Finance Committee Meeting	15 5:30 PM Finance Committee Meeting	16	17	18
19	20 5:30 PM City Council Meeting - City Budget 2nd Read and Vote	21	22	23	24	25
26	27 <i>Memorial Day Holiday</i>	28	29	30	31	

City of Portland, Maine

Finance Committee – FY20 Budget Review

List of Potential Amendments Discussed and Previous Meetings

Potential Amendment #1 – Reinstate Funding for 5th City Shelter Location

Background: The City currently operates two main shelters, the Oxford Street Shelter and the Family Shelter. Each of these locations has a designated overflow shelter, Preble Street for overflow at the Oxford Street shelter and Salvation Army space for overflow at the Family Shelter. Currently the City also utilizes the City General Assistance offices for additional overflow space as the 5th potential shelter location. Because of the fact that there are limits to our resources, the City Manager's Recommended Budget proposes eliminating the second overflow space for both the Oxford Street Shelter and the Family Shelter. This would mean that we will use space at Preble Street for overflow needs at OSS and space at the Salvation Army for overflow at the Family Shelter, but no longer allow our General Assistance offices to be used as a third overflow space given the costs in staffing this facility. It is our hope that other resources in the community could be used in the rare instance that a 5th overflow shelter location is necessary. This amendment proposed reinstate funding for the 5th shelter location, an estimated \$45,000 in additional staffing costs (although actual cost could be higher or lower depending on actual usage).

Fiscal Impact:

- \$45,000 addition to the FY20 budget
- An addition of \$0.01 to the overall mil rate (an 0.1% increase from 2.9%)

Amendment #2 – Increase Funding in the Community Support Fund by \$50,000

Background: Because the FY19 Community Support Fund was exhausted so quickly, the City Manager's Recommended budget proposes that the Community Support Fund support individuals who are living in the city as of July 1, 2019 and only cover rental assistance in FY20. We will utilize our other existing community partners who already offer food and other basic necessities to cover those needs. Therefore, this budget recommends reducing the Community Support Fund by \$50,000 and funding it with \$150,000. It is also my recommendation that the Council look to phase out the Community Support Fund over the next two fiscal years as individuals leave the program. This amendment adds back \$50,000 in funding which is estimated to be able to fully serve 32 families.

Fiscal Impact:

- \$50,000 addition to the FY20 budget
- An addition of \$0.01 to the overall mil rate (an 0.1% increase from 2.9%)

Potential Amendment #3 – Increase Funding to Cultivating Community by \$20,000

Background: Annually, the City provides over \$32,300 in support to Cultivating Community. This includes a \$20,000 cash contribution in return for Cultivating Community administration of the 10 community gardens, \$7,600 for compost, \$1,500 for fence repair, \$1,000 for plumbing, electrical, shed repairs, \$2,200 for water and in-kind staff services for leaf and compost delivery, plumbing, electrical, and fence repairs.

Cultivating Community staff requested additional city financial support in order to continue administering the garden program. An initial proposal that they verbally discussed with City staff was an increase from the existing \$20,000 to \$40,000. Given a challenging budget year, with virtually no increase for staffing or equipment Department-wide, Parks, Rec and Facilities staff came up with a proposal that would increase garden rental rates and allow for revenue sharing so that Cultivating Community could see some increase in revenue, but not impact the overall Department budget or increase the subsidy by taxpayers. Also, with a revenue sharing model of 85/15 (85% to Cultivating Community, 15% to the City to cover costs), Cultivating Community would see an additional \$26,159 in revenue as additional garden plots were added in the future.

City staff felt this 31% increase in revenue to Cultivating Community was a fair compromise that did not have a negative effect on other city programs (athletics, trails, youth and senior programs, winter sidewalk plowing, etc...) and also did not raise the subsidy by the taxpayers. The revenue would be entirely generated by user fees.

Cultivating Community staff did not express an interest in this revenue-sharing proposal and instead chose to communicate directly with City Councilors for an even larger increase in City taxpayer support, a request for \$20,000 in additional cash contribution on top of the cash contribution of \$32,300 already included in the budget. This amendment would grant the request for additional funding and would add \$20,000 to the tax levy.

Fiscal Impact:

- \$20,000 addition to the FY20 budget
- An addition of \$0.01 to the overall mil rate (an 0.1% increase from 2.9%)

Amendment #4 – Fully Fund Department Requests Related to the Pesticides Ordinance

Background: Due to budget constraints the City's Parks, Recreation & Facilities Department had to cut two expenses related to full implementation of items related to the City's new Pesticides Use Ordinance. The first expense (and highest priority to the Department) is an Athletic Facilities Maintenance Worker I at a cost of \$39,291 (\$51,864 including fringe). This person will help us implement all of the labor-intensive practice and procedures necessary for organic management. The second priority is the Deering Oaks Baseball Irrigation System for \$32,500. Irrigation is a key factor in reducing reliance on pesticides.

Fiscal Impact (Individually):

- \$51,864 addition to the FY20 budget for the Maintenance Worker
- An addition of \$0.01 to the overall mil rate (an 0.1% increase from 2.9%)
- \$32,500 addition to the FY20 budget for the Deering Oaks Irrigation System
- An addition of \$0.01 to the overall mil rate (an 0.1% increase from 2.9%)

Fiscal Impact (Combined):

- \$84,364 addition to the FY20 budget
- An addition of \$0.02 to the overall mil rate (an 0.2% increase from 2.9%)

Other Specific Amendments Mentioned – Complete Impact Still Being Calculated

5. **Add Additional Firefighters** – The Fire Union has lobbied City Council to add additional firefighters. Staff is working on calculating the fiscal impact of adding 18 FTE into the Fire Department. Per staff calculations this would add \$1,283,346 in additional expenditures to the City budget but there would be a resulting decrease in the overtime budget, the exact amount of the overtime reduction is being calculated by City staff.
6. **Creative Portland** – Creative Portland is an external organization that receives \$100k in direct support from the City and in FY19 currently receives their benefits from the City. For FY20 it has been proposed to remove Creative Portland from the City payroll as they are not truly City employees, and part of this proposal includes removing them from City benefits and instead providing them with \$40k in additional direct funding (\$140k instead of \$100k). Creative Portland is concerned they cannot receive the same level of benefits with just \$40k in additional funding and has requested to remain on the City payroll or receive a larger cash contribution. The Finance Committee identified several options including moving forward with the existing plan of \$40k in additional funding, making an additional cash contribution in the amount of the actual benefits cost, or keeping Creative Portland on the City payroll through January 1, 2020 giving them a longer period of time to make alternative arrangements. Staff is currently calculating the fiscal impact of the last option and will have more information at the 5/15 Finance Committee meeting.
7. **Add Funding into the Planning and Urban Development Budget** – Several City Councilors requested detailed information about what was requested by the Planning and Urban Development Director. For purposes of discussion, a Senior Planner or Development Review would cost \$78,079 inclusive of fringe and a Preservation Compliance Officer would cost \$69,101 inclusive of fringe. The additional backup memos from planning include complete detail on their budget requests.
8. **Fund the P-STEP Program with 0 Hancock Street Proceeds** – As part of the FY20 Budget orders there is a recommended appropriation of the final \$1M of 0 Hancock Street sale proceeds to fund two items: \$200,000 for the Housing Trust Fund and \$800,000 for the Portland Landing Project. An amendment request was made to fund the P-STEP Program, \$200,000 out of these sale proceeds instead of via the tax levy. However, as part of this amendment there would be a proposal to add back \$90,000 into the Planning & Urban Development budget. This would result in a net decrease to the tax levy of \$110,000 (\$0.02). Two pieces of additional info are still needed on this amendment: 1) which items are being proposed to be added back into the Planning budget and 2) which items are proposed to be cut from the City Manager's Recommendation on the 0 Hancock Street sale proceeds.
9. **Additional Funding for Sidewalk Plowing / Snow Removal** – At the 5/15 Finance Committee meeting Staff will be prepared to provide additional information about additional funding needed and feasibility of additional sidewalk plowing / snow removal.
10. **Additional Funding for the Portland Opportunity Crew** – A potential amendment has been discussed to expand funding for the Portland Opportunity Crew program brought forward by the City Manager in 2017. No specific amount of amendment was finalized. The cost per crew per week (6 hours per day, 6 participants, 2 days per week) is \$1,349/week or \$25,640 assuming 19 weeks of funding.
11. **Portland Public School Budget** – So far no specific amendments have been proposed on the Portland Public School budget but there has been some indication from Councilors that a decrease may be requested.



CITY OF PORTLAND

To: Finance Committee

From: Chief Keith Gautreau and Finance Director Brendan O'Connell

Date: April 25, 2019

Re: Engine 1 Relocation Plan Memo

As everyone is aware, in the FY20 budget the Fire Department is undergoing a reorganization to meet the needs of today's Portland. EMS calls have risen by approximately 25% over the last decade while structure fire calls have decreased by almost 50%. In addition for the need to address this shift in call type, we also have two underutilized pieces of apparatus at Munjoy Hill Fire Station, Engine 1 and Ladder 1. It is important to note that Ladder 1 is a "quint", a piece of apparatus that can function both as a water pumping fire engine or a traditional ladder truck. Ladder 1 only received 1265 calls for service in 2018, almost 50% less than the busiest ladder truck in the City (see Apparatus Activity CY18 slide for complete details). Engine 1 only received 1890 calls for service in 2018, an average of 40% less than the three other on-peninsula engine companies. For several reasons as outlined in this memo, beginning on July 1, 2019, Engine 1 will be decommissioned. **No reduction in force will occur as a result of the decommissioning** and going forward the 12 positions will be utilized as follows;

- 1 Division Chief of EMS / Training
- 1 C9 ("Car 9") Position on Platoon #2
- 1 SAO Admin Support Position (HR & Payroll)
- Adding 1 Firefighter per shift to Rescue 1 (Pool coverage when necessary)
- 5 Firefighter positions assigned to the Pool for coverage of Leave

It is important to note that **the Munjoy Hill Fire Station is not closing**. There will still be two pieces of apparatus at the Munjoy Hill Station and ten other pieces of apparatus within a 2 mile radius at Central Fire Station (0.6 miles, within view of the Munjoy Station), Bramhall Fire Station (1.6 miles down Congress Street), and Ocean Avenue Fire station (2.1 miles away from station to station but significantly closer to a majority of the East End). As noted in the additional materials on staffing ratios, Portland's Fire Department staffing remains among the highest per capita in the nation and as we have noted several times previously implementation to this plan presents no increased danger to the public at large, otherwise we would not have brought it forward. This plan allows us to accomplish the following:



CITY OF PORTLAND

- EMS is now 75% of what we do and we need a Chief Officer to oversee all of EMS, QA / QI, License renewals, Medical Billing, Supplies, Training, Hospital liaison, coordination with staff on leave and much more. If we are not able to add these positions our FY20 EMS revenue estimate must be adjusted down.
- Filling the C9 Position will complete the much needed support in the street for our providers and keep up with the expanding and challenging calls for service.
- Our current Principal Administrative Officer simply can not keep up with the all the necessary administrative work in an organization this large. This SAO position gets us closer to mirroring the Police Dept.'s administrative support. This move allows the administration to work on more grant funded equipment projects needed to support our aging facilities.
- The Rescue Company, which the City Manager supported funding via the operating budget in previous City budgets even as grant funding expired, is the future of this Department and allows us to handle technical and specialty incidents. It is also the Fire Company that has the potential to become funded by state and federal money with its regional response capabilities. Therefore, putting the third firefighter position back on the Rescue is a start in that direction.
- Engine Company 1 was scheduled for replacement in the FY21 CIP with Engine Company 6 and Ladder Company 6 also scheduled for replacement in the FY21 or FY22 CIP. With approximately \$10M of total CIP funding available in both FY21 and FY22, the plan alleviates a significant funding issue for Fire apparatus.
- Lastly, we all know that we have serious challenges with coverage of all sorts of leave, specifically FMLA. Adding 5 Firefighters to the pool, 8 when necessary will significantly reduce our overtime costs and keep us at a 5.6% budget increase for FY20.

Please see the additional memo from the Director of Innovation and Performance Management in regards to Fire staffing nationwide as well as the attached presentation which contains details on apparatus activity by station (17 mainland apparatus only), call volume by category, reallocation plan by piece of apparatus, projected distribution of Engine 1 calls, number of actual building fires in 2018 (37), and comparisons of Portland's staffing levels to those in other municipalities nationwide.

FIRE DEPARTMENT FY20 BUDGET

May 2, 2019



Engine 1 Personnel Reallocation Plan

Engine 1 = 12 Positions(3 per shift x 4)

- ☐ 1 Position to Div. Chief of EMS / Training
- ☐ 1 Position to Admin Support for HR and Payroll
- ☐ 1 Position to C-9 for EMS Operations support
- ☐ 5 Positions to Vacation Pool coverage
- ☐ 4 Positions to Rescue 1 (available for coverage)

* Nine available positions to cover leave (vacation, FMLA, sick, training)

Station	Companies	Personnel	Total Calls	EMS Calls	Fire Calls
Munjoy	Engine 1	1 Cpt, 3 Lt, 8FF	1890	836	1052
	Ladder 1	1 Cpt, 3 Lt, 8FF	1265	246	1019
	Medcu 1	8FF	2128	1991	137
Central	Engine 5	1 Cpt, 3 Lt, 8FF	3495	2034	1461
	Medcu 5	8FF	3165	2878	287
	Car 9	3 Lt.	2753	2400	353
Bramhall	Engine 6	1 Cpt, 3 Lt, 8FF	2683	1298	1385
	Ladder 6	1 Cpt, 3 Lt, 8FF	1660	493	1167
	Medcu 6	8FF	2746	2527	219
	Rescue 1	1 Cpt, 3 Lt 4FF	1557	757	800
	Pool Coverage	4 Lt, 16FF			
	Car 5	4 Dep. Chiefs	1000	425	575
Stevens Ave	Ladder 3	1 Cpt, 3 Lt, 8FF	2371	1408	963
	Medcu 3	8FF	2759	2576	183
Riverton	Engine 9	1 Cpt, 3 Lt, 8FF	1420	759	661
Allen Ave	Ladder 4	1 Cpt, 3 Lt, 8FF	1285	594	691
	Medcu 4	8 FF	2424	2253	171
Ocean Ave	Engine 11	1 Cpt, 3 Lt, 8FF	1933	1190	743

Apparatus Activity CY18

Call Volume CY18

Call Category	Engine 1	Ladder 1	Engine 11	Ladder 4
1. Fire Calls	95	96	75	81
2. Overpressure, Rupture, Explosion	26	27	30	27
3. Medical	836	246	1210	594
4. Hazardous Condition, No Fire	92	97	76	104
5. Service Call	73	74	138	94
6. Good Intent Call	79	84	76	72
7. False Alarm/False Calls	687	639	325	311
8. Severe Weather/ Natural Disaster	1	1	0	0
9. Special Incident	1	1	3	2
Total Calls	1890	1265	1933	1285

Call Volume 2017 vs. 2018*: Engine 11 and Ladder

4

Call Category	Engine 11-2018	Engine 11- 2017	Ladder 4-2018	Ladder 4-2017
1. Fire Calls	75	90	81	101
2. Overpressure, Rupture, Explosion	30	16	27	18
3. Medical	1210 (+168)	1078	594 (-127)	763
4. Hazardous Condition, No Fire	76	96	104	104
5. Service Call	138	102	94	71
6. Good Intent Call	76	75	72	72
7. False Alarm/False Calls	325	307	311	283
8. Severe Weather/ Natural Disaster	0	0	0	0
9. Special Incident	3	1	2	0
Total Calls	1933	1765	1285	1412

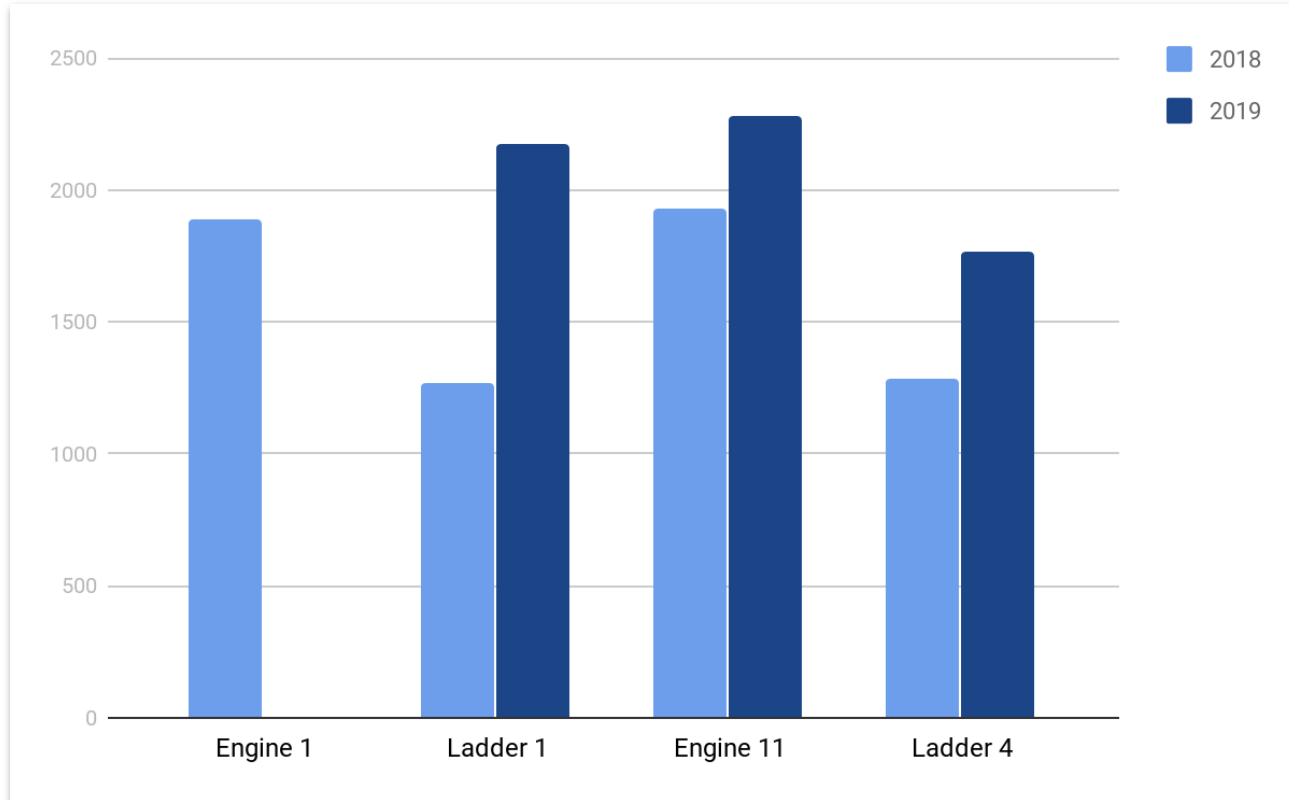
*L4 running out of Riverton station during Allen Ave. renovations, response territory shifted so E11 covered more calls
Once L4 back in Allen Ave Station, E11 medical calls anticipated to decline by 130 per year

Engine 1 Calls Shifting to Ladder 1, Engine 11, Ladder 4

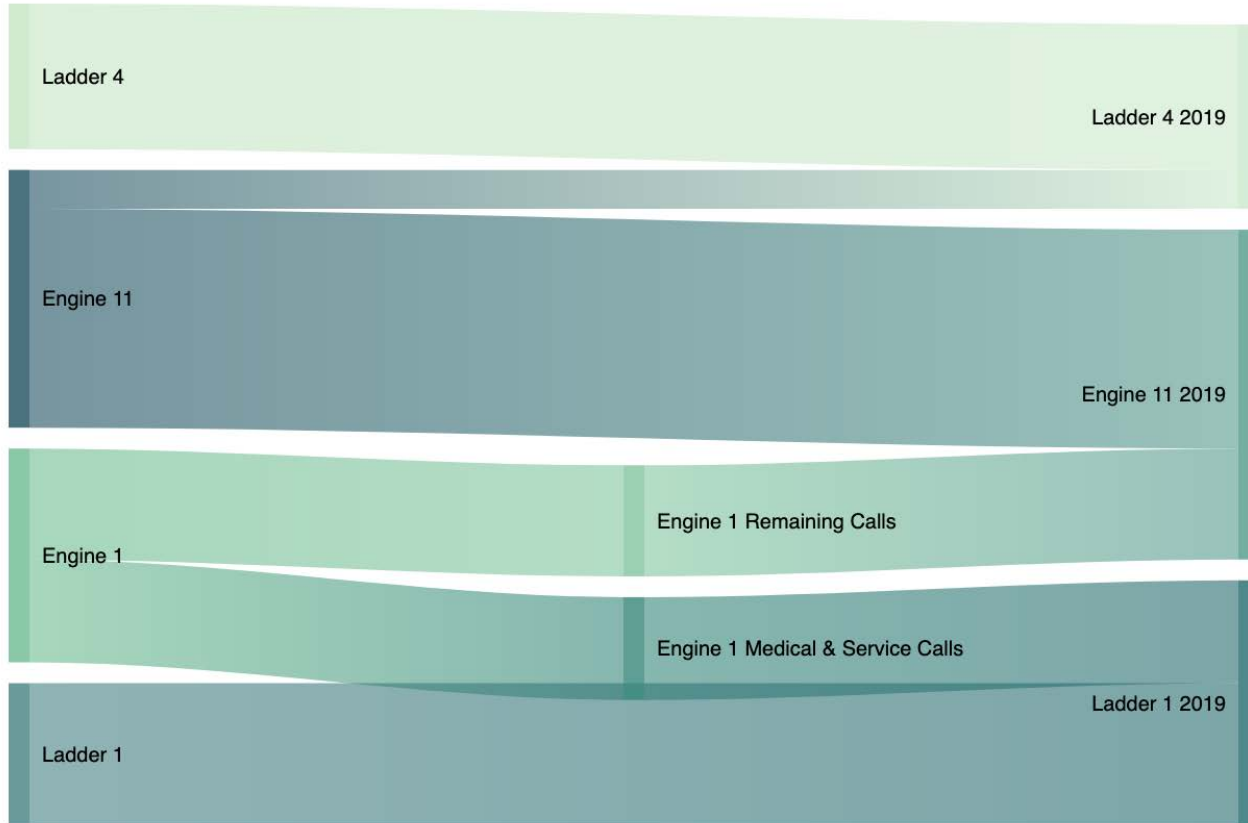
Call Category	Engine 1 2018	Ladder 1 2018	Ladder 1 2019	Engine 11 2019	Ladder 4 2019
1. Fire Calls	95	96	96	95	81
2. Overpressure, Rupture, Explosion	26	24	24	30	27
3. Medical	836	246	1082	735	1070*
4. Hazardous Condition, No Fire	92	97	97	125	104
5. Service Call	73	74	147	138	94
6. Good Intent Call	79	84	84	140	75
7. False Alarm/False Calls	687	639	639	1012	311
8. Severe Weather/Natural Disaster	1	1	1	1	0
9. Special Incident	1	1	1	1	2
Total Calls	1890	1265	2171	2277	1764

* Normal territory EMS Calls plus Canco Rd. calls

Projected Distribution of Engine 1 Calls in 2019



Projected Distribution of Engine 1 Calls in 2019



Building Fires CY18

Responding Company	# of Fires
E1	20
L1	26
L3	21
L4	22
E5	20
E6	24
L6	28
R1	29
E9	12
E11	19
Total # of Building Fires	37



CITY OF PORTLAND
Executive Department

MEMORANDUM

TO: Jon Jennings, City Manager

FROM: Lena Geraghty, Director of Innovation and Performance Management

DATE: May 14, 2019

SUBJECT: Fire Personnel and Apparatus Per Capita Analysis

As part of the FY20 budget there have been several conversations about the City of Portland's Fire Department and its provision of fire and EMS services. To aid in the discussion, I've gathered some analysis of staffing levels in other fire departments for increased decision-making capacity.

Per capita staffing analyses commonly use firefighters per 1,000 residents as a point of comparison. There are 226 staff members in the Fire Department included in the FY20 Proposed Budget. According to the FY18 CAFR, the City of Portland's Fire Department has 209 firefighters, EMTs, and officers (firefighters), plus 10 civilian staff, resulting in 3.12 firefighters per 1,000 residents. The National Fire Protection Association (NFPA) released a 2017 report which demonstrates staffing levels based on a variety of factors.¹ Below are a few of the most relevant tables for the budget discussion.

Table 3. Career Firefighter Rates by Population Protected, 2017

Population Protected	Career Firefighters Per 1,000 Population		
	Low	Median	High
1,000,000 or more	0.63	1.13	1.73
500,000 to 999,999	0.55	1.21	2.57
250,000 to 499,999	0	1.14	2.35
100,000 to 249,999	0.06	1.41	3.11
50,000 to 99,999	0	1.33	3.32
25,000 to 49,999	0	1.16	3.79

Table 6. Median Rates of Career Firefighters per 1,000 People by Region and Population Protected, 2017

Population Protected	Northeast	Midwest	South	West
250,000 or more	1.18	1.38	1.23	0.92
100,000 to 249,000	2.09	1.42	1.59	0.98
50,000 to 99,999	1.71	1.23	1.59	1.09
25,000 to 49,999	1.72	0.91	1.73	1.07

¹ Ben Evarts and Gary Stein, "US Fire Department Profile 2017," National Fire Protection Association, March 2019.
<https://www.nfpa.org/-/media/Files/News-and-Research/Fire-statistics-and-reports/Emergency-responders/osfdprofile.pdf>.

As you can see, the City of Portland's Fire Department staffing levels are not in line with the reported levels of a majority of the 21,488 fire departments who responded to the NFPA survey.

Additionally, I looked at the staffing levels of both the Boston, MA, and Manchester, NH, fire departments. As reported in Boston's FY19 budget and FY18 CAFR, there are 1,652 firefighters, which translates to 2.41 firefighters per 1,000 residents. As reported in Manchester's FY18 CAFR, there are 208 firefighters, which corresponds to 1.87 firefighters per 1,000 residents. Although there is some variety in the services provided by the municipalities, there is still a significant disparity in staffing levels. Even removing the 22 firefighters assigned to the Air Rescue and Marine Units from the calculation, Portland's Fire Department staffing level is 2.80 firefighters per 1,000 residents.

Analysis of Nearby Fire Departments

Municipality	Total Staff	Firefighter, EMTs, & Officers	Civilians	Population (2017)	Firefighters Per Capita (1,000 residents)
Portland, ME		209	10	66,882	3.12
Boston, MA	1,682	1,652		685,094	2.41
Manchester, NH		208	16	111,196	1.87

Finally, NFPA provides some insight into average apparatus rates by community size. Currently, the City of Portland has 6 engines and 5 ladders. With the decommissioning of Engine 1, the City would have .15 pumpers per 1,000 residents, almost twice the average apparatus rate for a city like Portland.

Table 15. Average Apparatus and Station Rates per 1,000 Population by Community Size, 2015-2017

Population Protected	Pumpers per 1,000 Population	Other Suppression Vehicles Per 1,000 Population	Aerial Apparatus per 1,000 Population	Stations per 1,000 Population
1,000,000 or more	0.03	0.01	0.01	0.03
500,000 to 999,999	0.05	0.02	0.01	0.05
250,000 to 499,999	0.06	0.03	0.01	0.06
100,000 - 249,999	0.07	0.03	0.01	0.07
50,000 to 99,999	0.08	0.04	0.02	0.08
25,000 to 49,999	0.11	0.07	0.02	0.09
10,000 to 24,999	0.18	0.14	0.03	0.13
5,000 to 9,999	0.31	0.29	0.04	0.19
2,500 to 4,999	0.52	0.61	0.03	0.34
Under 2,500	1.12	1.77	0.03	0.89
National Average	0.2	0.21	0.02	0.15

I hope this information is helpful for the remainder of the budget conversations. Please let me know if there are additional questions.

Sincerely,



Additional Information to Director of Innovation & Technology's Memorandum from Fire Department Administration

Lena Geraghty's excellent work shows that the ratio of Portland firefighters per 1000 people is 3.12 ff/1000 pop, which is high when compared to the national average. This gives us an opportunity to highlight the many services that the PFD provides, which may vary significantly from those provided by other jurisdictions, and demonstrate that our current staffing is appropriate for all that we do.

For example:

The PFD is staffed with 209 uniformed personnel. With these 209 employees:

We provide an EMS transporting ambulance service, which is composed of 43 personnel

We provide Airport firefighting service, 10 personnel

We provide a Marine Division and service to the islands in Casco Bay, 12 personnel

10 additional positions are Administrative and not part of the 209

Fire Alarm is a separate division distinct from the PFD budget

Since the PFD provides such a wide diversity of services, it is difficult to find equivalent fire departments to compare us to.

Boston Fire has a total staff of approximately 1680, but does not provide EMS transport or Airport firefighters

1524 are uniformed personnel

68 are Fire Alarm

76 are civilian staff

BFD uniformed personnel without EMS transport service or Airport 2.22/1000

PFD uniformed personnel without EMS transport service or Airport 2.33/1000

Boston EMS has 420 full time employees. If we add them to the 1524 uniformed personnel for Boston Fire we get 1944 employees providing Fire and EMS services, a ratio of 2.84/1000
Portland uniformed personnel for Fire and EMS without Airport personnel is 2.98/1000

Boston, given it's older construction and building types is an excellent comparison city for Portland in this regard.

Manchester has 208 firefighters, does not provide EMS ambulance transport, Airport firefighting, or a Marine Division = 1.87/1000 pop.

209 Portland FFs, less EMS, Airport, and Marine Division = 2.15/1000 pop.

Compared regionally, for the services the PFD provides, we are relatively equivalently staffed with uniformed personnel. The proposal to add staffing will increase the responder to 1000 person ratio.

In regards to civilian staffing compared to uniformed personnel:

Boston - 1524 uniformed to 76 civilian = 20/1 ratio

Manchester - 208 uniformed to 16 civilian = 13/1

PFD - 209 uniformed to 10 civilian = 21/1

Given the size of the Boston Fire Department, economies of scale are realized in civilian service to uniformed personnel. These efficiencies allow the BFD to operate effectively at this ratio. In

comparison, the nearly identical much smaller size of the PFD and Manchester provide a much clearer picture of the need for more civilian staff in the PFD. Increasing administrative staffing by two positions will reduce our ratio to 17/1

Our plan for reallocation of Engine 1's personnel brings us much more into line for uniformed to admin. personnel ratios with other departments without increasing our staffing ratio.

In regards to apparatus

Counting the apparatus on Cliff, Great Diamond, Cushing and Peaks Islands the PFD has 10 pumpers, and 5 ladders

If we only consider the staffed apparatus, we have 6 engine (pumpers) and 5 ladders (aerials)

The pumpers per 1000 residents data of 0.15 is based on the fact that four of the five ladders have pumps. In actuality, engines usually function as pumpers for us on a fire scene, and the ladders as aerials. These figures also include the Peaks Island pumper and ladder. If the Peaks apparatus are removed from the equation, and only the mainland engines are counted as pumpers, after the decommissioning of Engine 1 we would have 4 pumpers and be at 0.06 pumpers per 1000 residents. With 4 ladders, we'd also be at 0.06 aerials per 1000 residents. To further break this down, only one of the four ladders is exclusively a true aerial, three of the four ladders are "quints", meaning that they have both aerial ladders and pumps. These three could be classified as "other suppression vehicles", along with our Heavy Rescue truck, which would lower our aerial/1000 figure to 0.015, and put the other suppression vehicles ratio at 0.060.

The distribution of apparatus types on the mainland is commensurate with the national averages for apparatus types within the range of the population of the City of Portland.

Fire Department Administration Conclusion:

From Lena's work, we can demonstrate that the current Portland Fire Department staffing is higher than the national average, but by comparing all the services provided by the personnel, we are in line with other large area departments with similar construction characteristics.

The uniformed to administrative personnel ratio is high in the PFD, but our plan to reallocate some personnel resources from uniformed to admin will begin to correct this.

The proposed number and configuration of fire apparatus is consistent with national averages for the population of the City.

Order 251-14/15

Amended to reflect new General Assistance state reimbursement of 70% (\$334,112.00):

Passage 9-0

Amended to reflect new State Shelter allocation of \$300,000: Passage 9-0

Amended to add costs of the Overflow Shelter of \$265,217: Passage 9-0

Amended to add one full-time Park Ranger, no net expenditure change: Passage 9-0

Amended to add one half-time Bicycle-Pedestrian Coordinator, \$25,089: Passage 5-4

(Duson, Mavodones, Hinck, Suslovic)

Amended to reduce charges to existing capital projects by \$18,800: Passage 5-4 (Duson, Mavodones, Hinck, Suslovic)

Amended to establish the Portland Community Support Fund, \$2,634,000, providing General Assistance to asylum seekers of \$2,634,000.00 less transition funds budgeted in contingency of \$300,000.00 and to reduce school levy tax by \$1,700,000.00 in anticipated increase State GPA education funding (cost of \$634,000):

Passage 5-4 (Duson, Mavodones, Hinck, Suslovic).

Passage: 5-4 (Duson, Mavodones, Hinck, Suslovic) on 6/25/2015 Effective 7/5/2015

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

CITY OF PORTLAND
IN THE CITY COUNCIL

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

FISCAL YEAR 2015-2016 APPROPRIATION RESOLVE

RESOLVED, that the sum of \$225,036,526 is hereby appropriated for Fiscal Year 2016 for General Municipal purposes; and

BE IT FURTHER RESOLVED, that the sum of \$102,776,657.00 is hereby appropriated for Fiscal Year 2016 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2015 and not exempt from taxation, to the aggregate amount of \$81,025,202 for municipal purposes and \$78,073,211 for school purposes for a total tax levy of \$159,098,413 resulting in a tax rate of \$20.63 per \$1,000 of valuation (a 3.1% increase) and in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due on September 11, 2015, and payable in two equal installments, the first due on the 11th day of September, 2015, and the second installment due on the 11th day of March, 2016. The delinquency rate of interest shall be seven percent (7%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be three percent (3%) per annum.

**Amendment to Fiscal Year 2015-2016 Appropriation Resolve
Order 251-14/15**

**Prepared by Corporation Counsel for
Councilor Brenerman and Councilor Costa**

**RE: APPROVING THE ESTABLISHMENT OF
THE PORTLAND COMMUNITY SUPPORT FUND**

WHEREAS, the City of Portland has a policy (contained in Chapter 2 of the Portland City Code) to not inquire as to the immigration status of any person when determining eligibility for any of its programs including, but not limited to, General Assistance; and

WHEREAS, during Fiscal Year 2015, the City was notified by the Maine Department of Health and Human Services (“DHHS”) that it was implementing a new policy and would no longer reimburse the City for the General Assistance payments that the City had made to persons seeking asylum in the United States, citing as its authority the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (“PRWORA”); and

WHEREAS, in Fiscal Year 2015, pursuant to its new policy, DHHS only reimbursed the City for a portion of its General Assistance payments, which required, among other things, the City to essentially fund its program by itself, so it could continue to pay General Assistance to persons here seeking asylum; and

WHEREAS, given the recent Maine Superior Court decision and the actions of both the Governor and the Maine Legislature, it is important for the City of Portland to develop a response to assist the approximately nine hundred (900) persons who will be left homeless and without basic necessities on July 1, 2015; and

WHEREAS, in accordance with subsection (d) of section 1621 of Title 8 of the United States Code, through the establishment of the Portland Community Support Fund Program in this Order the City Council means and intends to provide assistance and funding to asylum seekers; and

THEREFORE, BE IT ORDERED, that beginning July 1, 2015, asylum seekers who have received General Assistance from Portland as of June 30, 2015 will be formally assisted from a new local fund entitled the Portland Community Support Fund, which is hereby established by the City Council; and

BE IT FURTHER ORDERED, that no new or additional asylum seekers will be provided General Assistance benefits as of July 1, 2015 from the Portland Community Support Fund; and

BE IT FURTHER ORDERED, that the Portland Community Support Fund shall be used to implement a program to provide assistance and basic necessities (including, but not limited to, food, shelter, and prescription drugs) to asylum seekers who may not qualify under the State of Maine's General Assistance program and/or PRWORA, and that whose application to this program shows them to have a need for assistance; and

BE IT FURTHER ORDERED, that the Portland Community Support Fund which is hereby established shall be a one (1) year program reasonably and affordably hereby funded with a one-time appropriation of \$2,634,000, and shall be funded from the following sources:

- 1) \$2,000,000 from state funding; and
- 2) \$634,000 from funds already budgeted by the City Manager in the proposed City budget; and

BE IT FURTHER ORDERED, that any additional funds awarded to the City (as a result of favorable court decisions or from State of Maine budget allocations) shall be dedicated toward replenishing the City's fund balance; and

BE IT FURTHER ORDERED, that the City may also accept contributions from public and private sources, including government and non-government organizations, private foundations and individuals, in addition to its one-time appropriation, to the Portland Community Support Fund; and

BE IT FURTHER ORDERED, that the Portland Community Support Fund Program shall be administered pursuant to rules/guidelines to be adopted by the City Council and administered by the City of Portland Department of Health and Human Services; and

BE IT FURTHER ORDERED, that a Community Advisory Committee shall be established to develop a systemic response to providing intensive case management, employment opportunity, health care and housing referrals for asylum seekers within the City of Portland; and

Portland Community Support Fund

Policy

Through the establishment of the Portland Community Support Fund ("PCSF"), the City Council means and intends to provide assistance and funding to "asylum seekers."

Beginning July 1, 2015, "asylum seekers" who are noncitizens lawfully present in the United States for one (1) year or less from their date of arrival or who are pursuing a lawful process to apply for immigration relief (as described further below) and have received General Assistance from Portland in June of 2015, will be formally assisted from the PCSF.

Procedure

Clients will be broken down into two categories: New Intakes On/After July 1, 2015 and Client as of June 30, 2015. Following that breakdown, a series of questions will be addressed.

New Intakes On/After July 1, 2015

- Are you a U.S. citizen?
 - Yes- Complete a General Assistance application
- If not a U.S. citizen, are you of permanent status? (ie Asylum Granted, Refugee, or Legal Permanent Resident)
 - Yes- Complete a General Assistance application
- If not of permanent status, has the I-94 date stamped onto their visa expired?
 - No- Complete a General Assistance application
- Once the I-94 date has expired, making the client no longer eligible for reimbursement from the state, they will no longer be eligible for benefits through the City.

Client as of June 30, 2015

- Are you a U.S. citizen?
 - Yes- Complete a General Assistance application
- If not a U.S. citizen, are you of permanent status? (i.e. Asylum Granted, Refugee, or Legal Permanent Resident)
 - Yes- Complete a General Assistance application
- If not of permanent status, has the I-94 date stamped onto their visa expired?
 - No- Complete a General Assistance application
- If the I-94 stamp has expired, is the client within one year of their entry into the United States?
 - No- The client is ineligible for the Portland Community Support Fund and General Assistance
- If they are still within their one year of entry, has the client applied for asylum?
 - Yes- The client is eligible for continued support through the Portland Community Support Fund

CITY OF PORTLAND
HEALTH & HUMAN SERVICES DEPARTMENT
SOCIAL SERVICES DIVISION

Attachment F

- o No- The client is eligible for the Portland Community Support Fund for up to one year from entry in to the United States

Table of Contents

Page Number	Topic
2	FY20 Budget - Frequently Asked Questions
6	FTE History FY00 - FY20
9	5 Year Wages History by Fund
12	Vacancy Report
14	Fire Department - Engine 1 Relocation Memo
16	Fire Department - Personnel and Apparatus Per Capita Analysis
18	Fire Department - FY20 Budget Engine 1 Reallocation Plan and Additional Data
30	Cultivating Communities Memo from Staff Re: Funding Level
36	Parks and Rec - Other Requests for Information
42	Q&A Memo - Legal Department
43	4-29-19 HHS Workshop Presentation and Community Support Resources
69	Overflow Shelter / Community Support Fund Questions
78	Revenues: FY20 Fee Increases
91	Revenues: Penalties / Fees by Chapter
92	Revenues: FY15 Fee Changes
117	Revenues: FY16 Fee Changes
163	Revenues: FY17 Fee Changes
177	Revenues: FY18 Fee Changes
190	Revenues: FY19 Fee Changes
217	TIF Annual Report Prepared 2/2018
247	Portland Jetport Budget Presentation
253	Hadlock Field Lease Agreement
310	Permitting & Inspections - Follow Up Q&A Memo
328	Planning and Urban Development Follow Up Q&A
333	Bag Fees by Municipality
334	Budget Powerpoint Slides from Finance Director - Overview and Smaller Departments



MEMORANDUM

FY20 Budget - Frequently Asked Questions

DISTRIBUTE TO: Members of the Finance Committee, City Manager

FROM: Brendan T. O'Connell - Finance Director

DATE: May 9, 2018

SUBJECT: **FY20 City Manager Recommended Budget - Frequently Asked Questions**

During the past several months the Finance Department as well as the Assessors Office have fielded many questions from residents of the City in regards to the FY20 budget and valuation. Many of these questions have come up repeatedly via phone, email and in person. This memo is intended to summarize responses to many of the frequently asked questions ("FAQ"). This FAQ list will be updated as the budget process continues through April and May.

Frequently Asked Budget Questions

1. I noticed the budget includes \$85M of new estimated valuation. Why are my taxes increasing during a time when there is so much new value and new building in the City of Portland?
2. What is the breakdown of the tax levy between City and School operations? Is it 50/50?
3. The State of Maine equalized valuation for Portland is nearly \$9.5B but the local assessed value is \$7.9B. What is the difference between these values and how do they impact my taxes?
4. Will the upcoming revaluation help alleviate budget pressure and provide more tax dollars for the budget?
5. When will the revaluation be complete and reflected on my property tax bill?
6. Why are there large increases in the Planning and Urban Development, Social Services, and Public Health budgets? Is this related to bringing grant revenues / expenses into the budget?

Question 1: I noticed the budget includes \$85M of new estimated valuation. Why are my taxes increasing during a time when there is so much new value in the City of Portland?

Property valuation has grown by \$85 million in the current year due to significant new projects breaking ground and continues our upward trajectory in overall valuation. This \$85 million of new property value creates an additional approximately \$991,950 in tax revenue for municipal use¹. While this may seem like a significant amount, it represents only a 0.108% overall increase to our FY19 valuation of approximately \$7.9 billion, and can only fund a fraction of the cost increases and budget challenges we face in FY19, many of which are outside of City control. These include the increases in Cumberland County tax (\$351k), increases in pension obligation bond debt service (\$924k and increasing by around \$1M annually through 2026), contractually obligated union compensation increases (approximately \$3.2M) and more. The increase in valuation can only fund a fraction of the cost increases that are outside of City control and our valuation increase is lower than inflation.

Question 2: What is the breakdown of the tax levy between City and School operations?

The current overall City of Portland tax rate for FY19 (\$22.48) can be broken down between education (\$11.14 of the \$22.48 - 49.6%), municipal operations (\$10.54 of the \$22.48 - 46.9%) and Cumberland County tax (\$0.80 of the \$22.48 - 3.6%). The portion of the overall tax levy related to Cumberland County is outside of City control and is separately passed each year by the County - the levy is largely dependent on valuation of each community within the county. The portion of the tax levy related to education is approved by voters each spring (after being separately approved by the Board of Education and the City Council). The portion of the tax levy related to municipal operations is approved by the City Council each May.

Question 3: The State of Maine equalized valuation for Portland is nearly \$9.5B but the local assessed value is \$7.9B. What is the difference between these values and how do they impact my taxes?

Answer from our Assessor: The State Equalized Valuation (SEV) is used as the basis to apportion the county tax, state-municipal revenue sharing, road assistance (highway block grants), general assistance grants and, the largest piece, state aid for education. It is also used by some utilities, such as the Portland Water District in its assessment of wastewater fees to municipalities.

State aid is vital to our municipal finances. The formula used to calculate the various municipal shares of state aid employ a variety of variables, including valuation of taxable property. For the state aid to be distributed equitably, the variables used in the formulas must be consistent; that is, the valuation figures must reflect the same percentage of market value for every municipality. Municipalities are required to assess at no less than 70% of true and just market value for property tax purposes, but within that constraint there is great variability. Through the process known as State Equalized Valuation, Maine Revenue Services develops annually an equalized value of every organized municipality and the unorganized territory. The finished product reflects the 100% taxable value for the municipality but does

¹ The total mil rate is broken down between the City budget and the School budget. The City portion of the total mil rate in the FY20 City Manager Recommended budget is \$11.67. $\$11.67 \times \$85,000,000 / 1000 = \$991,950$.

not represent the actual valuation used within the municipality which can vary widely between different municipalities.

- The City has not appealed or challenged the State Equalized Valuation. We agree with their analysis and their final value and would have a difficult time proving they are incorrect.
- The current State Equalized Valuation is based on actual property sales in the second half of 2017 and the first half of 2018. Values have risen since then so we know our SEV will continue to rise.
- The reason the City uses the \$7.985 bn in its estimated projections is because this is the actual valuation that local taxes are levied against. The State's Equalized Value is not used to levy local property taxes, it is an indicator of what the actual 100% valuation should be. There is a wide difference between the two and this is one reason why we are undertaking a revaluation.
- While the State "certifies" their equalized value, this is only an aggregate total based on a sales ratio study of market data from the preceding 18-24 months. The State does not apportion or allocate individual uniform values to the 24,000+ parcels that make up the City of Portland.

Further information on SEV can be found:

[Maine Revenue Services Property Tax Bulletin No. 1 - Maine State Valuation](#)

[Rule 201 - Rules of Procedures Used to Develop State Valuation](#)

Question 4: Will the upcoming revaluation help alleviate budget pressure and provide more tax dollars for the budget?

Staff Response: No – the revaluation has no impact on total funds collected for the budget. Each year the City Manager will recommend a budget, calling for the required amount of tax dollars to be levied on property owners. The revaluation will have no impact on the dollar amount levied – the total amount of tax dollars required for City / School operations will be the same both before and after the revaluation.

The revaluation will only impact how the dollars levied are split between City taxpayers. In general about 1/3 of the residents will pay more after the revaluation, 1/3 of the residents will pay the same amount, and 1/3 of the residents will pay less, but in total the amount of tax dollars collected will remain the same. When property values rise overall as a result of the revaluation, the mil rate will see a corresponding drop. For example, if total City property value increased 25% during the revaluation from \$8B to \$10B as a result of the revaluation (i.e. adjusting property values to their just values) the mil rate would then see a corresponding 25% percentage decrease.

EXAMPLE:

Pre-City Revaluation:

Total City Valuation: \$8,000,000,000

Mil Rate: \$20.00

*Total Tax Levy Needed for City/School Operations: \$160,000,000 (\$8,000,000,000 / 1000 * \$20.00)*

Post-City Revaluation:

Total City Valuation: \$10,000,000,000

Mil Rate: \$16.00 (drops because we still only need a tax levy of \$160,000,000)

*Total Tax Levy Needed for City/School Operations: \$160,000,000 (\$10,000,000,000 / 1000 * \$16.00)*

Question 5: When will the revaluation be complete and be reflected on my property tax bill?

New assessed values from the revaluation project are not expected to be finalized until July 2020. Property taxes will be levied on these new assessed values for Fiscal Year 2021, with the first half bills expected to be mailed in August 2020 and the second half bills following in March 2021.

Question 6: Why are there large increases in the Planning and Urban Development, Social Services, and Public Health budgets? Is this related to bringing grant revenues / expenses into the budget?

In FY19 there were significant additional revenues and expenditures paid directly from grants. Prior to FY20 these grant funded expenditures were excluded from the City budget and appropriation resolve. For FY20 the City has adopted a new financial software and has imported all of these grant related revenues and expenditures. This shows a more complete picture of City revenue sources and spending by project. However, for FY20 the addition triggers an artificial inflation when comparing FY19 to FY20 (i.e. the revenues and expenditures existed in FY19, but were not shown on the resolve). Amounts of grant related revenues and expenditures which existed in FY19 but were only added into totals by Division in FY20 are as follows:

- 1) Planning Admin: \$126,601
- 2) Housing & Community Dev: \$164,204
- 3) Public Health: \$839,356
- 4) Social Services: \$1,995,108

City of Portland
Authorized Employees Budget History
FY00-FY20 (CM)

Department	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	CM FY20
General Fund:																					
City Council	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	1.0	-----	-----	-----
City Clerk	7.0	7.0	7.0	7.6	9.0	10.3	10.3	9.8	9.9	10.0	10.1	9.0	9.2	9.6	9.2	9.2	8.9	7.4	7.8	7.9	7.9
City Manager ¹	8.6	9.6	9.8	8.4	8.8	8.7	8.7	10.7	12.7	12.0	13.0	13.0	14.0	13.0	9.0	10.0	15.0	8.0	13.0	10.5	9.5
Assessor	8.0	8.0	8.0	8.0	8.9	8.9	7.9	6.9	6.9	5.9	5.9	4.9	4.9	4.9	4.9	4.9	4.9	5.9	5.9	5.9	5.9
Finance	48.2	48.5	46.4	43.5	42.6	42.6	42.8	43.8	43.8	41.6	41.6	40.6	40.6	26.0	25.0	26.0	24.3	24.0	25.0	25.0	25.0
Legal	7.5	7.5	7.5	7.0	7.0	7.0	7.0	7.0	7.0	7.0	5.8	5.8	5.7	5.7	5.5	6.0	6.0	6.0	6.0	7.0	7.0
Human Resources ²	11.0	10.8	10.8	12.8	12.8	11.8	11.8	11.8	11.8	9.8	9.8	9.8	10.0	10.0	10.0	10.0	10.0	10.5	11.0	11.0	10.5
Parking	29.8	29.8	29.8	28.1	29.1	29.1	28.6	28.6	29.6	29.6	29.6	29.7	29.7	29.6	29.6	29.6	29.6	29.6	29.6	29.6	30.0
Economic Development ³	6.0	6.5	6.7	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	3.0	3.0	3.0	5.8	5.8	7.1	7.0
Police ⁴	219.4	222.6	224.5	221.8	227.9	222.3	222.7	225.1	225.1	212.0	212.0	216.5	219.0	221.0	220.5	225.3	223.3	227.3	232.3	226.3	227.0
Fire ⁵	231.0	243.0	247.0	243.0	242.0	243.0	244.0	243.0	243.0	229.0	223.0	222.0	222.0	234.0	235.0	235.7	228.1	229.6	229.2	226.0	226.0
Planning & Development	38.5	40.0	39.3	41.2	41.3	41.6	43.3	43.2	41.5	36.6	35.0	32.5	33.0	33.0	32.3	35.4	34.7	21.5	24.0	24.0	24.0
Permitting & Inspections ⁶	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	23.0	28.0	28.0	28.5
Waterfront ⁷	3.0	6.0	-----	-----	-----	-----	-----	-----	3.0	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Information Technology ⁸	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	16.6	16.8	17.3	17.0	17.0	17.0	17.3	16.0
Public Works ⁹	126.0	117.0	115.0	113.5	115.3	122.3	134.2	140.3	142.2	159.8	156.0	149.0	150.0	150.0	152.0	152.5	148.5	125.0	129.0	131.0	131.5
Facilities Management (PAF <u>32</u>) ¹⁰	26.6	29.0	30.1	29.2	31.8	28.7	28.2	18.7	53.5	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Public Buildings (<u>33</u>) ¹¹	22.0	21.8	16.8	14.8	14.8	23.4	21.6	30.6	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Parks, Recreation & Facilities (<u>33</u>) ¹²	-----	-----	-----	-----	-----	-----	-----	-----	-----	105.2	105.9	105.0	105.7	107.2	118.1	121.6	120.0	155.2	161.5	142.0	140.7
Parks & Recreation (<u>34</u>) ¹³	96.4	116.2	111.4	104.7	97.6	90.4	90.6	92.9	94.6	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Public Buildings & Waterfront (<u>35</u>) ¹⁴	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	24.5	24.5
Health & Human Services:																					
HHS-Administration ¹⁵	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	5.0	5.0	5.0	4.0
Public Health ¹⁶	62.7	61.6	61.7	61.7	64.0	71.2	73.2	75.0	85.1	88.0	86.1	89.9	101.0	80.8	92.4	70.0	62.3	42.2	25.0	27.1	28.3
Social Services ¹⁷	50.5	60.0	58.5	59.0	57.9	59.3	55.7	55.8	57.7	53.6	60.0	59.0	56.7	65.7	76.1	79.4	90.7	78.3	80.1	87.8	93.5
Barron Center	272.9	272.7	264.6	263.0	261.7	261.8	263.1	261.3	261.3	258.8	260.3	261.3	261.3	262.3	264.1	266.2	266.7	260.7	263.7	244.0	246.8
Total HHS:	386.1	394.3	384.8	383.7	383.6	392.3	392.0	392.1	404.1	400.4	406.4	410.2	419.0	408.8	432.6	415.6	419.7	386.2	373.8	363.9	372.6
General Fund Subtotal:	1,275.1	1,317.6	1,294.9	1,267.3	1,272.5	1,282.4	1,293.7	1,304.5	1,328.7	1,258.9	1,254.1	1,248.0	1,262.8	1,269.4	1,303.5	1,302.1	1,293.0	1,283.0	1,298.9	1,287.0	1,293.6
Enterprise Funds:																					

City of Portland
Authorized Employees Budget History
FY00-FY20 (CM)

Department	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	CM FY20
Seaport ¹⁸	-----	-----	10.0	9.0	11.0	11.0	11.0	8.0	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----
Golf Course ¹⁹	5.0	6.0	6.0	6.0	6.0	7.0	7.0	6.0	6.0	5.0	5.0	4.0	4.0	3.0	-----	-----	-----	-----	-----	-----	-----
Sewer Fund	42.0	52.0	50.0	53.0	53.0	53.0	40.0	36.0	37.0	38.0	39.0	37.0	37.0	37.0	38.0	39.0	32.0	31.0	30.0	33.0	33.0
Stormwater Fund ²⁰	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	-----	11.5	11.0	13.0	10.0	10.0
Ice Arena ²¹	6.5	6.3	5.8	5.0	5.1	5.1	5.1	5.1	5.0	5.0	5.0	5.0	5.0	5.0	-----	-----	-----	-----	-----	-----	-----
Jetport ²²	31.0	34.0	37.0	38.0	39.0	44.0	44.0	44.0	45.0	44.0	45.0	45.0	46.9	47.0	47.0	49.0	49.5	50.5	52.5	56.0	59.0
Enterprise Funds Subtotal:	84.5	98.3	108.8	111.0	114.1	120.1	107.1	99.1	93.0	92.0	94.0	91.0	92.9	92.0	85.0	88.0	93.0	92.5	95.5	99.0	102.0
		°		°																	
Total City Employees:	1,359.6	1,415.9	1,403.7	1,378.3	1,386.6	1,402.5	1,400.8	1,403.6	1,421.7	1,350.9	1,348.1	1,339.0	1,355.7	1,361.4	1,388.5	1,390.1	1,386.0	1,375.5	1,394.4	1,386.0	1,395.6
FY FTE Change		56.3	(12.2)	(25.4)	8.3	15.9	(1.7)	2.8	18.1	(70.8)	(2.8)	(9.1)	16.7	5.7	27.1	1.6	(4.1)	(10.5)	18.9	(8.4)	9.6

*Notes:

- ¹ City Manager: Print Shop merged with City Manager from Finance during FY06
- ² Human Resources: Safety Efforts consolidated under HR from PW and Parks & Rec in FY03
- ³ Economic Dev. Merged w/ Planning in FY03; Economic Dev. transferred from the City Manager's department in FY14
- ⁴ Police: +9 New Jetport Security division Positions Approved in FY04 (Revenue Offset); (-9) Jetport Seurity division Positions Eliminated in FY05
- ⁵ Fire: Merger of EMS into Fire in FY01; Fire Alarms transferred from Public Buildings duiring FY01
- ⁶ Permitting & Inspections transferred from the City Clerk's Business Licensing, City Manager's Housing Safety & Planning's Inspections divisions in FY17
- ⁷ Waterfront transferred from Seaport Enterprises (EF) in FY08; Waterfront FTEs transferred to Recreation & Facilities Management and Jetport (EF) in FY09
- ⁸ Information Technology transferred from Finance's MIS division in FY13
- ⁹ Public Works: Field Operations division (GF) transferred to Sewer Fund (EF) in FY01; PDD transferred to PW from Parks & Rec during FY04; Sewer Districting transferred to PW GF in FY06 (Districting Consolidation); Solid Waste division's Riverside & Islands Contracted Services to In-hourse during FY06; Transfer of Sewer Eng. division (EF) positions to GF in FY07; Cemeteries Parks & Forestry divisions transferred from Parks & Rec (34) to PW in FY09
- ¹⁰ Facilities Management (PAF 32) Public Buildings (33) Consolidated w/ Facilities Mgmt (PAF 32) in FY08; Facilities Mgmt (32) and Parks & Rec (34) merged to new Parks Recreation & Facilities Department (33) in FY09
- ¹¹ Public Buildings (33): Custodial Staff transferred from PAF, PW and Parks & Rec during FY04; New Positions Replaced Cleaning Contract in FY05; PAF Maintenance Staff transferred to Public Buildings in FY07; Public Buildings Consolidated w/ Facilities Mgmt (PAF 32) in FY08
- ¹² Recreation & Fac. Mgmt (33): Athletic Fields , Recreation & Aquatic divisions transferred from Parks & Rec to Recreation (34) & merge of Facilities Mgmt (PAF 32) to new Parks Rec & Facilities department (33) in FY09
- ¹³ Parks & Recreation (34): Development of new "Before & After School" Programs in FY01; Aquatics School Swim Program and Design & Construction division Eliminated in FY04; Parks & Recreation Department Split between PW (31) and Recreation & Fac Mgmt (33) Departments in FY09

City of Portland
Authorized Employees Budget History
FY00-FY20 ([CM](#))

Department																					CM
	FY00	FY01	FY02	FY03	FY04	FY05	FY06	FY07	FY08	FY09	FY10	FY11	FY12	FY13	FY14	FY15	FY16	FY17	FY18	FY19	FY20
14 Public Buildings & Waterfront (35) transferred from Parks, Recreation & Facilities' divisions in FY19																					
15 HHS Administration transferred from HHS divisions in FY17																					
16 Public Health: Grant Funded Positions Approved during FY04																					
17 Social Services: New DOL Grant Positions Approved during FY00																					
18 Seaport: Waterfront (GF) transferred to Seaport (EF) in FY02; Seaport (EF) transferred to Waterfront (GF) & to Rec. & Fac.s Mgmt's Trades division (GF) in FY08																					
19 Golf Course (EF) transferred to Recreation & Facilities Management (GF) in FY14																					
20 Stormwater (EF) new fund in FY16, splitting from the Sewer Fund (EF)																					
21 Ice Arena (EF) transferred to Recreation & Facilities Management (GF) in FY14																					
22 Jetport: new Jetport Communications Center Approved in FY05																					

Salaries & Wages Actuals

Actuals 5 Year History w/ FY19 & FY20 Budget

*Excludes Dept 48 Library & Dept 89 Reclass / Contra

Fiscal Year	General Fund	Fish Pier	Sewer Fund	Stormwater Fund	Jetport Fund	Total
FY20-Budget (CM):						
Salaries (400110)	\$73,981,054	\$24,000	\$2,179,681	\$910,646	\$3,490,372	\$80,585,753
Temporary (400130)	\$2,830,027	\$0	\$10,000	\$10,000	\$38,750	\$2,888,777
Overtime (400140)	\$4,705,461	\$8,000	\$84,710	\$61,384	\$220,750	\$5,080,305
Pension (10051)	\$8,398,292	---	---	---	---	\$8,398,292
Health Insurance (400295)	\$18,836,005	---	---	---	---	\$18,836,005
Health Insure Admin (402000)	\$1,086,811	---	---	---	---	\$1,086,811
Workers Comp (52300)	\$2,053,072	---	---	---	---	\$2,053,072
Group Life (52500)	\$205,822	---	---	---	---	\$205,822
FICA (52400)	\$1,138,099	---	---	---	---	\$1,138,099
FY20-Budget (CM):	\$113,234,643	\$32,000	\$2,274,391	\$982,030	\$3,749,872	\$120,272,936
FY19-Budget w/ FY19 FCPR:						
Salaries (400110)	\$70,764,436	\$24,000	\$2,059,341	\$897,024	\$3,154,987	\$76,899,788
Temporary (400130)	\$2,524,949	\$0	\$0	\$0	\$82,483	\$2,607,432
Overtime (400140)	\$4,560,661	\$8,000	\$70,929	\$31,612	\$253,000	\$4,924,202
Pension (10051)	\$8,126,801	---	---	---	---	\$8,126,801
Health Insurance (400295)	\$19,179,880	---	---	---	---	\$19,179,880
Health Insure Admin (402000)	\$917,920	---	---	---	---	\$917,920
Workers Comp (52300)	\$1,786,778	---	---	---	---	\$1,786,778
Group Life (52500)	\$205,822	---	---	---	---	\$205,822
FICA (52400)	\$1,138,099	---	---	---	---	\$1,138,099
FY19-Budget w/ FY19 FCPR:	\$109,205,346	\$32,000	\$2,130,270	\$928,636	\$3,490,470	\$115,786,722
FY18-Actuals:						
Salaries (400110)	\$66,217,171	\$22,000	\$1,765,365	\$784,700	\$2,782,567	\$71,571,803
Temporary (400130)	\$2,626,309	\$0	\$3,233	\$0	\$15,956	\$2,645,498
Overtime (400140)	\$5,544,466	\$2,690	\$80,655	\$50,283	\$308,508	\$5,986,602
Pension (10051)	\$7,447,968	---	---	---	---	\$7,447,968
Health Insurance (400295)	\$18,388,053	---	---	---	---	\$18,388,053
Health Insure Admin (402000)	\$843,403	---	---	---	---	\$843,403
Workers Comp (52300)	\$2,180,036	---	---	---	---	\$2,180,036
Group Life (52500)	\$212,047	---	---	---	---	\$212,047
FICA (52400)	\$1,106,116	---	---	---	---	\$1,106,116
FY18-Actuals:	\$104,565,569	\$24,690	\$1,849,253	\$834,983	\$3,107,031	\$110,381,526

Salaries & Wages Actuals

Actuals 5 Year History w/ FY19 & FY20 Budget

*Excludes Dept 48 Library & Dept 89 Reclass / Contra

Fiscal Year	General Fund	Fish Pier	Sewer Fund	Stormwater Fund	Jetport Fund	Total
FY17-Actuals:						
Salaries (400110)	\$63,908,464	\$24,090	\$1,614,387	\$665,553	\$2,562,959	\$68,775,453
Temporary (400130)	\$2,397,234	\$0	\$968	\$0	\$16,497	\$2,414,699
Overtime (400140)	\$4,483,724	\$4,685	\$61,437	\$52,159	\$301,957	\$4,903,962
Pension (10051)	\$6,782,933	---	---	---	---	\$6,782,933
Health Insurance (400295)	\$15,636,795	---	---	---	---	\$15,636,795
Health Insure Admin (402000)	\$884,790	---	---	---	---	\$884,790
Workers Comp (52300)	\$1,982,555	---	---	---	---	\$1,982,555
Group Life (52500)	\$199,801	---	---	---	---	\$199,801
FICA (52400)	\$1,039,237	---	---	---	---	\$1,039,237
FY17-Actuals:	\$97,315,533	\$28,775	\$1,676,792	\$717,712	\$2,881,413	\$102,620,225
FY16-Actuals:						
Salaries (400110)	\$62,523,608	\$24,000	\$1,808,543	\$966,192	\$2,334,482	\$67,656,825
Temporary (400130)	\$2,251,634	\$0	\$0	\$2,108	\$89,667	\$2,343,409
Overtime (400140)	\$4,652,951	\$1,731	\$38,056	\$39,334	\$181,050	\$4,913,122
Pension (10051)	\$6,568,175	---	---	---	---	\$6,568,175
Health Insurance (400295)	\$18,186,102	---	---	---	---	\$18,186,102
Health Insure Admin (402000)	\$775,930	---	---	---	---	\$775,930
Workers Comp (52300)	\$1,857,429	---	---	---	---	\$1,857,429
Group Life (52500)	\$190,645	---	---	---	---	\$190,645
FICA (52400)	\$1,033,477	---	---	---	---	\$1,033,477
FY16-Actuals:	\$98,039,951	\$25,731	\$1,846,599	\$1,007,634	\$2,605,199	\$103,525,114
FY15-Actuals:						
Salaries (400110)	\$61,219,001	\$22,954	\$2,315,612	\$0	\$2,355,727	\$65,913,294
Temporary (400130)	\$2,182,061	\$0	\$11,058	\$0	\$29,429	\$2,222,548
Overtime (400140)	\$4,605,455	\$8,574	\$118,539	\$0	\$272,161	\$5,004,729
Pension (10051)	\$5,910,863	---	---	---	---	\$5,910,863
Health Insurance (400295)	\$14,926,584	---	---	---	---	\$14,926,584
Health Insure Admin (402000)	\$920,390	---	---	---	---	\$920,390
Workers Comp (52300)	\$1,745,381	---	---	---	---	\$1,745,381
Group Life (52500)	\$188,086	---	---	---	---	\$188,086
FICA (52400)	\$965,985	---	---	---	---	\$965,985
FY15-Actuals:	\$92,663,806	\$31,528	\$2,445,209	\$0	\$2,657,317	\$97,797,860

Salaries & Wages Actuals

Actuals 5 Year History w/ FY19 & FY20 Budget

*Excludes Dept 48 Library & Dept 89 Reclass / Contra

Fiscal Year	General Fund	Fish Pier	Sewer Fund	Stormwater Fund	Jetport Fund	Total
FY14-Actuals:						
Salaries (400110)	\$60,009,053	\$20,055	\$2,113,090	\$0	\$2,233,078	\$64,375,276
Temporary (400130)	\$2,213,082	\$0	\$0	\$0	\$12,871	\$2,225,953
Overtime (400140)	\$4,494,160	\$8,710	\$121,336	\$0	\$227,842	\$4,852,048
Pension (10051)	\$5,456,362	---	---	---	---	\$5,456,362
Health Insurance (400295)	\$13,469,626	---	---	---	---	\$13,469,626
Health Insure Admin (402000)	\$995,961	---	---	---	---	\$995,961
Workers Comp (52300)	\$1,678,280	---	---	---	---	\$1,678,280
Group Life (52500)	\$190,901	---	---	---	---	\$190,901
FICA (52400)	\$940,466	---	---	---	---	\$940,466
FY14-Actuals:	\$89,447,891	\$28,765	\$2,234,426	\$0	\$2,473,791	\$94,184,873

City of Portland, ME

05/08/2019 12:35
boconnell

CITY OF PORTLAND, ME POSITION VACANCY REPORT

P
pmposvac 1

POSITION	MAX	FTE	FILLED	VACANT	PL	JOB	LOC	BGNU	GRAD/ST	ANNUAL SALARY	HOURLY SALARY
102544 ASST CITY MANAGER	1.0000	1.0000	0.0000	1.0000	N	1129 ASSTCTYMGR	1310	1100	1104/00	127,101.00	65.18
100047 TREASURER	1.0000	1.0000	0.0000	1.0000	N	2265 TREASURER	1520	2000	2042/00	80,983.50	41.53
100642 PARKING CONTROL O	12.0000	1.0000	11.0000	1.0000	N	4093 PCO	1810	4000	4018/00	34,690.76	17.79
102749 PROGRAM ASSIST (C	1.0000	0.3000	0.0000	0.3000	N	8917 PROG ASST	1910	8900	8945/00	33,598.76	17.23
100177 POLICE CHIEF	1.0000	1.0000	0.0000	1.0000	N	1125 POL CHIEF	2100	1100	1103/00	112,378.50	57.63
102581 POLICE RECRUIT	20.0000	1.0000	0.0000	20.0000	N	2902 POL REC PR	2105	2000	2902/00	0.00	22.95
101412 SERGEANT - OPS	15.0000	1.0000	13.0000	2.0000	N	7102 SRGNT-OPS	2105	7100	7110/00	68,078.40	32.73
101320 POLICE OFFICER -	94.0000	1.0000	91.0000	3.0000	N	7001 POLICEOFFCR	2105	7000	7010/00	49,649.60	23.87
101295 POLICE ISLAND OFF	4.0000	1.0000	3.0000	1.0000	N	7011 POLISLOFCR	2119	7000	7030/00	49,838.88	22.82
101390 POLICE DETECT - B	15.0000	1.0000	11.0000	4.0000	N	7005 DETECT-INV	2130	7000	7020/00	52,124.80	25.06
101294 COURT OFFICER	1.0000	1.0000	0.0000	1.0000	N	7009 COURTOFCR	2130	7000	7020/00	52,124.80	25.06
102375 OFFICE ASSIST-POL	1.0000	1.0000	0.0000	1.0000	N	4085 OFFICEASST	2130	4000	4018/00	34,690.76	17.79
101441 TELECOMMUNICATOR	29.0000	1.0000	24.0000	5.0000	N	7201 TELECOMM	2150	7200	7210/00	44,824.00	21.55
100977 40H CAPT EMT-P -	1.0000	1.0000	0.0000	1.0000	N	6063 40HCP EMT	2210	6000	6048/00	65,020.80	31.26
100978 40H CAPT EMT-B-CO	1.0000	1.0000	0.0000	1.0000	N	6051 40HCP EMTB	2220	6000	6036/00	63,024.00	30.30
101001 FF EMT-B	34.0000	1.0000	32.0000	2.0000	N	6009 FF EMTB	2231	6000	6008/00	40,382.16	18.49
100985 FIRE CAPT EMT-B	10.0000	1.0000	9.0000	1.0000	N	6019 FCAPEMTB	2231	6000	6012/00	62,986.56	28.84
101043 FF EMT-I	65.0000	1.0000	64.0000	1.0000	N	6021 FF EMTI	2231	6000	6014/00	41,168.40	18.85
100989 FIRE CAPT EMT-I	3.0000	1.0000	2.0000	1.0000	N	6029 FCAP EMTI	2231	6000	6018/00	63,816.48	29.22
101034 AIR FIREFIGHTER	2.0000	1.0000	1.0000	1.0000	N	6002 AIR FF	2281	6000	6002/00	38,940.72	17.83
100287 SENIOR PLANNER	1.0000	1.0000	0.0000	1.0000	N	3109 SNRPLANNER	2420	3000	3010/00	53,859.00	27.62
100169 DIR PERMITTING &	1.0000	1.0000	0.0000	1.0000	N	1111 DIRPERMINS	2510	1100	1102/00	107,035.50	54.89
100013 AIRPORT OPS MANAG	1.0000	1.0000	0.0000	1.0000	N	2109 AIROPSMGR	2820	2000	2024/00	64,350.00	33.00
100782 AIRPORT MWIII	1.0000	1.0000	0.0000	1.0000	N	5123 AIR MW III	2820	5000	5024/00	46,758.40	22.48
100784 AIRPORT MWIII	1.0000	1.0000	0.0000	1.0000	N	5123 AIR MW III	2820	5000	5024/00	46,758.40	22.48
102735 AIRPORT MWII	1.0000	1.0000	0.0000	1.0000	N	5045 AIR MW II	2820	5000	5014/00	42,785.60	20.57
102383 AIRPORT OPER COOR	1.0000	1.0000	0.0000	1.0000	N	3501 AIR OP CRD	2840	3000	3050/00	39,228.80	18.86
102539 AIRPORT OPER COOR	1.0000	1.0000	0.0000	1.0000	N	3501 AIR OP CRD	2840	3000	3050/00	39,228.80	18.86
102848 AIRPORT OPER CRD	1.0000	1.0000	0.0000	1.0000	N	3503 AIR OP CRD	2840	3000	3052/00	43,201.60	20.77
100195 AIRPORT OPS SUPER	1.0000	1.0000	0.0000	1.0000	N	3505 AIR OP SUP	2840	3000	3054/00	47,486.40	22.83
100807 AIRPORT FAC LABOR	1.0000	1.0000	0.0000	1.0000	N	5001 AIR FACLAB	2850	5000	5002/00	34,216.00	16.45
100781 AIR FAC TECH ASST	1.0000	1.0000	0.0000	1.0000	N	5103 AIR FTA II	2850	5000	5020/00	44,408.00	21.35
100841 MWII - STREETS	1.0000	1.0000	0.0000	1.0000	N	5049 MWII	3114	5000	5016/00	39,062.40	18.78
100833 MWII - SOLID WAST	12.0000	1.0000	11.0000	1.0000	N	5047 MWII SW	3123	5000	5016/00	39,062.40	18.78
102877 MWI - SOLID WASTE	1.0000	1.0000	0.0000	1.0000	N	5037 MW I	3123	5000	5012/00	38,147.20	18.34
100878 MWIII - ISLANDS	1.0000	1.0000	0.0000	1.0000	N	5077 MWIII	3127	5000	5018/00	40,206.40	19.33
100800 SYSTEM/LIGHTING T	1.0000	1.0000	0.0000	1.0000	N	5139 SYSLT TECH	3132	5000	5026/00	47,486.40	22.83
100357 CONSTRUCTION INSP	1.0000	1.0000	0.0000	1.0000	N	4567 CONINSP SP	3136	4000	4078/00	49,198.76	25.23
100917 MECHANIC III	14.0000	1.0000	11.0000	3.0000	N	5115 MECH III	3140	5000	5022/00	42,140.80	20.26
102783 WATER QUALITY TEC	1.0000	1.0000	0.0000	1.0000	N	4211 WTRQTYTCH	3151	4000	4036/00	45,669.00	23.42
100754 ASSET MGMT TECH	1.0000	1.0000	0.0000	1.0000	N	4213 ASSTMGRTECH	3151	4000	4038/00	48,204.00	24.72
102521 SR WATER RESOURC	1.0000	1.0000	0.0000	1.0000	N	4227 SRWTR RSTC	3151	4000	4038/00	48,204.00	24.72
102817 MARKET/COM DIR-RE	1.0000	1.0000	0.0000	1.0000	N	3102 MARKCM CRD	3310	3000	3010/00	53,859.00	27.62
100885 MWIII - FORESTRY	1.0000	1.0000	0.0000	1.0000	N	5081 MWIII	3323	5000	5018/00	40,206.40	19.33
100956 ATHLETIC FAC SPVR	1.0000	1.0000	0.0000	1.0000	N	5537 ATHFC SUPV	3324	5500	5550/00	46,654.40	22.43
100941 PAF OPS FOREMAN-C	1.0000	1.0000	0.0000	1.0000	N	5507 PAFOP FRMN	3325	5500	5520/00	42,868.80	20.61
100541 REC PROG I PTNB -	999.0000	1.0000	17.0000	982.0000	Y	4009 RECPRGM I	3332	4000	4102/00	0.00	14.65
100549 REC PROG I PT - R	1.0000	0.8000	0.0000	0.8000	N	4005 RECPRGMIPT	3332	4000	4002/00	28,567.76	14.65
100551 REC PROG I PT - R	1.0000	0.5000	0.0000	0.5000	N	4005 RECPRGMIPT	3332	4000	4002/00	28,567.76	14.65
100547 REC PROG I PT - R	1.0000	0.5000	0.0000	0.5000	N	4005 RECPRGMIPT	3332	4000	4002/00	28,567.76	14.65
100544 REC PROG I PT - R	1.0000	0.6600	0.0000	0.6600	N	4005 RECPRGMIPT	3332	4000	4002/00	28,567.76	14.65
100542 REC PROG I PT - R	1.0000	0.5000	0.0000	0.5000	N	4005 RECPRGMIPT	3332	4000	4002/00	28,567.76	14.65
100553 REC PROG I PT - R	1.0000	0.5000	0.0000	0.5000	N	4005 RECPRGMIPT	3332	4000	4002/00	28,567.76	14.65
100598 REC PROG II PT -	1.0000	0.8000	0.0000	0.8000	N	4041 RECPRGM II	3332	4000	4016/00	33,559.76	17.21
100593 REC PROG II PT -	1.0000	0.9333	0.0000	0.9333	N	4041 RECPRGM II	3332	4000	4016/00	33,559.76	17.21

City of Portland, ME

05/08/2019 12:35
boconnell

CITY OF PORTLAND, ME POSITION VACANCY REPORT

P
pmposvac 2

POSITION	MAX	FTE	FILLED	VACANT	PL	JOB	LOC	BGNU	GRAD/ST	ANNUAL SALARY	HOURLY SALARY
100601 REC PROG II PTNB	999.0000	1.0000	3.0000	996.0000	Y	4045 RECPRGM II	3332	4000	4116/00	0.00	17.21
100614 REC PROG II PTNB	999.0000	1.0000	1.0000	998.0000	Y	4047 RECPRGM II	3333	4000	4116/00	0.00	17.21
100567 REC PROG I PT - A	1.0000	0.5000	0.0000	0.5000	N	4007 RECPRGMIPT	3333	4000	4002/00	28,567.76	14.65
102780 REC PROG I PT - A	1.0000	0.5000	0.0000	0.5000	N	4007 RECPRGMIPT	3333	4000	4002/00	28,567.76	14.65
100569 REC PROG I PT - A	1.0000	0.5000	0.0000	0.5000	N	4007 RECPRGMIPT	3333	4000	4002/00	28,567.76	14.65
100568 REC PROG I PT - A	1.0000	0.8000	0.6000	0.2000	N	4007 RECPRGMIPT	3333	4000	4002/00	28,567.76	14.65
102779 EVENT STAFF PT 18	1.0000	0.5000	0.0000	0.5000	N	4515 EVTSTFPT	3341	4000	4052/00	23,809.76	12.21
102839 EVENT STAFF PT 30	1.0000	0.8000	0.0000	0.8000	N	4515 EVTSTFPT	3341	4000	4052/00	23,809.76	12.21
102841 EVENT STAFF PT 22	1.0000	0.6000	0.0000	0.6000	N	4515 EVTSTFPT	3341	4000	4052/00	23,809.76	12.21
102778 EVENT STAFF PT 22	1.0000	0.6000	0.0000	0.6000	N	4515 EVTSTFPT	3341	4000	4052/00	23,809.76	12.21
100416 EVENT STAFF PT 22	1.0000	0.6000	0.0000	0.6000	N	4515 EVTSTFPT	3341	4000	4052/00	23,809.76	12.21
100404 EVENT STAFF PTNB	999.0000	1.0000	8.0000	991.0000	Y	4517 EVTSTFPTNB	3341	4000	4152/00	0.00	12.21
100822 BUILDING MAINT/CU	1.0000	0.0000	0.0000	1.0000	N	5005 BMCUSTWRKR	3344	5000	5006/00	0.00	17.60
100821 BUILDING MAINT/CU	1.0000	0.0000	0.0000	1.0000	N	5005 BMCUSTWRKR	3344	5000	5006/00	0.00	17.60
100824 BUILDING MAINT/CU	1.0000	0.0000	0.0000	1.0000	N	5005 BMCUSTWRKR	3344	5000	5006/00	0.00	17.60
102667 BUILDING MAINT/CU	1.0000	0.0000	0.0000	1.0000	N	5005 BMCUSTWRKR	3344	5000	5006/00	0.00	17.60
100823 BUILDING MAINT/CU	1.0000	0.0000	0.0000	1.0000	N	5005 BMCUSTWRKR	3344	5000	5006/00	0.00	17.60
100808 CUST WKR-PKS/REC/	1.0000	1.0000	0.0000	1.0000	N	5007 CUST WRKR	3344	5000	5002/00	34,216.00	16.45
100936 TRADES WORKER III	1.0000	1.0000	0.0000	1.0000	N	5119 TRD WIII	3510	5000	5022/00	42,140.80	20.26
100932 TRADES WORKER III	1.0000	1.0000	0.0000	1.0000	N	5119 TRD WIII	3510	5000	5022/00	42,140.80	20.26
102682 TRADES WORKER III	1.0000	1.0000	0.0000	1.0000	N	5120 TRD WIII	3530	5000	5022/00	42,140.80	20.26
100056 LONG TERM CARE AD	1.0000	1.0000	0.0000	1.0000	N	2279 LNGTRMCADM	4010	2000	2048/00	96,174.00	49.32
100170 DIR OF HEALTH & H	1.0000	1.0000	0.0000	1.0000	N	1113 DIR HHS	4010	1100	1102/00	107,035.50	54.89
100275 SR ACCOUNTANT-HHS	1.0000	1.0000	0.0000	1.0000	N	3087 SR ACCTANT	4011	3000	3008/00	48,964.76	25.11
102892 COM HLTH PROM SP-	1.0000	0.6000	0.0000	0.6000	N	3054 COMM HPS	4120	3000	3006/00	44,518.76	22.83
100240 COM HLTH PRM PT(P	1.0000	0.8000	0.0000	0.8000	N	3053 COMM HPS	4130	3000	3006/00	44,518.76	22.83
102370 PROGRAM COORD-CH	1.0000	1.0000	0.0000	1.0000	N	2079 PRGCORDPRO	4130	2000	2020/00	58,363.50	29.93
100086 SR ADMIN OFFICER-	1.0000	1.0000	0.0000	1.0000	N	2031 SRADMOFFI	4220	2000	2006/00	43,933.76	22.53
100685 FINANCIAL ELIG SP	1.0000	1.0000	0.0000	1.0000	N	4119 FIN ELG SP	4220	4000	4022/00	36,192.00	18.56
100723 HUMAN SRVC SPEC -	1.0000	1.0000	0.0000	1.0000	N	4171 HUMSVCEL	4250	4000	4026/00	38,356.76	19.67
102444 HUM SRVC SPC PTNB	999.0000	1.0000	1.0000	998.0000	Y	4172 HUMSVCEL	4250	4000	4126/00	0.00	19.67
100656 SHELTER SEC GRD-O	1.0000	1.0000	0.0000	1.0000	N	4237 SHELSECGRD	4250	4000	4018/00	34,690.76	17.79
100665 SHELTER ATTEND -	22.0000	1.0000	20.0000	2.0000	N	4107 SHELTERATT	4250	4000	4020/00	35,665.76	18.29
100668 SHELTER ATT PTNB-	999.0000	0.4000	0.0000	399.6000	Y	4115 SHELTT ATT	4250	4000	4120/00	0.00	18.29
100088 SR HUM SRVC CR-OS	1.0000	1.0000	0.0000	1.0000	N	2059 SRHMSRVC	4250	2000	2008/00	48,555.00	24.90
100117 PROGRAM COORD-OSS	1.0000	1.0000	0.0000	1.0000	N	2075 PRGCORD	4250	2000	2020/00	58,363.50	29.93
102800 SHELTER ATT PTNB-	999.0000	1.0000	1.0000	998.0000	Y	4117 SHELTT ATT	4260	4000	4120/00	0.00	18.29
102811 SHTR ATT PRJ PTNB	999.0000	0.0300	1.0000	28.9700	Y	4118 SHELTT ATT	4260	4000	4120/00	0.00	18.29
102902 SHTR ATT PRJ PTNB	999.0000	0.0300	0.0300	29.9400	Y	4118 SHELTT ATT	4260	4000	4120/00	0.00	18.29
102586 CUSTODIAL WRK - F	1.0000	1.0000	0.0000	1.0000	N	5016 CUSTWRKRFS	4260	5000	5002/00	34,216.00	16.45
100122 RSD	10.0000	1.0000	7.0000	3.0000	N	2099 RSD	4340	2000	2022/00	61,288.50	31.43
100015 ASST DIR OF NURSI	1.0000	1.0000	0.0000	1.0000	N	2183 ASSTDIRNS	4340	2000	2032/00	67,879.50	34.81
100198 PRINCIPAL RN (BC)	3.0000	1.0000	2.0000	1.0000	N	3509 PRINC RN	4350	3000	3060/00	63,211.20	30.39
100421 CNA PT 35	13.0000	0.9333	7.4664	4.6665	N	4521 CNA	4350	4000	4056/00	26,910.00	13.80
100429 CNA PT 18.75	4.0000	0.5000	0.0000	2.0000	N	4521 CNA	4350	4000	4056/00	26,910.00	13.80
100424 CNA PT 25	3.0000	0.6666	0.0000	1.9998	N	4521 CNA	4350	4000	4056/00	26,910.00	13.80
100422 CNA PT 30	39.0000	0.8000	25.6000	5.6000	N	4521 CNA	4350	4000	4056/00	26,910.00	13.80
100428 CNA PT 22.5	16.0000	0.6000	4.2000	5.4000	N	4521 CNA	4350	4000	4056/00	26,910.00	13.80
100423 CNA FT - NURSING	59.0000	1.0000	53.0000	6.0000	N	4521 CNA	4350	4000	4056/00	26,910.00	13.80
100430 CNA PTNB	999.0000	1.0000	2.0000	997.0000	Y	4525 CNA PTNB	4350	4000	4156/00	0.00	13.80
100361 STW - KITCHEN	16.0000	1.0000	12.0000	4.0000	N	4501 SUPPORTTW	4360	4000	4050/00	24,238.76	12.43
100365 STW PTNB - KITCHE	999.0000	1.0000	12.0000	987.0000	Y	4511 SUPPORTTW	4360	4000	4150/00	0.00	12.43
100582 CAFETERIA COOK	1.0000	1.0000	0.0000	1.0000	N	4029 CAFE COOK	4360	4000	4010/00	31,648.76	16.23

Notes on Vacancy Report: For the positions that show 999 in the "MAX" column, those are for the perpetually open types of positions where we are continually hiring for part-time, seasonal, Per Diem employees. For purposes of budgeting, we also put 20 FTE of open Police Recruits in as a placeholder for when we're trying to fill a recruit class. This report is only snapshot in time (run 5/8/19), and it changes from day to day as we fill positions and people leave. For example, on the day this report was run we have 2 approval to hire memos in the process of being signed, which means two of the positions on the vacancy report will be filled as soon as those new people start.



CITY OF PORTLAND

To: Finance Committee

From: Chief Keith Gautreau and Finance Director Brendan O'Connell

Date: April 25, 2019

Re: Engine 1 Relocation Plan Memo

As everyone is aware, in the FY20 budget the Fire Department is undergoing a reorganization to meet the needs of today's Portland. EMS calls have risen by approximately 25% over the last decade while structure fire calls have decreased by almost 50%. In addition for the need to address this shift in call type, we also have two underutilized pieces of apparatus at Munjoy Hill Fire Station, Engine 1 and Ladder 1. It is important to note that Ladder 1 is a "quint", a piece of apparatus that can function both as a water pumping fire engine or a traditional ladder truck. Ladder 1 only received 1265 calls for service in 2018, almost 50% less than the busiest ladder truck in the City (see Apparatus Activity CY18 slide for complete details). Engine 1 only received 1890 calls for service in 2018, an average of 40% less than the three other on-peninsula Ladder companies. For several reasons as outlined in this memo, beginning on July 1, 2019, Engine 1 will be decommissioned. **No reduction in force will occur as a result of the decommissioning** and going forward the 12 positions will be utilized as follows;

- 1 Division Chief of EMS / Training
- 1 C9 ("Car 9") Position on Platoon #2
- 1 SAO Admin Support Position (HR & Payroll)
- Adding 1 Firefighter per shift to Rescue 1 (Pool coverage when necessary)
- 5 Firefighter positions assigned to the Pool for coverage of Leave

It is important to note that **the Munjoy Hill Fire Station is not closing**. There will still be two pieces of apparatus at the Munjoy Hill Station and ten other pieces of apparatus within a 2 mile radius at Central Fire Station (0.6 miles, within view of the Munjoy Station), Bramhall Fire Station (1.6 miles down Congress Street), and Ocean Avenue Fire station (2.1 miles away from station to station but significantly closer to a majority of the East End). As noted in the additional materials on staffing ratios, Portland's Fire Department staffing remains among the highest per capita in the nation and as we have noted several times previously implementation to this plan presents no increased danger to the public at large, otherwise we would not have brought it forward. This plan allows us to accomplish the following:



CITY OF PORTLAND

- EMS is now 75% of what we do and we need a Chief Officer to oversee all of EMS, QA / QI, License renewals, Medical Billing, Supplies, Training, Hospital liaison, coordination with staff on leave and much more. If we are not able to add these positions our FY20 EMS revenue estimate must be adjusted down.
- Filling the C9 Position will complete the much needed support in the street for our providers and keep up with the expanding and challenging calls for service.
- Our current Principal Administrative Officer simply can not keep up with the all the necessary administrative work in an organization this large. This SAO position gets us closer to mirroring the Police Dept.'s administrative support. This move allows the administration to work on more grant funded equipment projects needed to support our aging facilities.
- The Rescue Company, which the City Manager supported funding via the operating budget in previous City budgets even as grant funding expired, is the future of this Department and allows us to handle technical and specialty incidents. It is also the Fire Company that has the potential to become funded by state and federal money with its regional response capabilities. Therefore, putting the third firefighter position back on the Rescue is a start in that direction.
- Engine Company 1 was scheduled for replacement in the FY21 CIP with Engine Company 6 and Ladder Company 6 also scheduled for replacement in the FY21 or FY22 CIP. With approximately \$10M of total CIP funding available in both FY21 and FY22, the plan alleviates a significant funding issue for Fire apparatus.
- Lastly, we all know that we have serious challenges with coverage of all sorts of leave, specifically FMLA. Adding 5 Firefighters to the pool, 8 when necessary will significantly reduce our overtime costs and keep us at a 5.6% budget increase for FY20.

Please see the additional memo from the Director of Innovation and Performance Management in regards to Fire staffing nationwide as well as the attached presentation which contains details on apparatus activity by station (17 mainland apparatus only), call volume by category, reallocation plan by piece of apparatus, projected distribution of Engine 1 calls, number of actual building fires in 2018 (37), and comparisons of Portland's staffing levels to those in other municipalities nationwide.



CITY OF PORTLAND
Executive Department

MEMORANDUM

TO: Jon Jennings, City Manager

FROM: Lena Geraghty, Director of Innovation and Performance Management

DATE: May 14, 2019

SUBJECT: Fire Personnel and Apparatus Per Capita Analysis

As part of the FY20 budget there have been several conversations about the City of Portland's Fire Department and its provision of fire and EMS services. To aid in the discussion, I've gathered some analysis of staffing levels in other fire departments for increased decision-making capacity.

Per capita staffing analyses commonly use firefighters per 1,000 residents as a point of comparison. There are 226 staff members in the Fire Department included in the FY20 Proposed Budget. According to the FY18 CAFR, the City of Portland's Fire Department has 209 firefighters, EMTs, and officers (firefighters), plus 10 civilian staff, resulting in 3.12 firefighters per 1,000 residents. The National Fire Protection Association (NFPA) released a 2017 report which demonstrates staffing levels based on a variety of factors.¹ Below are a few of the most relevant tables for the budget discussion.

Table 3. Career Firefighter Rates by Population Protected, 2017

Population Protected	Career Firefighters Per 1,000 Population		
	Low	Median	High
1,000,000 or more	0.63	1.13	1.73
500,000 to 999,999	0.55	1.21	2.57
250,000 to 499,999	0	1.14	2.35
100,000 to 249,999	0.06	1.41	3.11
50,000 to 99,999	0	1.33	3.32
25,000 to 49,999	0	1.16	3.79

Table 6. Median Rates of Career Firefighters per 1,000 People by Region and Population Protected, 2017

Population Protected	Northeast	Midwest	South	West
250,000 or more	1.18	1.38	1.23	0.92
100,000 to 249,000	2.09	1.42	1.59	0.98
50,000 to 99,999	1.71	1.23	1.59	1.09
25,000 to 49,999	1.72	0.91	1.73	1.07

¹ Ben Evarts and Gary Stein, "US Fire Department Profile 2017," National Fire Protection Association, March 2019.
<https://www.nfpa.org/-/media/Files/News-and-Research/Fire-statistics-and-reports/Emergency-responders/osfdprofile.pdf>.

As you can see, the City of Portland's Fire Department staffing levels are not in line with the reported levels of a majority of the 21,488 fire departments who responded to the NFPA survey.

Additionally, I looked at the staffing levels of both the Boston, MA, and Manchester, NH, fire departments. As reported in Boston's FY19 budget and FY18 CAFR, there are 1,652 firefighters, which translates to 2.41 firefighters per 1,000 residents. As reported in Manchester's FY18 CAFR, there are 208 firefighters, which corresponds to 1.87 firefighters per 1,000 residents. Although there is some variety in the services provided by the municipalities, there is still a significant disparity in staffing levels. Even removing the 22 firefighters assigned to the Air Rescue and Marine Units from the calculation, Portland's Fire Department staffing level is 2.80 firefighters per 1,000 residents.

Analysis of Nearby Fire Departments

Municipality	Total Staff	Firefighter, EMTs, & Officers	Civilians	Population (2017)	Firefighters Per Capita (1,000 residents)
Portland, ME		209	10	66,882	3.12
Boston, MA	1,682	1,652		685,094	2.41
Manchester, NH		208	16	111,196	1.87

Finally, NFPA provides some insight into average apparatus rates by community size. Currently, the City of Portland has 6 engines and 5 ladders. With the decommissioning of Engine 1, the City would have .15 pumpers per 1,000 residents, almost twice the average apparatus rate for a city like Portland.

Table 15. Average Apparatus and Station Rates per 1,000 Population by Community Size, 2015-2017

Population Protected	Pumpers per 1,000 Population	Other Suppression Vehicles Per 1,000 Population	Aerial Apparatus per 1,000 Population	Stations per 1,000 Population
1,000,000 or more	0.03	0.01	0.01	0.03
500,000 to 999,999	0.05	0.02	0.01	0.05
250,000 to 499,999	0.06	0.03	0.01	0.06
100,000 - 249,999	0.07	0.03	0.01	0.07
50,000 to 99,999	0.08	0.04	0.02	0.08
25,000 to 49,999	0.11	0.07	0.02	0.09
10,000 to 24,999	0.18	0.14	0.03	0.13
5,000 to 9,999	0.31	0.29	0.04	0.19
2,500 to 4,999	0.52	0.61	0.03	0.34
Under 2,500	1.12	1.77	0.03	0.89
National Average	0.2	0.21	0.02	0.15

I hope this information is helpful for the remainder of the budget conversations. Please let me know if there are additional questions.

Sincerely,



389 Congress Street • Portland, Maine 04101 • 207-874-8300
info@portlandmaine.gov • www.portlandmaine.gov

FIRE DEPARTMENT FY20 BUDGET

May 2, 2019



Engine 1 Personnel Reallocation Plan

Engine 1 = 12 Positions(3 per shift x 4)

- ☐ 1 Position to Div. Chief of EMS / Training
- ☐ 1 Position to Admin Support for HR and Payroll
- ☐ 1 Position to C-9 for EMS Operations support
- ☐ 5 Positions to Vacation Pool coverage
- ☐ 4 Positions to Rescue 1 (available for coverage)

* Nine available positions to cover leave (vacation, FMLA, sick, training)

Apparatus Activity CY18

Station	Companies	Personnel	Total Calls	EMS Calls	Fire Calls
Munjoy	Engine 1	1 Cpt, 3 Lt, 8FF	1890	836	1052
	Ladder 1	1 Cpt, 3 Lt, 8FF	1265	246	1019
	Medcu 1	8FF	2128	1991	137
Central	Engine 5	1 Cpt, 3 Lt, 8FF	3495	2034	1461
	Medcu 5	8FF	3165	2878	287
	Car 9	3 Lt.	2753	2400	353
Bramhall	Engine 6	1 Cpt, 3 Lt, 8FF	2683	1298	1385
	Ladder 6	1 Cpt, 3 Lt, 8FF	1660	493	1167
	Medcu 6	8FF	2746	2527	219
	Rescue 1	1 Cpt, 3 Lt 4FF	1557	757	800
	Pool Coverage	4 Lt, 16FF			
	Car 5	4 Dep. Chiefs	1000	425	575
Stevens Ave	Ladder 3	1 Cpt, 3 Lt, 8FF	2371	1408	963
	Medcu 3	8FF	2759	2576	183
Riverton	Engine 9	1 Cpt, 3 Lt, 8FF	1420	759	661
Allen Ave	Ladder 4	1 Cpt, 3 Lt, 8FF	1285	594	691
	Medcu 4	8 FF	2424	2253	171
Ocean Ave	Engine 11	1 Cpt, 3 Lt, 8FF	1933	1190	743

Call Volume CY18

Call Category	Engine 1	Ladder 1	Engine 11	Ladder 4
1. Fire Calls	95	96	75	81
2. Overpressure, Rupture, Explosion	26	27	30	27
3. Medical	836	246	1210	594
4. Hazardous Condition, No Fire	92	97	76	104
5. Service Call	73	74	138	94
6. Good Intent Call	79	84	76	72
7. False Alarm/False Calls	687	639	325	311
8. Severe Weather/ Natural Disaster	1	1	0	0
9. Special Incident	1	1	3	2
Total Calls	1890	1265	1933	1285

Call Volume 2017 vs. 2018*: Engine 11 and Ladder

4

Call Category	Engine 11-2018	Engine 11- 2017	Ladder 4-2018	Ladder 4-2017
1. Fire Calls	75	90	81	101
2. Overpressure, Rupture, Explosion	30	16	27	18
3. Medical	1210 (+168)	1078	594 (-127)	763
4. Hazardous Condition, No Fire	76	96	104	104
5. Service Call	138	102	94	71
6. Good Intent Call	76	75	72	72
7. False Alarm/False Calls	325	307	311	283
8. Severe Weather/ Natural Disaster	0	0	0	0
9. Special Incident	3	1	2	0
Total Calls	1933	1765	1285	1412

*L4 running out of Riverton station during Allen Ave. renovations, response territory shifted so E11 covered more calls

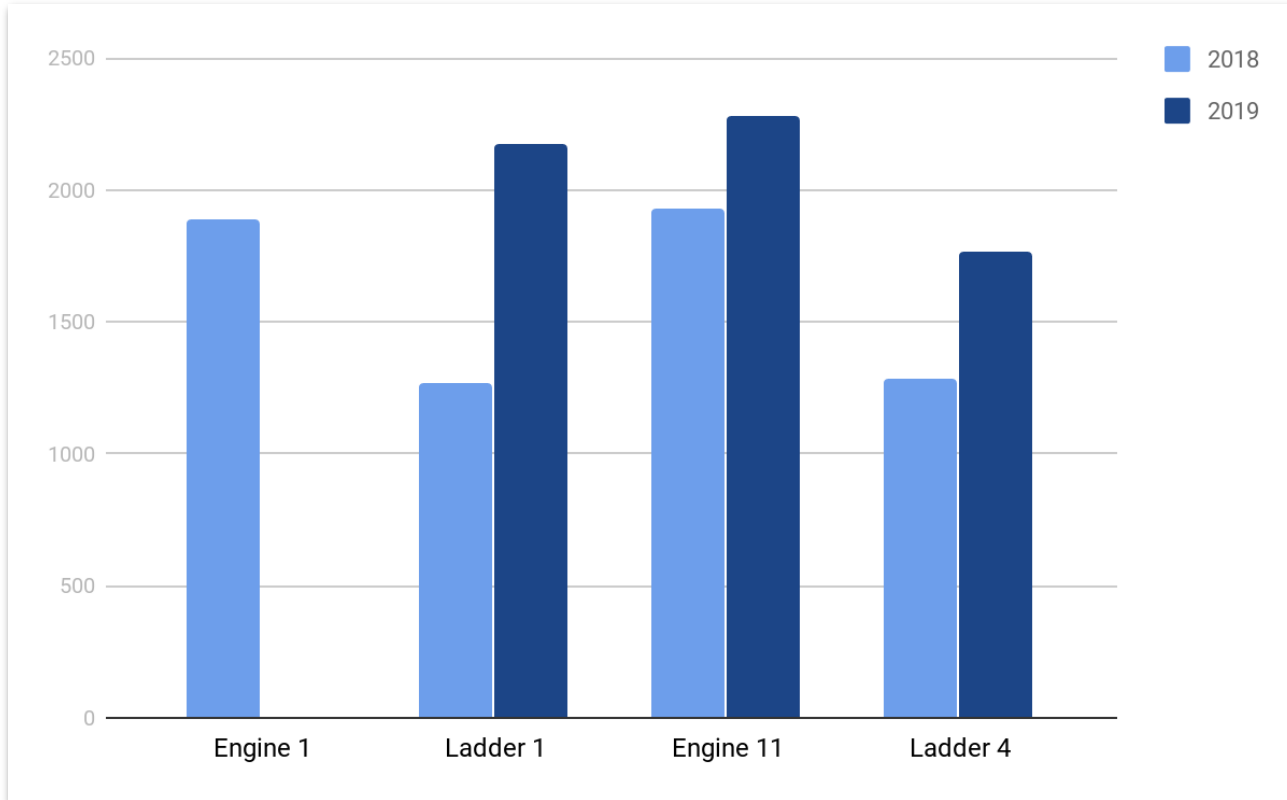
Once L4 back in Allen Ave Station, E11 medical calls anticipated to decline by 130 per year

Engine 1 Calls Shifting to Ladder 1, Engine 11, Ladder 4

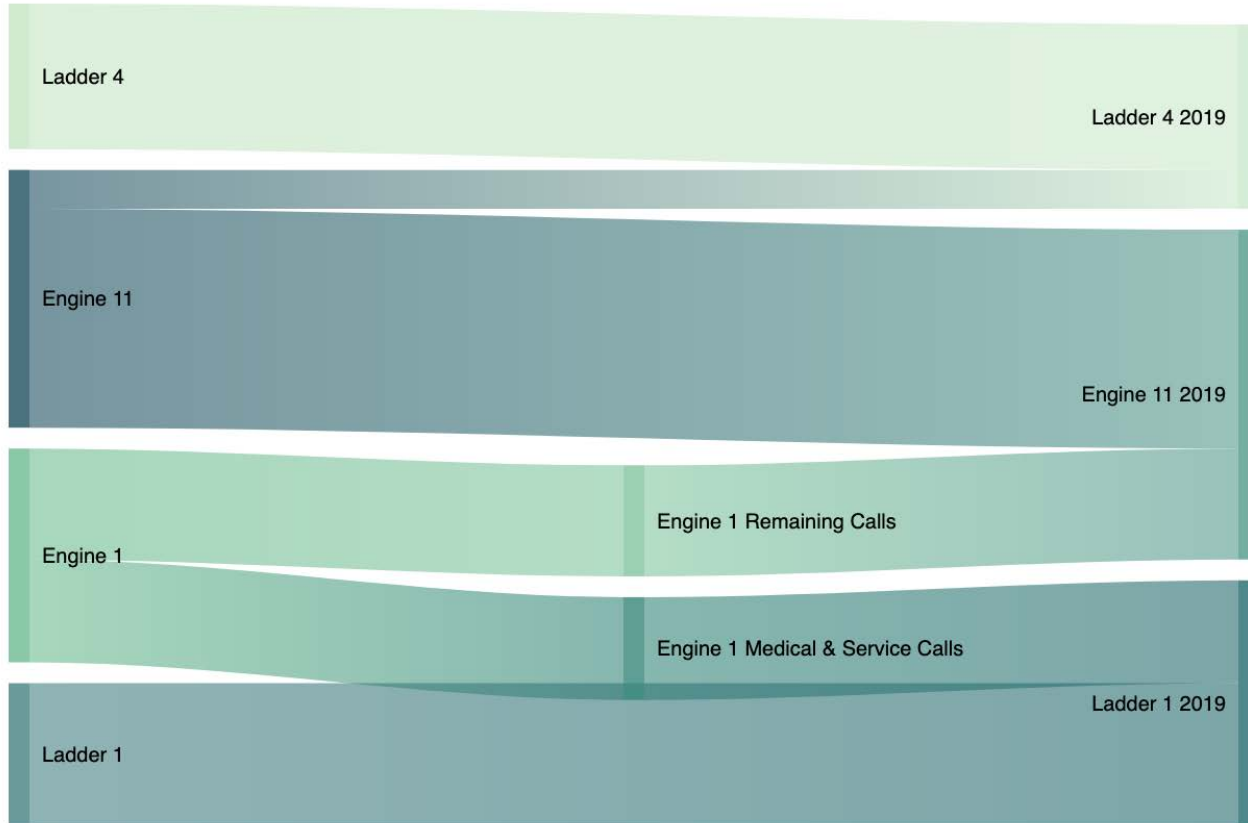
Call Category	Engine 1 2018	Ladder 1 2018	Ladder 1 2019	Engine 11 2019	Ladder 4 2019
1. Fire Calls	95	96	96	95	81
2. Overpressure, Rupture, Explosion	26	24	24	30	27
3. Medical	836	246	1082	735	1070*
4. Hazardous Condition, No Fire	92	97	97	125	104
5. Service Call	73	74	147	138	94
6. Good Intent Call	79	84	84	140	75
7. False Alarm/False Calls	687	639	639	1012	311
8. Severe Weather/Natural Disaster	1	1	1	1	0
9. Special Incident	1	1	1	1	2
Total Calls	1890	1265	2171	2277	1764

* Normal territory EMS Calls plus Canco Rd. calls

Projected Distribution of Engine 1 Calls in 2019



Projected Distribution of Engine 1 Calls in 2019

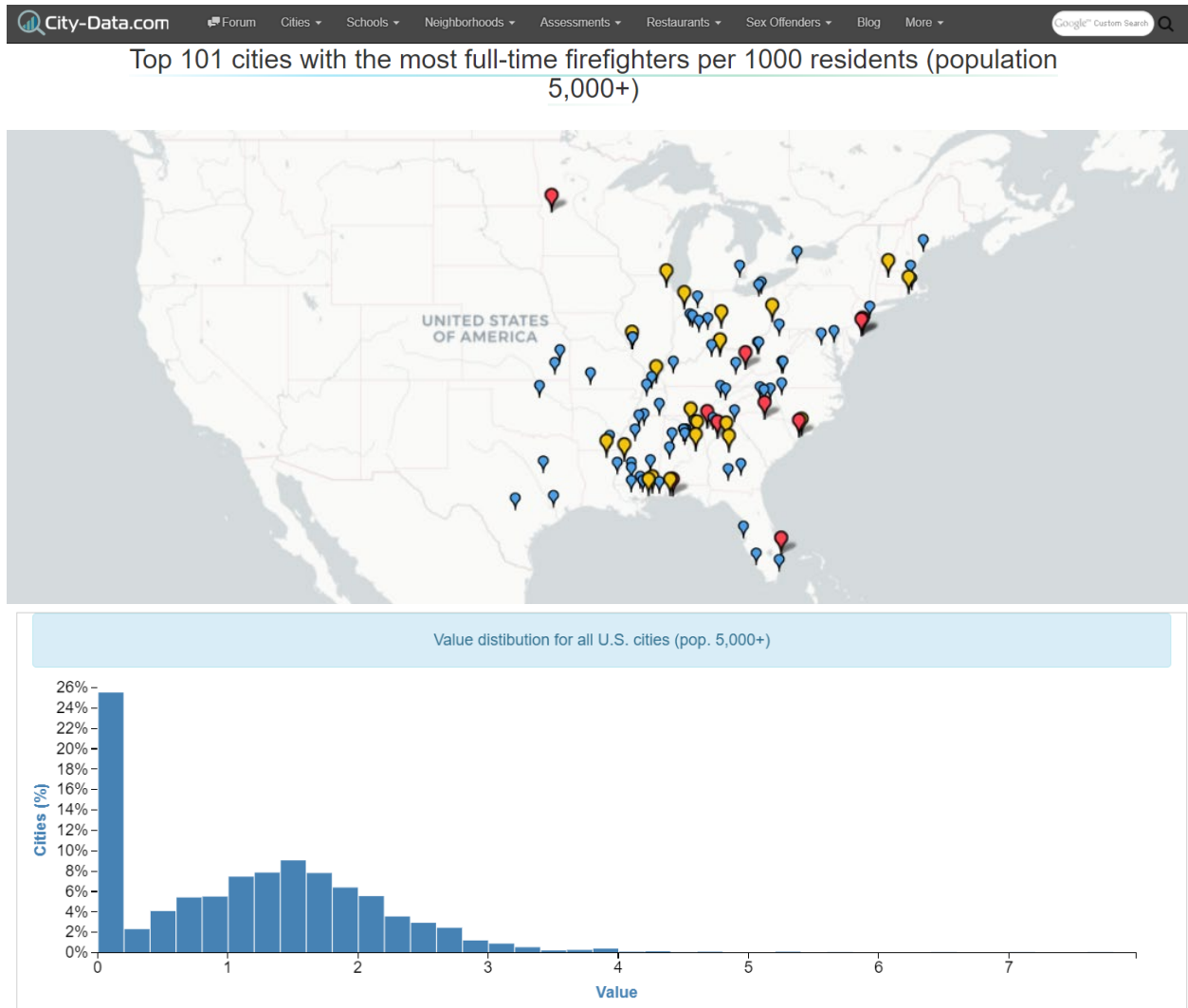


Building Fires CY18

Responding Company	# of Fires
E1	20
L1	26
L3	21
L4	22
E5	20
E6	24
L6	28
R1	29
E9	12
E11	19
Total # of Building Fires	37

Portland Fire Department Staffing Levels – Peer Comparatives

Question: Are Portland's Fire Department staffing levels adequate? Many years ago we had more firefighters than we do now. **Answer:** Several independent sources of data indicate that Portland's authorized staffing levels are significantly higher than the national average. This is due to a number of factors including the fact that Portland staffs Portland International Jetport and the fact that we have islands within our borders. However even when these factors are taken into consideration our firefighters per capita are still among the highest in the nation, supporting the fact that existing staffing levels are beyond adequate. This conclusion was also reached by the City Director of Innovation and Performance Management in a separate memo also included in this packet.



Source #1: Per CityData.com 2016, Portland has the 37th highest Fire staffing level in the nation with a ratio of 3.4 FTE's per 1000 residents. Portland Fire Department has the highest staffing ratio in Maine and the 3rd highest in New England. Even with Portland specific FTE's removed from the calculation (i.e. Jetport Fire Station employees who must remain available for work at PWM) Portland's staffing ratio is still above 3.0 and among the highest in the nation.



Table 3. Career Firefighter Rates by Population Protected, 2017

Population Protected	Career Firefighters Per 1,000 Population		
	Low	Median	High
1,000,000 or more	0.63	1.13	1.73
500,000 to 999,999	0.55	1.21	2.57
250,000 to 499,999	0	1.14	2.35
100,000 to 249,999	0.06	1.41	3.11
50,000 to 99,999	0	1.33	3.32
25,000 to 49,999	0	1.16	3.79

Source #2: <https://www.nfpa.org/-/media/Files/News-and-Research/Fire-statistics-and-reports/Emergency-responders/osfdprofile.pdf> - Portland's ratio is above the "High" per the National Fire Prevention Association

Portland Fire Department Staffing Levels – Peer Comparatives

Table 1 Firefighters per Population 2009/2010			
Source: US Census 2009 data and Individual Fire Department Data			
Agency	Rank	# of Residents per FF	FF per 1,000 Residents
Washington, DC	1	273	3.67
Memphis	2	366	2.73
Cincinnati	3	414	2.41
Rochester	4	419	2.39
Baltimore	5	425	2.35
Boston	6	451	2.22
Cleveland	7	498	2.01
Pittsburgh	8	499	2.01
Columbus	9	529	1.89
Nashville-Davidson	10	536	1.86
Newark	11	553	1.81
Houston	12	579	1.73
Seattle	13	605	1.65
Milwaukee	14	614	1.63
Chicago	15	655	1.53
San Francisco	16	663	1.51
Denver	17	668	1.50
Charlotte	18	675	1.48
Oklahoma	19	695	1.44
Austin	20	729	1.37
New York City	21	749	1.33
Dallas	22	749	1.33
Portland	23	750	1.33
Atlanta	24	751	1.33
Philadelphia	25	771	1.30
Indianapolis	26	773	1.29
Miami	27	795	1.26
Detroit	28	798	1.25
Fort Worth	29	805	1.24
San Antonio	30	839	1.19
Tucson	31	861	1.16
Jacksonville	32	899	1.11
Minneapolis	33	918	1.09
El Paso	34	949	1.05
Boise	35	952	1.05
Phoenix	36	978	1.02
Los Angeles	37	1100	0.91
Miami-Dade	38	1191	0.84
San Diego	39	1291	0.77
San Jose	40	1805	0.55

US Fire Department Staffing and Resource Allocation Survey

Spring 2011

This is a survey of the Fire Departments of the 40 largest cities in the United States (by population). Each city in the sample was surveyed for its most recent staffing and infrastructure levels at the time of the survey (Spring 2011). Data was collected from Fire Department Annual reports or by the staffing levels as reported on official Fire Department websites or by the Departments themselves. City population data is taken from the US Census of population for 2009. Cities are ranked based on their level of resource or staffing allocation along each of the metrics.

The tables in this survey provide a current picture of how the largest cities in the US are currently staffing their fire departments on a per-population basis. All staffing estimates are based on the number of uniformed firefighters and do not include staffing levels of paramedics and EMT's assigned to working ambulances *only*. The results here are therefore specific to uniformed firefighters and officers.

It is recommended that these tables are used in conjunction with each other in order to get the best picture of staffing and resource commitments across cities. The last table in this document, Table 5, provides such a summary of resources by adding up all the ranks from Tables 1-4 to get a final ranking for each city.

Source #3 – Although a more dated survey (2011), Portland's current staffing ratio is higher than all but one of the top 40 largest US cities <https://www.foia.gov/researchfiles/file00000009.pdf>



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Deputy Director

Department of Parks, Recreation & Facilities

May 2019

To the City Manager, Mayor, and Portland City Council,

In May of 2018, the City initiated a process to update the Memorandum of Understanding with Cultivating Community.

Annually, the City provides over \$32,300 in support to Cultivating Community each year. This includes a \$20,000 cash contribution in return for Cultivating Community administration of the 10 community gardens. In addition to the \$20,000 administration fee, the City has budgeted annually for the following additional items which are provided / used for Cultivating Community:

- \$7,600 for compost
- \$1,500 for fence repair
- \$1,000 for plumbing, electrical, shed repairs
- \$2,200 for water
- In kind staff services for leaf and compost delivery, plumbing, electrical, and fence repairs

As part of the meetings leading up to the initial draft of the MOU, Cultivating Community staff requested additional city financial support in order to continue administering the garden program. An initial proposal that they verbally discussed with City staff was an increase from the existing \$20,000 to \$40,000.

Given a challenging budget year, with virtually no increase for staffing or equipment Department-wide, Parks, Rec and Facilities staff came up with a proposal that would increase garden rental rates and allow for revenue sharing so that Cultivating Community could see some increase in revenue, but not impact the overall Department budget or increase the subsidy by taxpayers. Also, with a revenue sharing model of 85/15 (85% to Cultivating Community, 15% to the City to cover costs), Cultivating Community would see additional revenue as additional garden plots were added in the future.

Under this proposal, the revenue collected would be split 85/15 with Cultivating Community, with the larger share going to Cultivating Community.

Rates	New Rates 2020	2017 Rate	2016 Rate
Full Size rate 10 x 15	\$95	\$60	\$50
Half or Reduced	\$65	\$40	\$35
Common Shares	\$50	\$50	NA
Low Income	\$15	\$15	\$15

Total revenue = \$30,775

85% to Cultivating Community = \$26,159 (a **31% increase in revenue to Cultivating Community**)



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Deputy Director

Department of Parks, Recreation & Facilities

City staff felt this 31% increase in revenue to Cultivating Community was a fair compromise that did not have a negative effect on other city programs (athletics, trails, youth and senior programs, winter sidewalk plowing, etc...) and also did not raise the subsidy by the taxpayers. The revenue would be entirely generated by user fees.

Cultivating Community staff did not express an interest in this revenue-sharing proposal and instead chose to communicate directly with City Councilors for an even larger increase in City taxpayer support, a request for \$20,000 in additional cash contribution on top of the cash contribution of \$20,000 they're already receiving plus the \$13,200 in other support.

The question has been asked – how much would it cost the City to take over administration of the Community Gardens. We would add a \$35,471 full time, year-round Garden Coordinator. The Coordinator would focus on gardens in spring and summer. In off season, half-time focus on garden coordination efforts, half-time Park Ranger patrol in all parks and open spaces with focus on Baxter Woods. Adding this position would enable us to address multiple Department priorities.

Overall, the City is lucky to partner with Cultivating Community to administer our garden program. There is great community interest and passion for gardening, and the program has a substantial waitlist of 1-2 years. Cultivating Community staff are professional and truly experts in their field, and we enjoy working with them.

However, when faced with difficult budget decisions, City staff did not feel it was appropriate to either make cuts to other programs to increase payments for Cultivating Community, nor did we feel it was appropriate to increase the subsidy from taxpayers.

If City staff were to propose adding another \$20,000--\$30,000 to our budget, we would not propose to add it to our payment to Cultivating Community, but focus instead on one of the following priority areas that were not funded in our current Parks budget:

- **Winter seasonal labor to better address sidewalk pinch-point clearing. Adding two winter seasonal staff to address these problem areas with walk-behind snowblowers and shovels would greatly increase accessibility for school children, commuters, and the disabled.**
- **Seasonal Ranger coverage to address our growing problems of drug and alcohol use in parks, dog waste and off-leash issues, and rampant unpermitted over-use of athletic fields.**
- **Seasonal Athletic Facilities staff to comply with the Pesticide ordinance. Since the passing of the Pesticide Ordinance, we have not seen the necessary increase in staffing in order to be able to carry it out successfully.**

Respectfully,

Ethan Hipple, Deputy Director



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Deputy Director

Department of Parks, Recreation & Facilities

Portland Community Garden Rates FY 2020			
Garden	Full Plots	Half/Reduced Plots	Common Shares
Boyd St	30		
Brentwood		65	
Casco Bay	31	36	30
Clark St	8		
Libbytown		42	
North St	52		
Payson Park	33		
Peaks Island		20	
Riverton	28		
Valley St	42		
Total Plots	224	163	30
Total Plots--all sizes	417		
Low Income Plots (current)	40		
Rates	New Rates 2020	2017 Rate	2016 Rate
Full Size rate 10 x 15	\$95	\$60	\$50
Half or Reduced	\$65	\$40	\$35
Common Shares	\$50	\$50	NA
Low Income	\$15	\$15	\$15
Revenue			
Full Plot Revenue	\$21,280		
Half Plot Revenue	\$10,595		
Common Share Revenue	\$1,500		
Total Potential Revenue	\$33,375		
Minus Low Income Lost Revenue (20 full size, 20 half size plots)	-\$3,200		



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Deputy Director

Department of Parks, Recreation & Facilities

Plus Low Income Revenue	\$600		
Total Actual Revenue	\$30,775		
Annual Garden Expenses			
Compost	\$0	down from \$7,600, gardeners provide own	
Cultivating Community Admin	\$26,159	total revenue x 0.85	
Fence Repair	\$1,500	In Budget	
Leaf compost	\$0	City provides from Evergreen cemetery	
Signs, Plumbing, Misc...	\$1,000	In budget	
Water	\$2,200	\$220 Seasonal water fee x 10	
Total Expense	\$30,859		
Total City Surplus	-\$84		



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Deputy Director

Department of Parks, Recreation & Facilities

212 Canco Rd, Suite A
Portland, Maine 04103

Portland Community Garden Rates FY 2020			
Garden	Full Plots	Half/Reduced Plots	Common Shares
Boyd St	30		
Brentwood		65	
Casco Bay	31	36	30
Clark St	8		
Libbytown		42	
North St	52		
Payson Park	33		
Peaks Island		20	
Riverton	28		
Valley St	42		
Total Plots	224	163	30
Total Plots--all sizes	417		
Low Income Plots (current)	40		
Rates	New Rates 2020	2017 Rate	2016 Rate
Full Size rate 10 x 15	\$95	\$60	\$50
Half or Reduced	\$65	\$40	\$35
Common Shares	\$50	\$50	NA
Low Income	\$15	\$15	\$15
Revenue			
Full Plot Revenue	\$21,280		
Half Plot Revenue	\$10,595		
Common Share Revenue	\$1,500		
Total Potential Revenue	\$33,375		
Minus Low Income Lost Revenue (20 full size, 20 half size plots)	-\$3,200		
Plus Low Income Revenue	\$600		



Sally L. DeLuca
Director

Department of Parks, Recreation & Facilities

Ethan Hipple
Deputy Director

Department of Parks, Recreation & Facilities

Total Actual Revenue	\$30,775		
Annual Garden Expenses			
Compost	\$0	down from \$7,600, gardeners provide own	
Cultivating Community Admin	\$26,159	total revenue x 0.85	
Fence Repair	\$1,500	In Budget	
Leaf compost	\$0	City provides from Evergreen cemetery	
Signs, Plumbing, Misc...	\$1,000	In budget	
Water	\$2,200	\$220 Seasonal water fee x 10	
Total Expense	\$30,859		
Total City Surplus	-\$84		

**CITY OF PORTLAND
DEPARTMENT OF THE PARKS, RECREATION &
FACILITIES
Athletic Facilities Usage Policy**



It is the goal of the Athletic Facilities Division, a part of the Portland Parks, Recreation and Facilities Department to provide beautiful, well-run sporting facilities for the citizens of Portland and all others who wish to use them. It is the intention of this policy to provide a simple and fair application procedure to facilitate that goal.

This policy covers the use of the following City owned facilities for all organized sports and activities: Fitzpatrick & Memorial Stadiums, Hadlock Field, Payson Park Fields, Kiley Softball Field, Quinn Softball Field, Dougherty Fields, Riverton Fields, Deering High School Complex, Lyman Moore Fields, Deering Oaks Baseball Field, Preble St. Field, Fox St. Field, East End School Softball Field and all tennis / basketball / volleyball courts and any other unmentioned athletic City owned facility.

A. School Use: September-June ~ Use During the School Year

The School Department will have priority on weekdays from 2:30 PM to 7:00 PM for practices and games on Turf fields – 6pm on grass fields. The School Department will have priority on Saturdays until noon (on Turf fields). No field use may be scheduled outside those times without written authorization by the Athletic Facilities Manager.

- All athletic facility use during the season, off-season and summer will be scheduled through the department.
- It shall be the responsibility of each school's Athletic Director to furnish the department with a schedule of all games and practice schedules, at the earliest possible date. The AD must also notify the department of any schedule changes due to cancellations, postponements, deletions, additions, etc. Scheduled changes for use of fields for games and practices are not final until the department approves such changes.
- Please do not call the crew members, call our Department office 207-808-5400.
- All schedule changes must be made at least 24 hours in advance, whenever possible. The department will not guarantee that fields will be lined or staffed if the notification is less than 24 hours in advance.
- Field lining materials used to line fields for scheduled games will be charged to the respective school for the actual cost of materials used. The School Department will be financially responsible for the hours used to maintain, prepare and staff events from Athletic Facilities Staff as needed.

B. Public Use of Portland's Athletic Facilities

The Parks, Recreation and Facilities Department schedules the use of City athletic facilities. All organizations or groups must schedule their use with Athletic Facilities Manager in order to ensure access. In order to use a field, court or facility, an application must be obtained from the department. Once the application has been scheduled and the use paid for in advance, a permit will be given to the team / group leader and must be in possession of someone at the field site.

- **Organizations or Programs requesting "Portland Resident" status need to have 2/3 of its active roster or participants to be City of Portland residents. Rosters with proof of residency are required. See section G.**
- Scheduled time for team use will be strictly enforced. When applying for time, please ensure your warm-up time and entire time needed for a game are requested. Because of field time constraints, teams will not be allowed to start early or finish late.
- **The consumption of alcoholic beverages, tobacco products or use of illegal drugs by players or spectators on city-owned property is prohibited.** Violations of this policy will result in the cancellation of the particular game being played and, if necessary, the remaining games. Players, spectators, tournament directors, coaches, captains, etc., may have their user privileges revoked upon the severity of the infraction. See Section G.
- Leagues, organizations and individuals who utilize the athletic fields are responsible for the conditions of the fields they use. Debris or garbage must be picked up and placed in appropriate trash receptacles if available or carried out. Equipment (bases, goals, etc.) will not be supplied by Parks, Recreation and Facilities Department and are not a part of the fee.
- All vehicles must be parked in designated parking areas, no vehicles are allowed to park in any grass areas at any of the City's fields / parks or inside any fenced areas.
- The Parks Department has the right to grant or reject any application for field use for any reason.

C. Usage Policies for The Individual Fields:

Hadlock Stadium Usage Policy

Portland Sea Dogs

The Sea Dogs have contracted with the City of Portland to be the primary tenant at Hadlock Stadium. This gives them priority in scheduling of games / special events. Any and all other event must be scheduled with the Public Assembly Division (Formally PAF) 808-5435.

Fitzpatrick & Memorial Stadium Usage Policy

Scheduling of Fitzpatrick & Memorial Stadiums is done by the City of Portland's Parks, Recreation and Facilities Department. Any event with: with a projected spectator attendance in excess of eight hundred (800) is a special event and requires a PAD, as a special event, if it's in the sole opinion that spectator attendance is likely to exceed 800. These events require that you contract for event management staff, other required staff and any auxiliary facilities through PAD. When renting one of these stadiums, you are renting just the field. Standard rental is for field use only. Scoreboards or P/A us, any goals or additional field lining, porta potty or bathrooms etc. are priced separately.

Memorial Stadium Sound/Noise Policy

Because Memorial Stadium is in a residential neighborhood the following additional restrictions shall be enforced:

- Use of noise producing items like horns, drums, cowbells or any other noise producing type are strictly prohibited.
- Decibel level for the P/A system must be kept under the posted (next to the sound meter above the P/A) level.
- The P/A will not be used before 10am on Sundays or after 10pm any night of the week.

Prioritization of Use

The School Department will have use of the facility in the fall and spring seasons during the school year:

- Monday through Friday from 2:30 PM – 7:00 PM excluding varsity football games on Friday nights or other nights due to extenuating circumstances such as religious holidays. Saturdays the School Department will have priority scheduling until 12:00 PM. On all Saturdays, the field will be available for recreational users beginning 12:00 PM.
- Scheduled time for teams will be strictly enforced. When applying for time, please ensure your warm up time and entire time needed for a game are requested. Because of field time constraints, teams will not be allowed to start early or finish late unless authorized.
- At the end of scheduled time all groups must move PROPERLY any goals or equipment used, outside of the fenced in track / field areas unless otherwise directed by Athletic Facilities personnel.
- The School Department will work with the Athletic Facilities Division to schedule football team practice at Fitzpatrick & Memorial Stadiums in inclement weather so that natural grass fields will not be damaged. High School football practice in inclement weather should be a priority over non-varsity games.
- The School Department will be responsible for scheduling all school games at Fitzpatrick & Memorial Stadiums through the department.
- School Booster groups are to be charged at youth resident rates when conducting "Play Days" and/or using field time outside their normal season and school use period.
- Any group using the fields which is school related but not an actual "school team event" during or after the school season or year will be charged at the youth resident rate.

Recreational Groups

- Resident groups will have priority at Fitzpatrick & Memorial Stadiums after the times allocated to the Portland School Department. This includes both youth and adult programs.
- Priority for scheduling will be Portland Youth, Portland Adults, and then non-Portland- resident users.
- Scheduled time for teams will be strictly enforced. When applying for time, please ensure your warm up time and entire time needed for a game are requested. Because of field time constraints, teams will not be allowed to start early or finish late unless authorized.
- Teams must wait outside the fenced areas for the off going teams to leave.
- At the end of scheduled time, all groups must PROPERLY move any goals or equipment used, outside of the fenced in track / field areas unless otherwise directed by department.

- When renting one of these stadiums, you are renting just the field. Standard rental is for field use only. Scoreboards or P/A us, any goals or additional field lining, porta potty or bathrooms etc. are priced separately.

Please be careful of the track surface at Fitzzy and the fences & landscaping at all facilities!

D. Fee Schedules

Field reservations are not confirmed and will be tentative until 50% of the field usage fee is received. All fees are due a minimum of 20 days prior (or game day if made inside of 20 days) to the first date of scheduled use. The City shall assess a late charge of 5 percent per month if the field rental fees are not received before usage.

Groups with outstanding bills cannot reserve fields and lose any priority status until old bills are paid.

No field maybe used without payment in full and a verified roster (for residency status – copy of a license for adults, addresses for youths). Fees are assessed on your reserved time, not time used.

E. City's Cancellation of Field Use Policy

School Activities:

The following process is used to determine if games or practices will be played.

- The Athletic Facilities Supervisor inspects fields and recommends to the department to cancel games.
- The Department Rep contacts the affected school's Athletic Director regarding cancellations.
- The Department Rep will make the final determination on the decision.

Non-School Activities:

In the event of inclement weather or wet field conditions, the City may revoke permission to use fields, even for previously scheduled activities. The Athletic Facilities Division reserves the right to cancel or postpone any scheduled games, events, and/or practices due to field conditions and/or priority schedules. If for any other reason a field needs to be cancelled, i.e. irrigation leak, Department Rep will call the designated field contact for that team, league, etc. If the Athletic Facilities Division deems the fields playable, teams may not cancel because of weather or field conditions.

All non-school users are required to check the Parks, Recreation, and Facilities Cancellation Hotline (756-8130) whenever play conditions are questionable. If a field user does not check the cancellation line or gets on a field that has been cancelled for that day, they risk losing future usage of the City of Portland's athletic facilities. The Cancellation Line is updated on weekdays by 4:00 PM and weekends by 8:00 AM.

F. Renter Cancellation/Refund: (This is strictly enforced)

- For activities canceled by the RENTER 20 business days or more in advance, RENTER will be refunded 100 percent of fees paid, less the City's current processing fee.
- For activities canceled by the RENTER 10 business days to 19 business days in advance, RENTER will be refunded 50 percent of fees paid, less the City's current processing fee if the City can re-rent the field.
- Refunds will not be granted for activities canceled by the RENTER under any circumstances if: activities canceled less than 10 business days prior to the scheduled activity, or canceled after the activity has started, or canceled after the activity was scheduled to start.

G. Portland's Athletic Facilities House Keeping and Safety Rules

In order to ensure the safety of patrons, to protect, properly maintain, maximize the life of the Fitzpatrick & Memorial Stadium's Artificial Field Turf and Track as well as our other facilities, the City of Portland's Parks, Recreation and Facilities urges all users to comply with the rules listed below. Please make every effort to help us sustain these beautiful facilities.

***** THESE RULES APPLY TO ALL COACHES, TRAINERS & PLAYERS *****

- Gum, candy and SEEDS are not allowed on any of the fields or tracks. Please!!!!
- Soft toss or any type of hitting drills is strictly forbidden at, on or around field fencing. Portland has gone to great lengths & expense to replace facility fencing. Teams or individuals that damage the fencing will be held monetarily responsible for the damages and will lose future field privileges.

- Do not climb over or on fencing. If you kick a ball over the goal, walk around the fence to get it.
- When inclement weather or maintenance closes a field or facility, there can be no activity on that field or facility. Teams or individuals that damage the facilities, by violating this policy, will be held monetarily responsible for the damages and will lose future field privileges.
- Sport drinks, soda, juices, and/or drink supplements are NOT allowed on the playing surface or track.
Please - Only water is allowed on the track and the synthetic fields.
- In the interest of safety, spectators are not allowed on the track or field when games or practices are being played.
- Alcohol, smoking, drugs or weapons are not allowed on any CITY property at anytime.
- Metal or rubber spikes damage the track surface and are not permitted on the track.
- Animals are not allowed on Portland's athletic fields or in the facilities. Active licensed service dogs are welcomed.
- Bikes or other wheeled mechanisms are not allowed on the track unless they are for disabled users and get special permission. Arrangements may be made to accommodate disabled users.
- Teams cannot enter track / field area until; the prior group is off track / field.
- Use of noise producing items like horns, drums, cowbells or any other noise producing type are strictly prohibited.
- Please obey Noise regulations posted by each P/A system to reduce noise pollution outside the stadiums.
- *No Vehicles are allowed inside Fitzpatrick or Memorial Stadium fencing.*
- *Accessible parking is available at both Memorial and Fitzpatrick Stadiums in the adjacent parking lots.*

H. Application and Scheduling Procedures

- All applications should be sent by e-mail or fax (or dropped off at our location). If you're requesting resident status, include a verified roster. Verification may be made by submitting a copy of each player's driver license or an address for a youth. If you're affiliated with an organization or league, please ensure they have verified the roster as well.
- The Athletic Facilities Division will use a priority system to determine who has priority over another group for requested same date and time conflicts. Most conflicts can be avoided by adjusting times. We ask that you be flexible with your requested playing times.
- Priority for scheduling will be Portland Youth, Portland Adults, and then non-Portland resident users.

For Stadium, court or field use between usage - March 1st and July 31st or Usage Period #1 - Application forms must be received between January 1st and January 31st. Scheduled times released first Friday of February.

**For Stadium, court or field use between August 1st and November 30th or Usage Period #2
Application forms must be received between March 1st and March 31st.**

Applications received after requested dates for Usage Period 1 or 2 will lose priority status and will be scheduled on a first come, first served basis. The department shall have discretion to resolve scheduling conflicts by determining use of the field upon historical use, community interest or other factors. Summer Leagues and annual camps, based on their history will have priority over newly established leagues or camps. Every effort will be made to ensure a satisfactory outcome of all scheduling conflicts. Large quantities of time may not be available to ensure others are able to play.

No Application or reservation will be accepted if you owe a balance on your account.

PLEASE RESPECT THE FACILITIES, EQUIPMENT, AND EACH OTHER.

If there is anything the Athletic Facilities Division can do to enhance your sporting experience,

Please do not hesitate to call 808-5400 or e-mail: eowens@portlandmaine.gov



**CITY OF PORTLAND
DEPARTMENT OF PARKS, RECREATION & FACILITIES**

212 Canco Road, Suite A ~ Portland ~ ME ~ 04103 1- 207-808-5400

Application for Use of Athletic Facilities



****SUBMISSION OF THIS APPLICATION DOES NOT GUARANTEE TIME OR SPACE****

TEAM/LEAGUE		SPORT	
MANGER/COACH or CONTACT PERSON		Date of Birth	
ADDRESS		CITY	STATE
		ZIP CODE	
HOME PHONE	WORK PHONE	CELL PHONE	
EMAIL ADDRESS	ANTICIPATED EVENT ATTENDANCE		
RESERVATION DATE	FACILITY RESERVATION REQUEST		TIME(S)
SPECIAL REQUEST:			

***Proof of resident status and team roster must be provided with application.**

Fitzpatrick Stadium & Memorial Stadium	Per Hour	With Lights	Ball Fields, Courts & Athletic Facilities	Per Hour	With Lights
Youth Resident	\$ 45.00	\$120.00 *	Youth Resident	\$ 0.00	\$ 75.00 *
Adult Resident	\$ 95.00	\$170.00 *	Adult Resident	\$ 30.00	\$ 105.00 *
Youth Non-Resident	\$ 85.00	\$160.00	Youth Non-Resident	\$ 30.00	\$ 115.00
Adult Non-Resident	\$190.00	\$265.00	Adult Non-Resident	\$ 60.00	\$ 135.00
			Commercial For-Profit Group	\$ 30.00	\$ 115.00
Baseball and Softball Fields are subject to additional \$10 an/hr. for weekend play to offset staffing					

The Portland Resident Rate for hosting Youth Sports Camps will be charged \$25 an hour per grass field
(For non-resident or camps on synthetic turf, standard rates will apply)

Please make checks payable to "City of Portland".

WE ACCEPT VISA OR MASTERCARD ONLY		EXPIRATION DATE	MONTH	YEAR
CREDIT CARD NUMBER				

SIGNATURE	DATE
------------------	-------------

Please return application to Parks, Recreation, Facilities Department 212 Canco Road, Suite A ~ Portland ~ ME ~ 04103 ~ Fax ~ 207-808-5400

BALLFIELDS - FEE COMPARISON BY MUNICIPALITY

Synthetic Turf Field	Resident - Hourly		Non-Resident Hourly		Lights	Comments - Residency ?
	Youth	Adults	Youth	Adults		
Portland (2)	45	85	90	170	add \$75	Very Heavily used fields
Cape Elizabeth (1)	\$0	\$60 1st hr \$30	\$90 1st hour \$45	\$90 1st hr \$30	\$30	Resident: \$240 for full day Non-Resident: \$360 full day. Plus staff rates
Falmouth	\$25	\$50	\$75	\$100	\$50/hour	Tournaments \$100 Commercial venue \$150
Freeport	one game up to 3 hours \$50	one game up to 3 hours \$50 Full day \$125	one game up to 3 hours \$100 Full day \$250	one game up to 3 hours \$100	NA	League play/seasonal sue, per team (4 team minimum) \$100
Massabessic						No rentals
NYA (1)	\$90 1st 3 hours \$75 after	\$90 1st 3 hours \$75 after	\$90 1st 3 hours \$75 after	\$90 1st 3 hours \$75 after		
Scarborough (1)	\$35/hour \$25 per event for PA system and scoreboard each	\$35/hour \$25 per event for PA system and scoreboard each	\$60/hour \$25 per hour for supervisor,\$25 per event for PA system and scoreboard each	\$60/ hour \$25 per hour for supervisor,\$25 per event for PA system and scoreboard each	add \$70	Daily rates Resident: Youth \$150 Adult \$300 Tournaments/Camp \$600 Non-Res: Youth \$450 Adult \$600
Yarmouth (1)	0	\$75/hour	\$75/hour	\$85/hour	\$25/hour for Res youth games \$50/hour	Resident Tournament/Camps \$150 Non-resident
Natural Grass Fields	Resident - Hourly		Non-Resident Hourly		Lights	Comments
	Youth	Adults	Youth	Adults		
Portland	\$0	\$30	\$40	\$60	add \$75	Very Heavily used fields
Cape Elizabeth	\$0(assessed service fees)	\$60 1st hour then \$30	\$90 1st hour then \$45	\$90 1st hour then \$45	add \$30	Resident Tournaments \$240/day Non-Resident Tournaments \$360/day
Scarborough	\$60/hour	\$60/hour	\$75/hour	\$75/hour		Field Lining fees charged weekly per sport
Gorham	\$0	\$0	\$0	\$0	n/a	Schedule through the town
Falmouth Fields	0 or at cost \$25/hr for non profit or fundraising	0 or at cost \$25/hr for non profit or fundraising	\$50 for non profit or fundraising \$100 for profit org	\$50 for non profit or fundraising \$100 for profit org	n/a	
Saco	\$0	\$0	\$20	\$30	\$75	set-up fees/lining fees
South Portland	0- 100% resident 75-99% resident \$30/hr <75% resident \$60/hr	0- 100% resident 75-99% resident \$30/hr <75% resident \$60/hr	0- 100% resident 75-99% resident \$30/hr <75% resident \$60/hr			Waiting on info
Westbrook						Waiting on info
Yarmouth	\$0	\$50	\$50	\$60	\$50/hour	Resident Tournaments \$100 grass \$150 turf Non-resident Tournaments \$300 grass \$350 turf Resident Leagues (15 game max) \$200 grass \$300 turf Non-resident Leagues \$60/hour no turf
Biddeford	\$0 with lights \$70	\$30/2 hour \$45/2 hour	NA	NA		League team \$80/ 2 hour \$75/2 hour with lights \$130
Indoor Turf Fields						
Portland Sports Complex	\$275	\$275	\$275	\$275		
Gorham Sports Complex	\$175-\$275	\$175-\$275	\$175-\$275	\$175-\$275		1/2 field or full field

MEMORANDUM

To: Chair Mavadones and Members of the City of Portland Finance Committee
From: Danielle P. West-Chuhta, Corporation Counsel
Date: May 7, 2019
Re: Responses to Questions at May 2nd Finance Committee Meeting

1. What is the Current Attorney Hourly Rate?

Based on our recent research, we estimate that the hourly rate for attorneys that we have used in various matters recently ranges from \$195 to \$400 per hour. More specifically, attorneys we have used for various insurance cases that are assigned through Maine Municipal Association (“MMA”) have charged between \$195 and \$225 an hour. The rates for other general work we have done with outside counsel (in the Portland area) on various matters has ranged from \$250 to \$370 an hour. Finally, for outside counsel (out of the Portland area) that have performed other specialized work we have been charged between \$250 and \$400 per hour.

Please note that these rates depend on the matter involved, and are primarily related to the attorney’s experience and expertise in the area of law in question.

2. Why did the Proposed Legal Revenues Decrease for FY20?

The proposed legal revenues for FY20 is \$139,320. This is actually an increase from the proposed \$136,320 in legal revenues for FY19. Consequently, the proposed legal revenues for FY20 did not decrease.

As I indicated in my testimony before the Finance Committee last week, we are no longer able to charge for certain services related to work my office performs on Housing and Urban Development (“HUD”) loans, but we were able to cover this loss by increasing the revenue projections that we included for various code violations.

Please note that the confusion around our department’s revenues may have resulted from the fact that we have actually collected around \$45,000 more revenue (i.e. \$182, 171) than we projected for FY19 (i.e. \$136,320).



City Council Workshop



Community Support Fund & Shelter Overflow

4/29/2019

Community Support Fund

Category	FY2018 Actual	FY2019 Budgeted	FY2019 Actual	FY2019 Projection
Burials	\$ -	\$ 3,345.00	\$ -	\$ 3,345.00
Water/Sewer	\$ -	\$ 94.00	\$ -	\$ 94.00
Electric	\$ 1,335.88	\$ 3,295.00	\$ 3,747.80	\$ 3,697.00
Client Gas	\$ 1,124.73	\$ 430.00	\$ 1,922.68	\$ 1,486.00
Heat	\$ -	\$ 220.00	\$ -	\$ 220.00
Diapers	\$ 253.31	\$ 1,193.00	\$ 779.06	\$ 716.00
Rental/Apt	\$ 88,457.95	\$ 131,177.00	\$ 186,930.64	\$ 202,187.00
Security Deposit	\$ 3,667.00	\$ 4,013.00	\$ 5,166.83	\$ 11,209.00
Medical Services	\$ -	\$ 100.00	\$ 110.75	\$ 266.00
Prescriptions	\$ 10,670.68	\$ 15,854.00	\$ 6,624.32	\$ 9,118.00
Food Vouchers	\$ 44,589.96	\$ 32,637.00	\$ 51,068.19	\$ 62,107.00
Non-Food	\$ 6,797.26	\$ 7,642.00	\$ 7,341.36	\$ 9,124.00

Family Shelter Comparison FY18 & FY19

<i>Family Shelter</i>	FY18	FY19 (as of 4/24/19)
Families from Other Countries	119	121
Families from Other States	27	23
Families from Portland	25	11
Families from ME (outside of Portland)	12	5
Grand Total	183	160

Community Support Fund and State Implications

If the state reverted back to the definition of actively seeking a status change and covered the Gap statewide, it would actually be more cost effective for the State.

EXAMPLE:

2 bedroom in Portland \$1,473 everything included

2 bedroom in municipality A (Craigslist Search found 8 units here averaging) \$800

6 month cost in Portland \$8,858

6 month cost in municipality A \$4,800

While there would be an increased cost to the State covering the 6 month period it would allow clients to find more affordable rents. Once a client applies for Asylum they qualify for 24 months of GA.

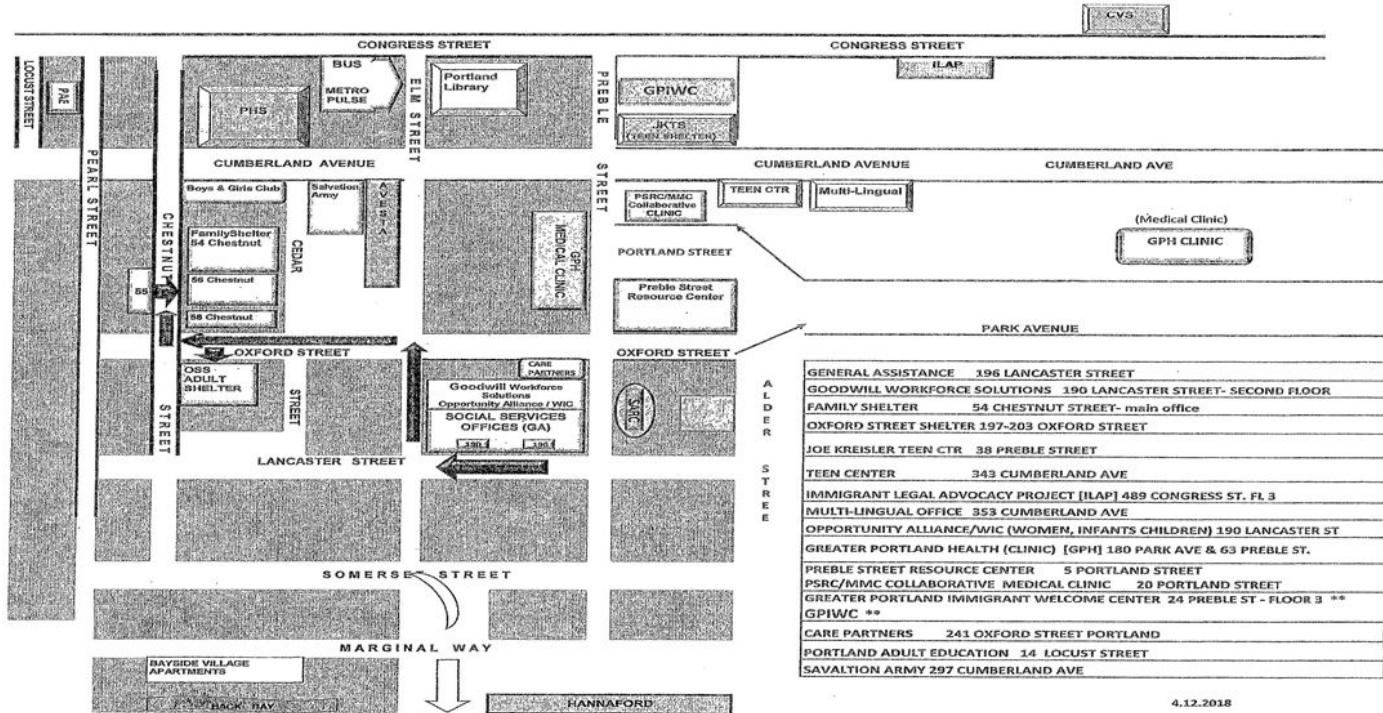
24 months of rent in the same above units

Cost of unit in Portland \$35,352

Cost of unit in Municipality A \$19,200

The initial cost of \$4,800 results in a unit that over the 24 months saves \$16,152

Area Map of Bayside



4.12.2018

Food Pantries

Pantry Name	Hours	When to come	Who can come
Sacred Heart/St. Dominic Food Pantry	Tuesday Open at 8:30am	Once a week	Parkside Residents
Sagamore Food Pantry	Tuesday 10-11 a.m.	Once a week	Open to anyone
Salvation Army Food Pantry	Mon., Wed., and Fri. 1-2:30 p.m.	Once a month	Portland residents
St. Luke's Food Pantry	Thursday 9:30-11 a.m.	Once a month	Open to anyone
Stroudwater Christian Church Food Pantry	Sundays 1-3 p.m.	Once every two weeks	Open to anyone
Wayside Mobile Food Pantry at Harbor Terrace	3rd Friday 1-2 p.m.	Once a month	Harbor Terrace & West End
Wayside Mobile Food Pantry at Riverton	3rd Wednesday 3-4 p.m.	Once a month	Riverton Residents
Wayside Mobile Food Pantry at Front Street	2nd Thursday 10:30 - 11:30 a.m.	Once a month	Neighborhood residents
Wayside Mobile food Pantry at Sagamore	4th Tuesday 10-11 a.m.	Once a month	Sagamore residents
Williston-Immanuel United Church Food Pantry	Thursday - arrive before 10 a.m.	Weekly	Open to anyone
White Memorial Food Pantry	Thursday 8-9:30 a.m.	Once a week	Open to anyone
First Baptist Food Pantry	Wednesday 11:30 a.m. - 12:30 p.m.	Once a week	Open to anyone
Jewish Family Services Food Pantry	Tuesday & Thursday, 9a.m. - 3p.m. Appt. only	Once a month	Portland residents
Preble Street	Thursday 1:30 - 3 p.m.	Once a week	Open to anyone
Project FEED	Monday-Friday 1-3 p.m.	Once every 3 months	Portland & Greater Portland
Root Cellar	Monday-Friday 9 a.m. - 5 p.m.	Emergency Only	Open to Portland Residents only
St. Elizabeth's Non-food Pantry	Tuesdays 9-11:15 a.m.	Weekly	Open to anyone

Community Meals - Wayside (Meals are open to all who wish to attend unless otherwise noted.)

Mondays:

- LUNCH, 12-1, Woodfords Congregational Church, 202 Woodford Street, Portland
- DINNER, 5-6, Reiche Community School, 166 Brackett Street, Portland (open to Reiche students & their families only)
- DINNER, 5-6, East End Community School, 195 North Street, Portland (open to EECS students & their families only)
- DINNER, 5-6, Sagamore Village Boys & Girls Club, 21 Popham Street, Portland (open to B&G Club students only)
- DINNER, 5-6, Riverton Boys & Girls Club, 55 Riverton Drive, Portland (open to B&G Club students only)

Tuesdays:

- LUNCH, 12-1, Hope.Gate.Way United Methodist Community Center, 185 High Street, Portland
- DINNER, 6-7, Parkside Neighborhood Center, 85 Grant Street, Portland (open to seniors 55+ and families with children only)
- DINNER, 5-6, Salvation Army, 297 Cumberland Ave, Portland (open to seniors 5+ and families with children only)

Wednesdays:

- DINNER, 5-6, My Place Teen Center, 755 Main Street, Westbrook

Thursdays:

- LUNCH, 12-1, Salvation Army Center for Aging, 297 Cumberland Ave, Portland (open to seniors only)
- DINNER, 5:30-6:30, Hope.Gate.Way United Methodist Community Center, 185 High Street, Portland
- DINNER, 5:30-6:30, Deering Center Community Church, 4 Brentwood Street, Portland
- DINNER, 5:30-6:30, St. Peter's Episcopal Church, 678 Washington Ave, Portland

First Sunday of the Month:

- DINNER, 5-6, First Parish Unitarian Universalist Church, 425 Congress St., Portland

Additional Community Meals

Preble Street Soup Kitchen

252 Oxford St., Portland

www.preblestreet.org

Breakfast: 8-9 a.m.

Lunch: 12-1 p.m.

Dinner: 5-6 p.m.

Teen Center

343 Cumberland Ave., Portland

Sunday-Saturday (Open to all
under 21)

Breakfast: 8-9 a.m.

Lunch: 12-1 p.m.

Dinner: 6-7 p.m.

**can also get bagged meals

St. Vincent De Paul South Kitchen

307 Congress St., Portland – East
Bayside

Monday-Friday 12-1 p.m.

Open to all

Sacred Heart/St. Dominic

80 Sherman St., Portland (corner
of Sherman & Mellen St., door on
Sherman St.)

Tuesdays 10-11:30 a.m.

Diapers/Baby Supplies

-Williston Emmanuel Baptist Church

156 High St Portland, Maine (entrance to pantry is on Deering Place off Deering St) 775-2301

Call ahead first. Thursdays 9:30 am, access by lottery, they are closed one Thursday each month

-Cuddle Me Program

<http://cuddlemeprogram.org>

Offer free baby items such as diapers, wipes, formula and baby clothes when available to those income eligible. You must be referred via a church, social service agency or by calling 211 from Maine. You can also inquire/seek assistance by completing an application on their website. Click on the “Get Help” link at the top of their website page or call their main office in Florida at 772-242-8045.



-ABBA (A Women’s Resource Center)

207- 253-5555 1250 Forest Ave., 2nd Floor Portland, ME 04101 Monday-Thursday 10am-4pm

Offers diapers and other parenting supplies. Has 9 different programs including the “Learn and Earn” program where attendees (must have some English proficiency) can attend a variety of classes and earn points which they can redeem for diapers or items at their clothing/supply boutique. Or participants can save up their points and access Baby’s R Us or other locations for supplies and items needed for their child. Interpreters only available for medical screenings not class participation(s).

-St. Elizabeth’s Essentials Pantry at St. Luke’s Cathedral

143 State St Portland, Maine 207-772-5434 Tuesday’s 9:30-11:00 am

-Jewish Family Services Food Bank and Diaper Bank

57 Ashmont St Portland, Maine 207-772-1959

Call ahead to schedule a time for pick up Monday through Friday between 9:15 am-5:15pm

ILAP

CONTACT US

Immigrant Legal Advocacy Project
489 Congress Street, 3rd Floor
PO Box 17917
Portland, ME 04112
Phone – 207.780.1593
Fax – 207.699.2313
Toll Free Helpline – 1.800.497.8505
E-mail – info@ilapmaine.org

PLEASE NOTE: We cannot answer legal questions by email

Portland Office Hours: 9 a.m. – 5 p.m. Monday – Friday

Staff are in meetings each Wednesday until 12 noon, and will meet with clients by appointment in the afternoon. We are also closed on all national holidays, as well as Patriots Day, the day after Thanksgiving, and at noon the day before Christmas.



IMMIGRANT ADVOCACY PROJECT

Churches in Greater Portland

First Baptist Church in Portland (Pastor Mike)
360 Canco Road, Portland, ME 04103 – 773-3123

Payson Park Evangelical Free Church (Evangelical Free)
424 Ocean Avenue, Portland, ME

St Luke's Cathedral
143 State Street, Portland, ME - 772-5434

Chestnut United Methodist Church
185 High Street, Portland, ME – 899-2435

Cathedral of the Immaculate Conception (Pastoral Center)
307 Congress Street, Portland, ME – 773-7746

Sacred Heart Church
80 Sherman Street, Portland, ME – 772-6182

Green Memorial AME Zion Church
46 Sheridan Street, Portland, ME – 772-1409

Stroudwater Baptist Church, Pastor Don Drake
541729 Congress Street, Portland, ME – 773-2211

Woodfords Congregation Church, UCC
202 Woodford Street, - 774-8243

Faith Temple
1914 Congress Street, Portland – 773-6334

Free Methodist Church
140 Congress Street, Portland – 772-1809

St. Vincent de Paul
307 Congress Street, Portland – 772-1113

St. Luke's Cathedral
143 State Street, Portland – 772-5434

Williston-Immanuel United Church
156 High Street, Portland – 775-2301

Allen Avenue Unitarian Universalist Church
524 Allen Ave., Portland – 797-7240

Hope Gateway United Methodist Church
185 High Street, Portland – 899-2435

Thornton Heights United Methodist Church
100 Westbrook Street, South Portland – 774-0487

Discount Prescription Program



Healthcare Resources

MedAccess – Maine Medical Center

Office Information

The Pharmacy of Maine Medical Center

22 Bramhall St.

Portland, ME 04102

Office Phone: 207-662-6665 or 1-877-275-1787

CarePartners – Portland

Office Information

241 Oxford Street

Portland, ME 04101

Office Phone: 207-879-8948

Fax: 207-879-8948



Freecare Application

Patient Financial Services
REQUEST FOR DETERMINATION OF ELIGIBILITY FOR FREE CARE
OR EXTENDED PAYMENT PLAN
Page 1 of 2

MaineHealth

PATIENT NAME		DATE OF BIRTH		SOCIAL SECURITY #	
ADDRESS		CITY		STATE ZIP	
PHONE NUMBER		DATE OF SERVICE / ACCOUNT #			
RESPONSIBLE PARTY	ADDRESS	CITY	STATE	ZIP	SOCIAL SECURITY #
MARITAL STATUS	INSURANCE NAME, IF ANY				
EMPLOYER	OCCUPATION			RATE OF PAY	

Have you been approved for free care at another MaineHealth facility? If so, what facility?

SIZE OF FAMILY: _____			
NAME	DATE OF BIRTH	SOCIAL SECURITY NUMBER	RELATIONSHIP TO PATIENT

Income: (List all income for yourself, spouse and other dependents, from any of the following:)

Monthly		
Wages	☐	\$ _____
Self-Employment	☐	\$ _____
Social Security	☐	\$ _____
Unemployment	☐	\$ _____
Workers Comp	☐	\$ _____
Alimony / Child Support	☐	\$ _____
Pensions	☐	\$ _____
Rental Prop Income	☐	\$ _____
Dividends & Interest	☐	\$ _____
Public Assistance	☐	\$ _____
Lottery Winnings	☐	\$ _____
Other	☐	\$ _____
MONTHLY TOTAL		\$ _____

Continued →

143076 9/16

Freecare Guidelines

by size of family

7/6/2017

Free Medical Care Application | MaineHealth

Free Medical Care Application

Notice

Free Medical Care for Those Unable to Pay - 2017

Maine law requires that free medical care must be given to Maine people with income less than 150% of the federal poverty level. However Maine Medical Center gives free to Maine people at 175% of the poverty level:

Size of Family	150% of Poverty Level	175% of Poverty Level
1	\$18,090	\$21,105
2	\$24,360	\$28,420
3	\$30,630	\$35,735
4	\$36,900	\$43,050
5	\$43,170	\$50,365
6	\$49,440	\$57,680
7	\$55,710	\$64,995
8	\$61,980	\$72,310
For each additional person, add:	\$6,270	\$7,315

To apply for free medical care, please contact us at:

- Maine Medical Center Financial Counseling office at (207) 662-1949
- Patient Financial Services office at (207) 887-5100 during normal business hours (8 AM - 6 PM, Monday through Thursday and 8 AM - 5 PM, Friday)
- Walk-in service at Patient Financial Services office at:
 - 22 Bramhall St., Portland
 - 100 Campus Dr., Scarborough
 - 335 Brighton Ave., Portland
 - (8 AM - 4:30 PM Monday through Friday)

You will be asked if you have insurance of any kind to help pay for your care. You may also be asked to show that insurance or a government program will not pay for your care.

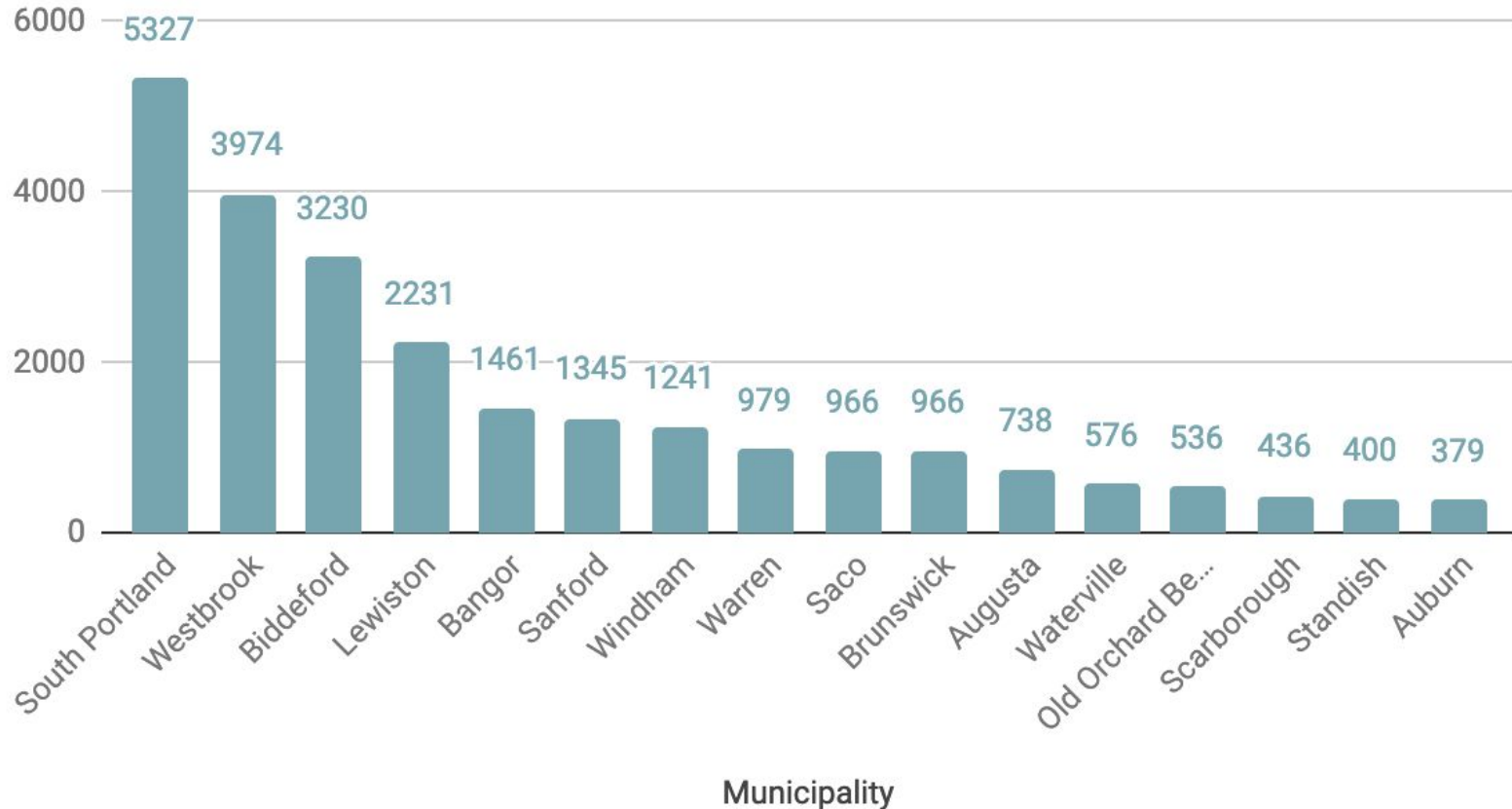
Charges Will Not Exceed Amount Generally Billed to Medicare

<https://mainehealth.org/patients-visitors/billing-insurance/financial-assistance/free-medical-care-application>

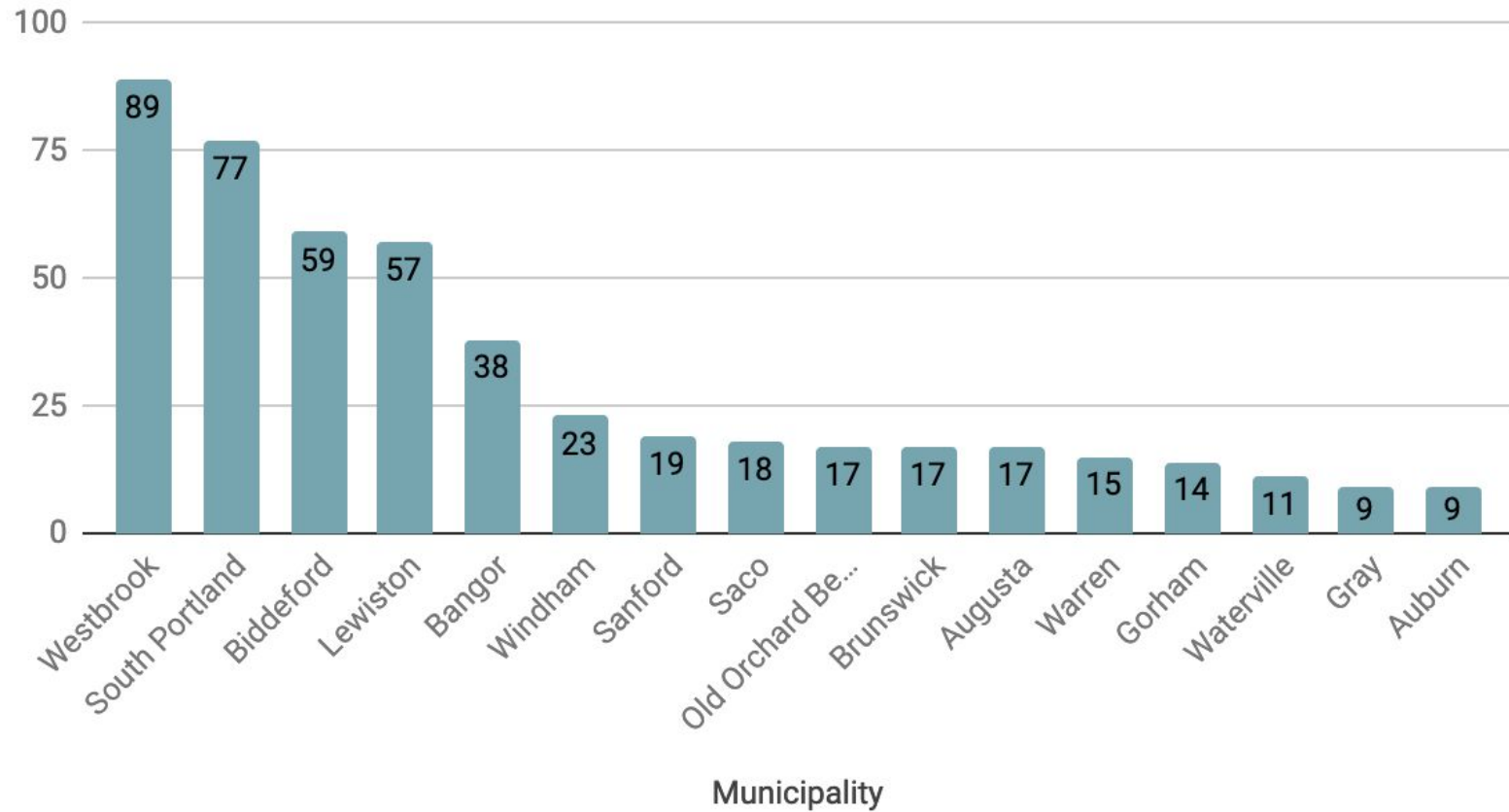
1/2

Oxford Street Shelter

Bed Nights by Municipality (CY 2018)



Clients by Municipality (CY 2018)



Oxford Street Shelter Comparison - 2018

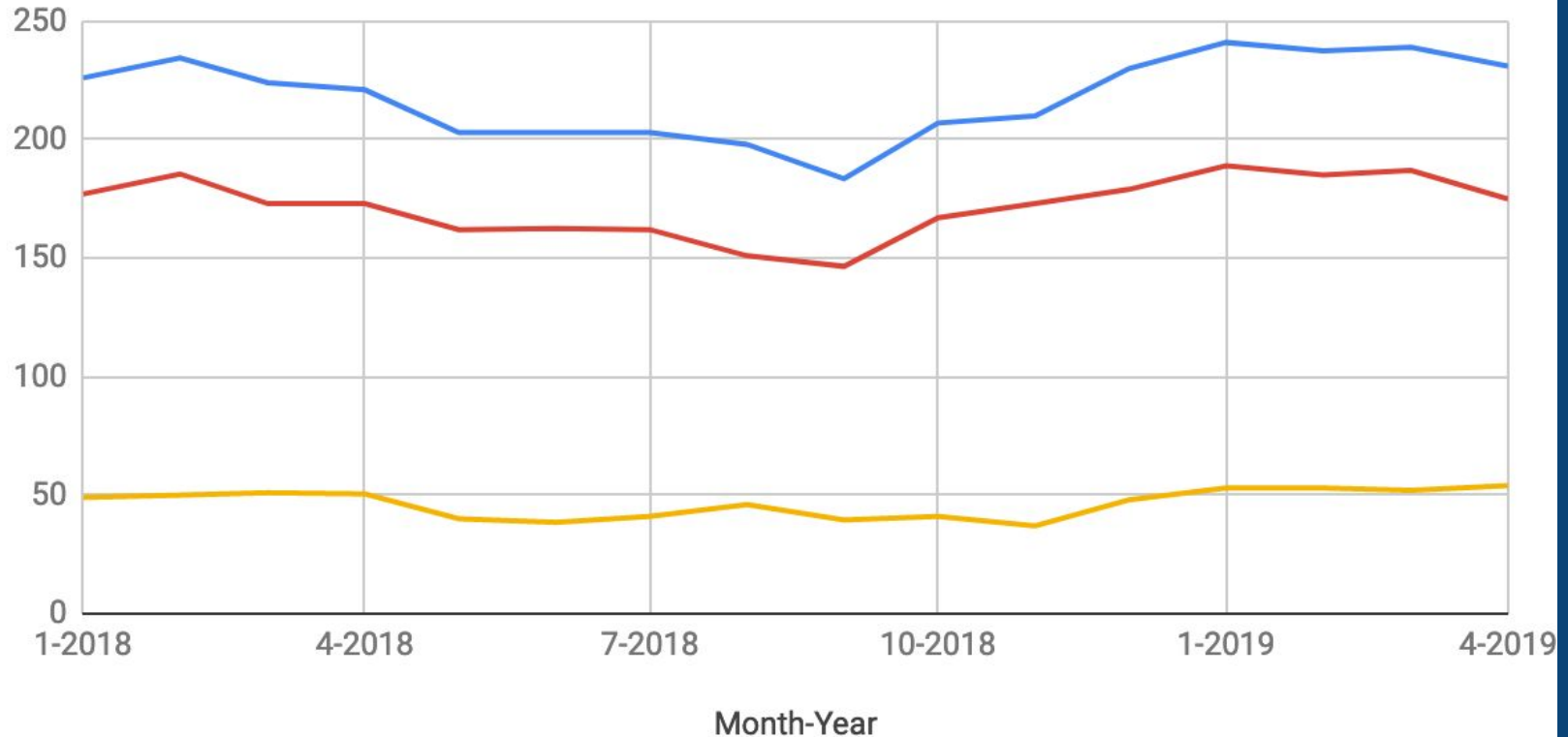
<i>Month-Year</i>	MEDIAN of Total	MEDIAN of Male	MEDIAN of Female
1-2018	226	177	49
2-2018	235	186	50
3-2018	224	173	51
4-2018	221	173	51
5-2018	203	162	40
6-2018	203	163	39
7-2018	203	162	41
8-2018	198	151	46
9-2018	184	147	40
10-2018	207	167	41
11-2018	210	173	37
12-2018	230	179	48
Grand Total	211	169	44

Oxford Street Shelter Comparison - 2019

<i>Month-Year</i>	MEDIAN of Total Count	MEDIAN of Male	MEDIAN of Female
1-2019	241	189	53
2-2019	238	185	53
3-2019	239	187	52
4-2019	231	175	54
Grand Total	238	186	53

Median Counts of OSS Clients Served by Month-Year

— MEDIAN of Total Count — MEDIAN of Male — MEDIAN of Female



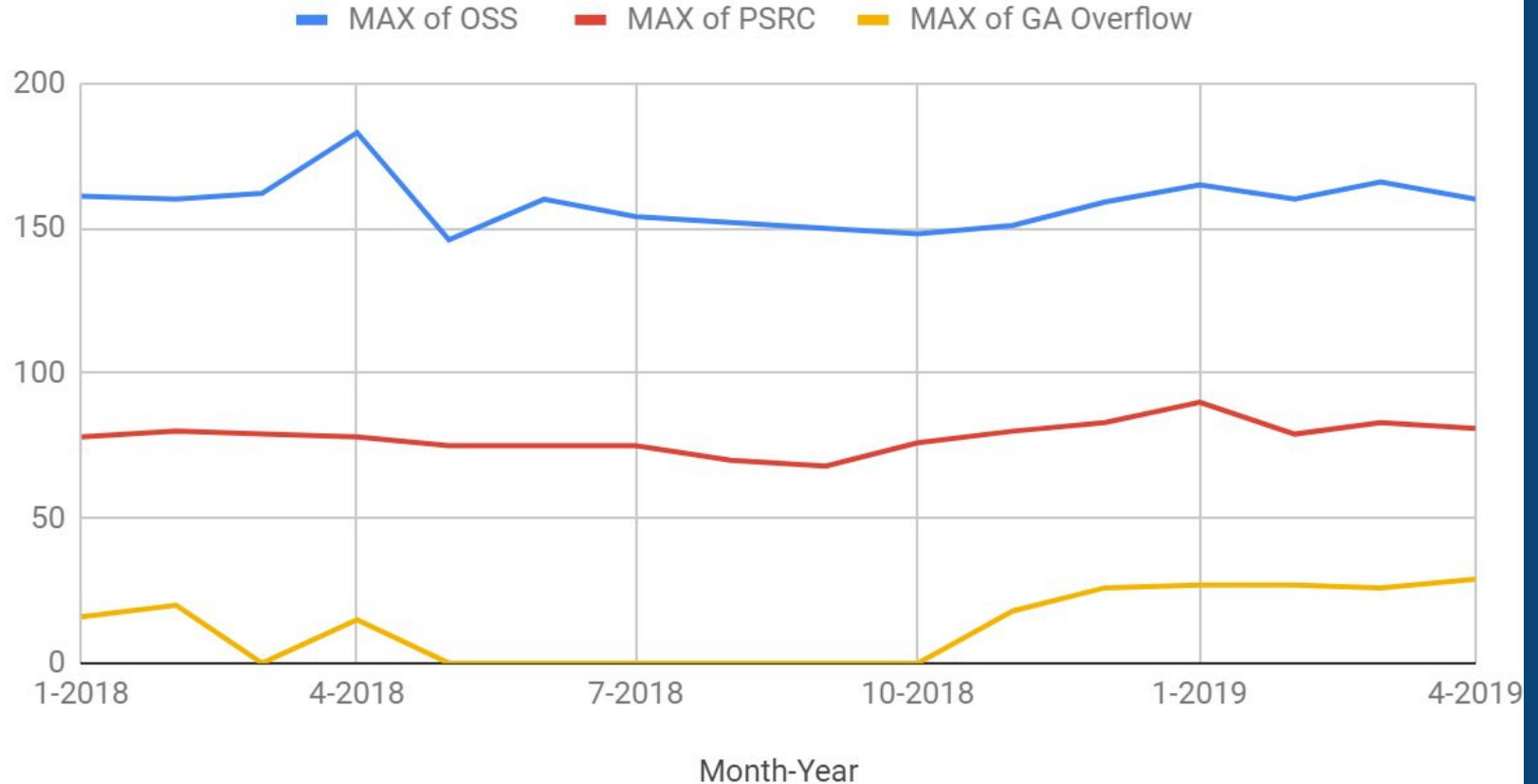
Maximum of Clients by Location - 2018

Month-Year	MAX of OSS	MAX of PSRC	MAX of GA Overflow
1-2018	161	78	16
2-2018	160	80	20
3-2018	162	79	0
4-2018	183	78	15
5-2018	146	75	0
6-2018	160	75	0
7-2018	154	75	0
8-2018	152	70	0
9-2018	150	68	0
10-2018	148	76	0
11-2018	151	80	18
12-2018	159	83	26

Maximum of Clients by Location - 2019

<i>Month-Year</i>	MAX of OSS	MAX of PSRC	MAX of GA Overflow
1-2019	165	90	27
2-2019	160	79	27
3-2019	166	83	26
4-2019	160	81	29

Maximum # of Clients by Location by Month-Year



<i>Month-Year</i>	# of GA Overflow Uses
1-2018	4
2-2018	16
3-2018	0
4-2018	2
5-2018	0
6-2018	0
7-2018	0
8-2018	0
9-2018	0
10-2018	0
11-2018	5
12-2018	12

<i>Month-Year</i>	# of GA Overflow Uses
1-2019	19
2-2019	14
3-2019	5
4-2019	7
Grand Total	84

**# of Times GA Overflow Used
by Month-Year**

April 29, 2019 Council Workshop Questions

PCFS Questions

PCSF budget: why in some instances the projected line is less than the actual line?

The Actuals were as of the date the presentation was put together (April 24th), the projections were done back in January.

What types of Visas we are seeing? In the PCFS fund CY18 we served 123 cases, 229 individuals. 31 B1s. 81 B2s.(Both are temporary non-immigrant Visas. A B2 is basically a tourist visa and allows the holder to travel to and within the US for a pretty broad range of tourist activities.) 6 F Visas (student) 3 were G Visas (government officials, diplomats, international org employees). 2 J Visas (scholar).

How long individuals stay on PCFS? (See attachments)

What types of services individuals with varying visas qualify for? All Visas that we have currently seen to date qualify for all services provided.

Provide a breakdown of the Administrative cost estimate pre-2015 when we were not checking people's immigration status. Given the quick turn around and the increased amount of work related to immigration we can provide this information in a memo as we would like to give it the attention it needs to be accurate.

How many people were served (in each category)? Basically how many people received rent vs receiving other services?

Diapers 14	Electric 35	Food 118	Gas 9
Medical 1	MedRx 49	NonRx 2	Non Food 113
Rent 94	Security Deposit 5		

Shelter/Overflow services

Which municipalities have shelters? (List from Maine State Housing Authority website attached.)

Which have zoning which prohibits shelter? According to the Planning Department, their initial thought is that most, if not all municipalities do not allow shelters. The shelters that do exist are done in contract zones. Additional information can be gathered but may take a considerable amount of time.

Staff currently do a fantastic job bed managing during nights with colder weather and higher numbers. For overnight supervisors this often means making decisions early in the night before having a full picture of what the night can bring regarding which facilities will be opened. These decisions are based on who has presented for shelter by a certain time (numbers of male vs. female guests play into this as well), and the available staffing. On nights with colder weather this can also mean allowing individuals into the shelter foyer to sit in chairs and stay warm. This practice would not change.

How will frontline staff enforce policy- We have management on staff from 8am-11:30pm as well as 24/7 on call management coverage to assist staff with addressing any issues that arise.

Having conversations with other communities? Speaking with other communities currently has begun more specifically in regards to GA and on an individualized basis with inappropriate discharges, etc.

CITY OF PORTLAND
SOCIAL SERVICES DIVISION

Length of Assistance / Community Support Fund

7/1/2018 through 4/25/2019

PCSF

<u>Family</u>	<u>Cases</u>	<u>People</u>	
1 Month of Assistance	18	64	13.85%
2 Month of Assistance	16	58	12.31%
3 Month of Assistance	6	23	4.62%
4 Month of Assistance	6	23	4.62%
5 Month of Assistance	1	2	0.77%
6 Month of Assistance	4	15	3.08%
7 Month of Assistance	1	4	0.77%
8 Month of Assistance	1	2	0.77%
19 Month of Assistance	1	6	0.77%
	54	197	

<u>Single</u>	<u>Cases</u>	<u>People</u>	
1 Month of Assistance	23	23	17.69%
2 Month of Assistance	17	17	13.08%
3 Month of Assistance	13	13	10.00%
4 Month of Assistance	7	7	5.38%
5 Month of Assistance	5	5	3.85%
6 Month of Assistance	5	5	3.85%
7 Month of Assistance	2	2	1.54%
8 Month of Assistance	2	2	1.54%
9 Month of Assistance	1	1	0.77%
10 Month of Assistance	1	1	0.77%
	76	76	

Total for PCSF	130	273	
-----------------------	-----	-----	--

CITY OF PORTLAND
SOCIAL SERVICES DIVISION
Length of Assistance / Community Support Fund
7/1/2017 through 6/30/2018

PCSF

<u>Family</u>	<u>Cases</u>	<u>People</u>	
1 Month of Assistance	9	30	11.25%
2 Month of Assistance	6	17	7.50%
3 Month of Assistance	9	33	11.25%
4 Month of Assistance	4	19	5.00%
6 Month of Assistance	1	2	1.25%
10 Month of Assistance	1	6	1.25%
	30	107	
<u>Single</u>	<u>Cases</u>	<u>People</u>	
1 Month of Assistance	16	16	20.00%
2 Month of Assistance	7	7	8.75%
3 Month of Assistance	4	4	5.00%
4 Month of Assistance	7	7	8.75%
5 Month of Assistance	5	5	6.25%
6 Month of Assistance	4	4	5.00%
7 Month of Assistance	3	3	3.75%
8 Month of Assistance	1	1	1.25%
9 Month of Assistance	2	2	2.50%
10 Month of Assistance	1	1	1.25%
	50	50	
Total for PCSF	80	157	



129th MAINE LEGISLATURE

FIRST REGULAR SESSION-2019

Legislative Document

No. 459

S.P. 137

In Senate, January 29, 2019

An Act To Include Homelessness in the Laws Governing Emergency General Assistance

Reference to the Committee on Health and Human Services suggested and ordered printed.

A handwritten signature in black ink, appearing to read "D M Grant".

DAREK M. GRANT
Secretary of the Senate

Presented by Senator CHIPMAN of Cumberland.

Cosponsored by Senators: GRATWICK of Penobscot, MOORE of Washington,

Representatives: CRAVEN of Lewiston, HYMANSON of York, MADIGAN of Waterville,
MEYER of Eliot, PERRY of Calais, TALBOT ROSS of Portland.

1 conditions for receiving emergency assistance in current law is eligible for emergency
2 general assistance.

Androscoggin

Hope Haven Gospel Mission	General	207-783-6086	Lewiston
New Beginnings*	Youth	207-795-4070	Lewiston
Rural Community Action Ministries*	Families	207-524-5095	Leeds
Safe Voices*	Domestic Violence	800-559-2927	Auburn
St. Martin de Porres Residence	General - Adults	207-786-4690	Lewiston

Aroostook

Homeless Services of Aroostook - Sr. Mary O'Donnell Shelter*	General	207-764-4125	Presque Isle
Hope and Justice Project*	Domestic Violence	800-439-2323	Caribou, Houlton, Fort Kent
Maliseet Domestic Violence & Sexual Assault Program	Domestic Violence	207-532-6401	Houlton

Cumberland

City of Portland Family Shelter*	Family	207-772-8339	Portland
City of Portland Oxford Street Shelter*	General - Adults	207-761-2072	Portland
Family Crisis Shelter*	Domestic Violence	800-537-6066	Portland
Milestone*	Substance Abuse - Men	207-775-4790	Portland
Preble Street - Florence House*	General - Women	207-699-4392	Portland
Preble Street - Joe Kreisler Teen Shelter*	Youth	207-775-0026	Portland
Preble Street - Resource Center*	Day Shelter - no overnights	207-775-0026	Portland
Tedford Housing - Family Shelter*	Family	207-729-1161 x113	Brunswick
Tedford Housing - Individual Shelter*	General - Adults	207-729-1161 x104	Brunswick

Bangor Area Homeless Shelter*	General	207-947-0092	Bangor
Families & Children Together (FACT)*	Families	207-941-2347	Bangor
Partners for Peace*	Domestic Violence	800-863-9909	Bangor
PCHC- Hope House *	General - Adults	207-217-6717	Bangor
Shaw House*	Youth	207-941-2874	Bangor
The Shepherd Godparent home	Pregnant Women	207-949-2273	Bangor

Piscataquis

Somerset

Family Violence Project *	Domestic Violence	877-890-7788	Somerset County
New Hope Shelter	Women and Children	207-669-4402	Solon
Trinity Shelter	General - Adults	207-399-7538	Skowhegan

Washington

Passamoquoddy Peaceful Relations	Domestic Violence	877-853-2613	Pleasant Point
The Next Step - Machias*	Domestic Violence	800-315-5579	Machias

York

Caring Unlimited*	Domestic Violence	800-239-7298	Sanford
York County Shelter Programs, Inc. - Family Shelter*	General	207-324-1137	Sanford
York County Shelter Programs, Inc. - Individual Shelter*	General	207-324-1137	Alfred

CITY OF PORTLAND

MEMORANDUM

TO: JENNIFER LODGE, BUDGET ANALYST
FROM: JOHN PEVERADA, PARKING MANAGER
DATE: MARCH 21, 2018
RE: FY20 REVENUE PROPOSALS

Per the result of the Budget Review with the City Manager, attached is the FY20 Revenue Fee Schedule Change for the Parking Division. Listed below are the affected revenue codes and the amount of increase.

Revenue Code		Increase
<u>Parking</u>		
10018100-351200	Code Violations / Parking Tickets	
	Various No Parking Violation Fees: \$30 to <u>\$35</u>	\$121,350
	Hazardous Area & No Parking / Commercial Vehicle	
	Loading Zones: \$35 to <u>\$40</u>	<u>\$3,650</u>
	Parking Code Violations Additional Projected Revenue:	\$125,000

CC Jon Jennings, City Manager
Brendan O'Connell, Finance Director
Anne Bilodeau, Assistant Finance Director

FY20 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department: Parking

Parking Ticket Violations: Acct# 10018100-351200

Violation Type	FY 20	
	Current Fee	Proposed Fee
I Expired Meter	\$20	\$20
C Prolonged Parking (includes feeding meter)	\$25	\$25
D Overtime Parking in Time Zone	\$15	\$15
T No Parking More Than One Meter	\$20	\$20
*3 Overnight Parking (Odd/Even)	Elim during FY18	---
4 No Parking This Side of Street	\$30	\$35
E No Parking Zone	\$30	\$35
F No Parking Between Signs	\$30	\$35
G No Parking Here to Corner	\$30	\$35
H No Parking Taxi Stand	\$30	\$35
J No Parking Intersection	\$30	\$35
K No Parking Sidewalk	\$30	\$35
L No Parking / Overtime / Commerical Vehicle Zone	\$35	\$40
M No Parking Against Traffic Flow	\$30	\$35
N Posted Emergency No Parking Zone	\$30	\$35
P No Parking More than 18" from Curb	\$30	\$35
Q No Stopping or Standing	\$30	\$35
R No Parking City Lot or Property (Permit Required)	\$30	\$35
S No Parking on Esplanade	\$30	\$35
8 No Parking Bus Stop	\$30	\$35
9 Blocking or Obstructing Driveway	\$30	\$35
5 Double parking	\$30	\$35
6 Parking in Hazardous Area	\$35	\$40
7 Snow Removal or Plowing Area	\$35	\$35
A Parking In Disabled Zone	\$200	\$200
10 Displaying Vehicle For Sale	\$25	\$25
11 Washing, Greasing or repr for sale	\$25	\$25
12 Advertising Purposes	\$25	\$25
13 Storage /Abandon Vehicles 10 days	\$25	\$25
14 Angle Parking Only	\$25	\$25
15 Parking a vehicle 20' or more in a Res. Area	\$25	\$25
16 Camper, Trailer, Boat, over 24 hrs in any 7 cal days	\$25	\$25
17 Driver to remain with vehicle in Taxi Stand	\$25	\$25

*3 Overnight Parking (Odd/Even): Eliminated during FY18 (CO #109-17/18 (Tab 17)



Keith N. Gautreau
Fire Chief, Fire Department

To: Brendan O'Connell, Finance Director
Jennifer Lodge, Budget Analyst
Anne Bilodeau, Deputy Finance Director
From: Benjamin Bettez, Principal Financial Officer
Date: 2/7/2019
RE: Fee Changes for Fire Department – Billable Non-Transport

The Fire Department is proposing creating an administrative fee of \$160.00 for **Billable Non-Transport**. This is defined as a call for emergency medical service response by a patient, or person representing a patient, to which an emergency medical services unit responds and it is determined on scene or subsequently that an emergency response was not medically necessary. This will serve as a deterrent to facilities or individuals which may abuse the city emergency services and generate a modest amount of revenue.

Fee Type	Current Fee	Proposed Fee	Est Additional Revenue
Billable Non-Transport	\$0.00	\$160.00	\$8,000-\$16,000 50-100 per FY

Sincerely,

Benjamin Bettez
Principal Financial Officer
Fire Department

FY20 REVENUE FEE SCHEDULE CHANGE

Department: Fire

MEDCU Administrative Fees

Account #	Revenue Description	Current Fee	FY20 Proposed Fee
10022300-342000	Billable Non-Transport	NA	\$160.00
10022300-342000	ALS Non-Emergency Transport	\$ 600.00	\$ 600.00
10022300-342000	BLS Non-Emergency Transport	\$ 500.00	\$ 500.00
10022300-342000	BLS Emergency Transport	\$ 800.00	\$ 800.00
10022300-342000	ALS Emergency Transport	\$ 950.00	\$ 950.00
10022300-342000	ALS 2 Emergency Transport	\$ 1,350.00	\$ 1,350.00
10022300-342000	Specialty Care Transport	\$ 1,625.00	\$ 1,625.00
10022300-342000	ALS Mileage	\$ 19.32	\$ 19.32
10022300-342000	BLS Mileage	\$ 19.32	\$ 19.32
10022300-342000	Oxygen	\$ 117.70	\$ 117.70
10022300-342000	Airways	\$ 158.36	\$ 158.36
10022300-342000	IV Therapy	\$ 220.00	\$ 220.00
10022300-342000	EKG	\$ 220.00	\$ 220.00
10022300-342000	Intercept	\$ 482.00	\$ 482.00
10022300-342000	Defibrillation	\$ 207.50	\$ 207.50
10022300-342000	Critical Care Transfer	\$ 900.00	\$ 900.00
10022300-342000	Non-Emergency Mileage	\$ 19.32	\$ 19.32
10022300-342000	Capnography	\$ 158.00	\$ 158.00
10022300-342000	EZ IO/Intraosseous Access	\$ 295.00	\$ 295.00
10022300-342000	ALS on Scene Care	\$ 950.00	\$ 950.00
10022300-342000	ALS 2 on Scene Care	\$ 1,350.00	\$ 1,350.00

A

FY20 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department Public Works/Street Openings

<u>Account #</u>	<u>Revenue Description</u>	<u>current fee</u>	<u>proposed fee</u>
10031203 343000	Solid Waste Recycling Program		
	15 Gallon Bag	\$1.35	\$1.50
	30 Gallon Bag	\$2.70	\$3.00

Editor's Note: (Sec 12-16 Definitions): Pursuant to council order 240-05/06 passed on 5/15/06 (effective July 1, 2006), council order 208-09/10 passed on 5/17/10 (effective July 1, 2010) and council order 235-14/15 passed on June 24, 2105 (effective July 4, 2015), the purple trash bag fees are as follows:

15 Gallon: \$1.35

30 Gallon: \$2.70

April 30, 2019

Memo

To: Jon Jennings, City Manager
From: Joanna Coey, Financial Administrator
CC: Jennifer Lodge, Budget Analyst
Sally Deluca, Director of Parks, Recreation & Facilities
Date: April 25, 2019
Re: Parks, Recreation Facilities Fee Increases for FY20

Athletic Fields:

Artificial Turf Adult Fee increase of \$10/hr. Additional income \$3,000.

Grass Field Adult Fee increase of \$10 hour. Additional Income \$ 3090

New: For Profit Youth Groups -Grass Field of \$30/hr. Additional income \$3,000.

Recreation:

Summer Camps: increase of \$25 per week. Additional \$35,000.

Aquatics:

Increase of lessons .50/\$100. Additional income \$ 30,000

Public Assemblies:

Increase Wedding permits, & Film Shoots \$50 (fROM \$100 TO \$150)

Increase Block party & Electricity by \$10 (from \$40 to \$50)

Increase Banner permit by \$25 week (from \$50 to \$75/week)

Increase Single concert license by \$14 (from \$36 to \$50)

FY20feeincreasememo

FY20 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Recreation & Facilities Mgmt: Athletic Fields

Account #	Revenue Description	FY20	
		Current Fee	Proposed Fee
	Fitzpatrick & Memorial Stadiums with out lights, per hour		
10033204-367000	Resident youth groups	\$45	\$45
	Resident adult groups	\$85	\$95
	Non-Resident youth groups	\$85	\$85
	Non-Resident adult groups	\$165	\$165
	Fitzpatrick & Memorial Stadiums with lights, per hour		
10033204-367000	Resident youth groups	\$120	\$120
	Resident adult groups	\$160	\$160
	Non-Resident youth groups	\$160	\$160
	Non - Resident adult groups	\$240	\$240
	All Other Athletic Fields without lights, per hour		
10033204-367000	Resident Adult groups	\$30	\$40
	Non-Resident Adult groups	\$60	\$70
	Baseball/Softball Weekend Surcharge	\$10	\$10
	For Profit Youth groups	\$0	\$30
	All Other Atheltic Fields with lights, per hour		
10033204-367000	Resident groups	\$75	\$75
	Non-Resident groups	\$125	\$125
	Baseball/Softball Weekend Surcharge	\$10	\$10
10033204-367000	Tennis Court Rental (Tournaments, Camps, Clinics)		
	Resident (if reserved)	\$10	\$10
	Non-Resident (if reserved)	\$20	\$20

FY20 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Recreation & Facilities Mgmt: Recreation

Account #	Revenue Description	FY20	
		Current Fee	Proposed Fee
	Camp Fees		
10033302-347100	Camp Play All Day (K - 1st grade), per week	\$175.00	\$200.00
	Camp Xperience (2rd -5th grade), per week	\$175.00	\$200.00
	Camp Cast Away (6th grade - 8th grade), per 3 day week	\$190.00	\$215.00
	Before and After The Bell Program Fees*		
10033302-347200	Before and After the Bell Combination	\$109.00	\$109.00
	After School Program, per week	\$84.00	\$84.00
	Before School Program, per week	\$25.00	\$25.00
	Community Center Fees		
	Community Center Gyms (for profit):		
10033302-363000	East End, Riverton Adult Resident per Hour	\$80.00	\$80.00
	East End, Riverton Adult Non Resident per Hour	\$85.00	\$85.00
	East End, Riverton Youth Hourly	\$25.00	\$25.00
	Reiche Adult Resident per Hour	\$60.00	\$60.00
	Reiche Adult Non-Resident per Hour	\$85.00	\$85.00
	Reiche Youth Hourly	\$20.00	\$20.00
	Community Center Gyms (non Profit):		
10033302-363000	East End, Riverton Portland Non-profit per hour	\$40.00	\$40.00
	East End, Riverton Non Portland per hour	\$45.00	\$45.00
	Reiche Portland non-profit per hour	\$30.00	\$30.00
	Reiche Non Portland non profit per hour	\$35.00	\$35.00
	Community Center Room Rental:		
10033302-363000	Large Recreation Community Center Room hourly	\$50.00	\$50.00
	Small Recreation Community Center Room hourly	\$30.00	\$30.00
	Recreational Staff fees if needed hourly rate	\$25.00	\$25.00
	School Custodial fees if needed hourly rate	\$81.00	\$81.00
	three hour minimum		

Parks, Rec & Facilities
FY20 REVENUE FEE SCHEDULE CHANGE
Administrative Fees

Division: Aquatics

Account #	Revenue Description	FY20	
		Current Fee	Proposed Fee
10033303 -347080	Child - Resident	\$1.00	\$1.00
	Child - Non- Resident	\$2.00	\$2.00
	Teen - Resident	\$1.00	\$1.00
	Teen - Non Resident	\$2.00	\$2.00
10033303 -347080	Kiwanis Adult - Resident	\$4.50	\$5.50
	Kiwanis Adult - Non- Resident	\$5.00	\$6.00
10033303 -347080	<u>Reiche & Riverton</u>		
	Adult - Resident	\$4.00	\$5.00
	Adult - Non- Resident	\$4.50	\$5.50
	Senior - Resident (62 & Older)	\$3.00	\$3.50
	Senior - Non- Resident (62 & Older)	\$3.50	\$4.00
	Master's - Resident	\$5.75	\$6.75
	Master's - Non - Resident	\$6.25	\$7.25
10033303 -347080	Punch Cards		
	Adult - Resident - 12 punch pass	\$48.00	\$60.00
	Adult - Non - Resident - 12 punch pass	\$54.00	\$66.00
	Adult - Resident - 20 - punch pass	\$80.00	\$100.00
	Adult - Non - Resident - 20 punch pass	\$90.00	\$110.00
	Adult - Resident - 40 punch pass	\$160.00	\$200.00
	Adult - Non - Resident - 40 punch pass	\$180.00	\$220.00
	Senior Adult - Resident - 12 punch pass (62 & older)	\$30.00	\$42.00
	Senior Adult - Non - Resident - 12 punch pass (62 & older)	\$36.00	\$48.00
	Senior Adult - Resident - 20 punch pass (62 & older)	\$50.00	\$70.00
	Senior Adult - Non - Resident - 20 punch pass (62 & older)	\$60.00	\$80.00
	Senior Adult - Resident - 40 punch pass (62 & older)	\$100.00	\$120.00
	Senior Adult - Non - Resident - 40 punch pass (62 & older)	\$120.00	\$160.00
	Senior Adult - Resident - 6 month pass (62 & older)	\$140.00	\$160.00
	Senior Adult - Resident - yearly pass (62 & older)	\$240.00	\$280.00
	Adult Aerobics - Resident - 12 punch pass	\$54.00	\$60.00
	Adult Aerobics - Non - Resident - 12 punch pass	\$60.00	\$66.00
	Senior Aerobics - Resident - 12 punch pass (62 & older)	\$36.00	\$48.00
	Senior Aerobics - Non-Resident - 12 punch pass (62 & older)	\$45.00	\$57.00
	Masters - Resident - 10 punch pass	\$57.50	\$67.50
	Masters - Non - Resident - 10 punch pass	\$62.50	\$72.50
	Swimming Instruction		

10033303 -347080	Infant/ Toddler / Preschool - Resident	\$7.00	\$8.00
	Infant/ Toddler / Preschool - Non - Resident	\$7.50	\$8.50
	Level 1- Level 3 - Resident	\$7.75	\$8.75
	Level 1- Level 3 - Non Resident	\$8.25	\$9.25
	Level 4 - Level 6 - Resident	\$8.00	\$9.00
	Level 4 - Level 6 - Non- Resident	\$8.50	\$9.50
	Adult Aerobics - Daily - Resident	\$4.50	\$5.00
	Adult Aerobics - Daily - Non - Resident	\$5.00	\$5.50
	Senior Adult Aerobics - Daily - Resident (62 & older)	\$3.50	\$4.00
	Senior Adult Aerobics - Daily - Non - Resident (62 & older)	\$4.25	\$4.75
10033303 -347080	Water Safety Instruction course - Resident	\$302.00	\$302.00
	Water Safety Instruction course - Non - Resident	\$332.00	\$332.00
	Private Lessons - 1/2 hour - Resident	\$30.00	\$30.00
	Private Lessons - 1/2 hour - Non - Resident	\$35.00	\$35.00
	Private Lessons - 1 hour - Resident	\$50.00	\$50.00
	Private Lessons - 1 hour - Non - Resident	\$60.00	\$60.00
	Lifeguard Course - Resident	\$200.00	\$200.00
	Lifeguard Course - Non - Resident	\$215.00	\$215.00
10033303 -347080	Pool Rental		
	Pool Rental - Portland Porpoise, per hour	\$20.00	\$20.00
	Pool Rental - Portland Porpoise, gaurd per hour	\$20.00	\$20.00
	Pool Rental - Resident, per hour / Additional Guard \$25 hr	\$85.00	\$85.00
	Pool Rental - Non - Resident, per hour / Additional guard \$25 hr	\$95.00	\$95.00

Parks, Recreation & Facilities

FY20 REVENUE FEE SCHEDULE CHANGE

Division: Public Assemblies

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY20 Proposed Fee</u>
Event Permit Fees			
10033401-321000	Application Fee (transferrable/non-refundable)	\$25.00	\$25.00
10033401-321000	Administrative Fee (Based on 1 hr, increase if excessive time spent)	\$40.00	\$40.00
10033401-321000	Special Event Permit (Park or Public Space)	\$75.00/hr	\$75.00
10033401-321000	Event w/registration or pledgea & attendance 25-300	\$125.00/hr	\$150.00
10033401-321000	Event w/registration or pledgea & attendance 300 +	\$225.00/hr	\$250.00
10033401-321000	Impact/Street Closure Fee (variable based on impact)	\$100-\$500	\$100-\$500
10033401-321000	Admin/Staff Fee (Eventy manager support at events)	\$37.00/h	\$40.00
10033401-321000	Wedding Permit (Fort Allen Park and/or Gazebo)	\$250.00 /hr	\$250.00 /hr
10033401-321000	Wedding Permit (other locations)	\$100.00	\$150.00
10033401-321000	Block Party Permit	\$40.00	\$50.00
10033401-321000	Banner Permit (Large hanging, 2 locations)	\$50.00/week	\$75.00/week
10033401-321000	Banner Permit (pole, multiple locations)	0/month per banner	\$50.00/month per banner
10033401-321000	City Porta Restroom User Fee	\$25.00	\$25.00
10033401-321000	Film Shoot	\$100.00 /day	\$150.00 /day
10033401-321000	Electricity (activation/de-activation charge)	\$40.00	\$50.00
10033401-321000	Single Concert License	\$36.00	\$50.00

04/25/19



CITY OF PORTLAND
Department of Public Works
Christopher C. Branch, P.E., Director

To: Brendan O'Connell, Finance Director
From: Christopher C. Branch, P.E., Director of Public Works *CB*
Date: May 7, 2019
Re: Proposed FY 20 Budget Public Works Fee Increases

The Department of Public Works is proposing one Administrative fee increase as part of our FY 20 budget. It is an increase in the "pay as you throw" trash bag fees. The cost of a 15-gallon bag is proposed to go from \$1.35 each to \$1.50 each and the cost of a 30-gallon bag is proposed to go from \$2.70 each to \$3.00 each. This will increase revenues by \$220,000. However, we included an adjustment for decreased bag sales of \$204,000 in the budget for a net increase of \$16,000. The adjustment is to reflect a trend over the past few years of decreasing sales and an expected decrease this year due to the fee increase.

The reason for the increase is the increased tipping fees being charged to us by ecomaine. Due to the significant downturn in the recycling market particularly in mixed paper, ecomaine as of July 1, 2019 will be charging a \$35.00 per ton fee for recyclables. In addition, the fee for trash will be increased by \$2.50 to \$73.00 per ton. The trash tipping fee has been flat at \$70.50 per ton for several years and there is a need to increase it to offset increased operating cost at ecomaine. These will increase our costs by \$192,500.

If you have questions, please let me know.

Cc: Pat Handrahan



CITY OF PORTLAND
Department of Public Works
Christopher C. Branch, P.E., Director

To: Brendan O'Connell, Finance Director
From: Christopher C. Branch, P.E., Director of Public Works 
Date: May 7, 2019
Re: Proposed FY 20 Budget Public Works Fee Increases

The Department of Public Works is proposing one Ordinance fee increases as part of our FY 20 budget.

The proposed increase is for occupancy of a parking space. It is proposed to increase the cost by \$5.00 from \$20.00 per space to \$25.00 per space. This will increase revenue by \$85,000.

If you have questions, please let me know.

Cc: Pat Handrahan

CITY REVENUES - SUMMARY OF FEES / PENALTIES IN CITY CODE

Chapter of the City Code	Fees / Charges		Last Revised
	Discussed?	Details	
1. City Charter	No		12/6/2018
2. Chapter 1 General Provisions	Yes	General Penalties	8/21/2017
3. Chapter 2 Administration	Yes	General Planning, Finance and Legal Fees	9/5/2018
4. Chapter 2.5 Alarm Systems	Yes	Burgler Alarm System Permit Appeal, Fire False Alarm Penalties	6/2/2011
5. Chapter 3 Alcoholic Beverages	No		3/21/2016
6. Chapter 4 Amusements	Yes	Permitting and Inspections (noise and license violations)	8/21/2017
7. Chapter 5 Animals and Fowl		Dogs (General Violations, Impound, Canine Waste), Chickens (Reinspection/Penalty), Sale of Dogs & Cats (Violation), Display of Wild & Exotic Animals (Violation)	9/18/2017
8. Chapter 6 Buildings and Building Regulations	Yes	General Penalties, Enforcement Penalties, Rental Unit Registration Fees, Responses to Disorderly Houses, Energy Benchmarking Fine	11/19/2018
9. Chapter 7 Cemeteries	Yes	Cemetery, Inurnment, Chapel, Deed/Certificate replacement	11/16/2015
10. Chapter 8 Waterfront Development Growth Area	No		10/15/2018
11. Chapter 9 Elections - Revised 03/26/2014; Art. III recodified per 5/7/1991	No		5/7/1991
12. Chapter 10 Fire Prevention and Protection	Yes	Fire Code Permits/Violations/Reinspection, Master Box Connections to Dispatch, Alarm Numbers, False Alarm Penalties	7/1/2018
13. Chapter 11 Food and Food Handlers	Yes	Certified Food Protection Managers Penalty, Reinspection, Pre-Operational Inspection	8/21/2017
14. Chapter 12 Garbage, Wastes and Junk		Garbage & Solid Waste Removal/Recycling (Disposal at Riverside Recycling, Punch Pass Program (\$0), Trash Bags, Bulky Waste Tag/Penalty, Litter/Baskets, Collection Fee, Violations), Permit for Fill, Solid Waste Disposal License Fees (tonnage)/Fines, Polystyrene Fines, Waste Reduction Fines	2/20/2019
15. Chapter 13 General Assistance	Yes	Verification violation	12/19/2016
16. Chapter 13.5 Human Rights	No		12/1/2000
17. Chapter 13.6 Domestic Partnership	Yes	City Clerk Fees	7/20/2005
18. Chapter 14 Land Use		Zone Change/Zone Map Fees, Peninsula Fee-in-Lieu of Parking, Regulations - Signs, Nonconformity as to # of Dwelling Units, Flood Hazard Area Development Permit, Housing Trust Contribution, [Cost of Work (Building Permit) Fees - <i>REDUCTION TABLE</i>], Fee-in-Lieu of Low Income Housing Units, Subdivision Enforcement Fines, Development Review Fees, Condominium Conversion Permit, Explosives Penalties, Historic Preservation Project Review Fees, Impact Fees	2/20/2019
19. Chapter 15 Licenses and Permits	Yes	General (Application/Administrative/Appeals/Filing/Late Fees), Licenses Issued	7/1/2018
20. Chapter 16 Massage Establishments	Yes	Violations	8/21/2017
21. Chapter 17 Offenses, Miscellaneous Provisions		Penalties/Violations re: Abusive Solicitation, Cruising, Graffiti, Penalties for Offenses Against: Public Peace (Public Urination/Defecation, Disorderly Conduct, Noise Upon Public Right Of Way, Motor Vehicle Alarms) and Public Safety (Fireworks), Fines for Obscenity	10/2/2017
22. Chapter 18 Parks, Recreation and Public Building	Yes	Perks & Public Grounds Permit Fees/Violations, Use of Public Landing, Jetport User Fees	1/5/2015
23. Chapter 19 Peddlers and Solicitors	Yes	Street Vendors	6/18/2018
24. Chapter 20 Police	Yes	Special Police Application	5/28/2014
25. Chapter 21 Farmers' Markets	No		11/20/2017
26. Chapter 22 Rodent and Vermin Control	No		12/1/2000
27. Chapter 23 Secondhand Goods	No		3/7/2016
28. Chapter 24 Sewers		Sewer Construction, Private Wastewater Systems Discontinued, Sewer Connection, Defective Building Sewers to be Repaired or Replaced, Violations, Sanitary Sewer User Charges, Industrial Surcharges, Stormwater Service Charge	8/13/2018
29. Chapter 25 Streets, Sidewalks, and Other Public Places	Yes	Permits (Obstructions, Encumbrances & Authorized Events, Excavator License, Winter Excavations, Street Openings), Failure to Obtain Permit, Snow & Ice Penalties, Building Movement Permit	7/1/2018
30. Chapter 26 Swimming Pools	No		12/1/2000
31. Chapter 27 Broadband Telecommunications	Yes	Franchise Filing Fee	1/1/2009
32. Chapter 28 Traffic and Motor Vehicles		Handicapped Parking Penalties, Stopping, Standing & Parking Fees/Violations, Parking Meter Rates, Parking Permits, Towing & Immobilization of Vehicles, Licensing of Tow Operations, General Penalty, Waiver Penalties, Idling of Private Passenger Motor Vehicles, General Violations, Valet Parking Fees/Fines, Licensing of Booting Motor Vehicles/Violations	7/18/2018
33. Chapter 29 Vegetation	No		12/1/2000
34. Chapter 30 Vehicles For Hire	Yes	Penalties/Waiver/Appeals Fees, Re-inspection, Business License/transfer	9/5/2018
35. Chapter 31 Scrap Metal Recycling Facilities	Yes	Facility License	7/1/2018
36. Chapter 32 Stormwater	Yes	Filing Fee	11/16/2015
37. Chapter 33 Minimum Wage	Yes	Penalty	12/19/2016
38. Chapter 34 Pesticide Use	No		1/3/2018

Appropriating \$830,000 from the Casco Bay Island Transit District Excess Fund to Provide Matching Funds for Grants to CBITD Pursuant to the lease agreement between the City and CBITD, Excess Revenues, as defined in the agreement, are accumulated and held until such time as the Council may appropriate them for purposes outlined in the agreement. CBITD has requested \$830,000 to leverage as matching funds for a number of capital grants that are in process of being awarded to them.

The agreement allows for use of excess funds for capital costs so this request is acceptable for that purpose.

This item must be read on two separate days. It was given a first reading on May 5th. Public comment has been taken. Five affirmative votes are required for passage,

BUDGET RELATED ORDINANCE AMENDMENTS:

Order 238-13/14 (Tab 23)

Amendment to Portland City Code Chapter 6 (Buildings and Building Regulations), Article II. Building Code) Section 17 Re: Fees Schedule - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

This order amends (only) the fees in Chapter 6 §17 as follows:

Chapter 6	Description	Current Fee	Proposed Fee
Sec. 6-17 (a)	Construction Work:		
(1)	Cost of Work Fees:		
	Up to \$1,000.00	\$30.00	\$25.00
	\$1,000.00 or more	\$30.00 + \$10.00 per \$1,000 above \$1,000.00	\$25.00 + \$11.00 per \$1,000 above \$1,000.00
(2)	Related Fees:		
		Below \$30.00 permit fee...\$50.00 additional	Below \$25.00 permit fee...\$50.00 additional
		Above \$30.00 permit fee...\$100.00 additional	Above \$25.00 permit fee...\$100.00 additional
(3)	Amendments to Application:		
	Up to \$1,000.00	\$30.00	\$25.00
	\$1,000.00 or more	\$30.00 + \$10.00 per \$1,000 above \$1,000.00	\$25.00 + \$11.00 per \$1,000 above \$1,000.00
Sec. 6-17 (b)	Fees for Specific Items (Additional to Cost of Work Fees Above):		
(7)	Stop Work Order Removal	\$100.00	\$300.00

(8)	Certificate of Occupancy Inspection	\$75.00 for each	\$100.00 for each
(10)	Re-inspections	\$75.00 for each	\$150.00 for each

This item must be read on two separate days. It was given a first reading on May 5th. Public comment has been taken. Five affirmative votes are required for passage.

**Order 239-13/14
(Tab 24)**

Amendment to Portland City Code Chapter 24 Sewers Article IV. Sewer User Charges Re: Sewer User Charges- Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

In addition to economic increases in operating costs, the City continues to work on compliance with the Environmental Protection Agency (EPA)/Department of Environmental Protection (DEP) for elimination of combined sewer overflows (CSO), at a significant cost. The Tier II plan is just finishing, and the next Tier III plan has been approved and is underway.

Funding of these capital projects, totaling about \$230 million over more than 20 years, requires financing through bond proceeds to allow the cost to be spread over the life of the improvements.

The City is also required to comply with EPA regulation related to MS4 permitting and integrated permit plan, adding additional costs to the Sewer Fund.

The funding for maintenance and capital costs for the Sewer operations is the sewer user fee, set by the City Council, and was expected to increase to accommodate the cost of CSO work and MS4 compliance. This fee was last increased in July of 2013.

The current rate is \$8.35 per hundred cubic feet. The proposed rate for July 1, 2014 is \$8.81 per hundred cubic feet.

This is a unit increase of \$0.46 cents or 5.5%. This equated to an estimated monthly increase of about \$4.60 per four-member household.

This item must be read on two separate days. It was given a first reading on May 5th. Public comment has been taken. Five affirmative votes are required for passage.

**Order 240-13/14
(Tab 25)**

Amendment to Portland City Code Chapter 28, (Traffic), Division 1, Section 51 Re: Revised Fees – Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

Chapter 28	Description	Current Fee	Proposed Fee
Sec. 28-51	Traffic Schedule:		
4	No Parking This Side of Street	\$25.00	\$30.00
5	Double Parking or Obstructing Traffic	\$25.00	\$30.00
6	Parking in Hazardous Area –Fire Hydrant-Crosswalk	\$30.00	\$35.00
7	Snow Removal or Plowing Area	\$30.00	\$35.00
8	No Parking Bus Stop	\$25.00	\$30.00
9	Blocking Driveway (On Complaint)	\$25.00	\$30.00
E	No Parking Zone	\$25.00	\$30.00
F	No Parking Between Signs	\$25.00	\$30.00
G	No Parking Here to Corner	\$25.00	\$30.00
H	No Parking Taxi Stand	\$25.00	\$30.00
J	No Parking Intersection	\$25.00	\$30.00
K	No Parking Sidewalk	\$25.00	\$30.00
L	No Parking / Dual Rear Wheels / Overtime Commercial Vehicle Zone	\$30.00	\$35.00
M	No Parking Against Traffic Flow	\$25.00	\$30.00
N	Posted Emergency No Parking Zone	\$25.00	\$30.00
P	No Parking More than 18" from Curb	\$25.00	\$30.00
Q	No Stopping or Standing	\$25.00	\$30.00
R	No Parking City Lot or Property (Permit Required)	\$25.00	\$30.00
S	No Parking on Esplanade	\$25.00	\$30.00
T	No Parking That Takes More Than One Metered Space	\$15.00	\$20.00

This item must be read on two separate days. It was given a first reading on May 5th. Public comment has been taken. Five affirmative votes are required for passage after public comment.

APPROPRIATION RESOLVE:

Order 241-13/14 (Tab 26) Fiscal Year 2014-2015 Appropriation Resolve - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

This item brings forward the Appropriation Resolve for FY2015 for action by the City Council.

The Resolve contains the City Manager's recommended budget for FY2015 for general municipal purposes in the amount of \$220,851,858. In addition it contains the Finance Committee's recommended budget for FY2015 for school purposes.

The Finance Committee reviewed the Board of Education's recommended budget on April 24, 2014, by a vote of 4-0 recommended support for certain amendments and a final budget amount of \$101,592,669.

The Finance Committee met on May 8, 2014, and made various amendments to the City Manager's budget then voted to recommend an FY 2015 municipal budget of \$220,985,836.

FY15 REVENUE FEE SCHEDULE CHANGE

Department:

Fire/Medcu

Administrative Fees

<u>Account #</u>	<u>Revenue Description</u>	<u>FY14 Current Fee</u>	<u>FY 15 Proposed Fee</u>
100-2201-341-00-00	Copy of Fire Report	0.00	15.00
100-2203-342-00.00	ALS Non Emergency Transport	520.00	559.00
100-2203-342-00.00	BLS NonEmergency Transport	435.00	468.00
100-2203-342-00.00	BLS Emergency Transport	696.00	748.00
100-2203-342-00.00	ALS Emergency Transport	826.82	888.00
100-2203-342-00.00	ALS 2 Emergency Transport	1,178.00	1,266.00
100-2203-342-00.00	Speciality Care Transport	1,414.00	1,520.00
100-2203-342-00.00	ALS Mileage	16.8/mile	18.06
100-2203-342-00.00	BLS Mileage	16.8/mile	18.06
100-2203-342-00.00	Oxygen	102.00	110.00
100-2203-342-00.00	Airways	138.00	148.00
100-2203-342-00.00	IV Therapy	192.00	206.00
100-2203-342-00.00	EKG	192.00	206.00
100-2203-342-00.00	Intercept	420.00	451.00
100-2203-342-00.00	Defib.	180.00	194.00
100-2203-342-00.00	Critical Care Transfer	780.00	839.00
100-2203-342-00.00	Non-Emergency Mileage	16.8/mile	18.06
100-2203-342-00.00	Capnography	138.00	138.00
100-2203-342-00.00	EZ IO/Intraosseous Access	200.00	275.00
100-2203-342-00.00	Wheelchair Van	54.00	REMOVE
100-2203-342-00.00	Wheelchair Van Mileage	3.00/mile	REMOVE
100-2203-342-00.00	On Scene Treatment	300.00	REMOVE
100-2203-342-00.00	ALS on SceneCare	0.00	888.00
100-2203-342-00.00	ALS 2 on Scene Care	0.00	1,266.00
100-2203-342-00.00	Fire Response to Vehicle Crashes	400.00	400.00
100-2203-342-00.00	Heavy Rescue Utilization	0.00	650.00
100-2203-342-00.00	Rescue Equipment - Spreader	0.00	150.00
100-2203-342-00.00	Rescue Equipment - Cutter	0.00	150.00
100-2203-342-00.00	Rescue Equipment - Rams	0.00	150.00
100-2203-342-00.00	Rescue Equipment - Air Bags	0.00	150.00
100-2203-342-00.00	Level I HazMat Response	0.00	250.00/hour/unit
100-2203-342-00.00	Hazardous Materials Spill Response	0.00	125.00
100-2203-342-00.00	HazMat Plug Kit	0.00	65.00

Updated: 04/08/14

FY15 REVENUE FEE SCHEDULE CHANGE

Department: 100-3104 Public Services: Forestry/Horticulture

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
100-3104-341.00-00	Charges for Services / Miscellaneous Community gardens annual fee	\$35.00	\$50.00

FY15 REVENUE FEE SCHEDULE CHANGE

Department: 100-3114 Solid Waste

Account #	Revenue Description	Current Fee	Proposed Fee
100-3114-343.15-00	Charges for Services / Recycling Program / Taxable sales		
	Recycling Bin	\$ 10.00	\$ 10.00
	Recycling Cart	\$ -	\$ 65.00
	Compost Bin	\$ 50.00	\$ 50.00
	Compost Pail	\$ 10.00	\$ 10.00
	Compost Turner	\$ 20.00	\$ 20.00
	Rain Barrel	\$ 65.00	\$ 65.00

FY15 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department: Recreation & Facilities Mgmt : Aquatics

Account #	Revenue Description	FY14 Current Fee	FY 15 Proposed Fee
100-3315-347-08-00	Child -- Resident	\$1.00	\$1.00
100-3315-347-08-00	Child - Non-resident	\$2.00	\$2.00
100-3315-347-08-00	Teen - Resident	\$1.00	\$1.00
100-3315-347-08-00	Teen - Non-resident	\$2.00	\$2.00
100-3315-347-08-00	Adult - Resident	\$4.00	\$4.00
100-3315-347-08-00	Adult - Non-resident	\$4.50	\$4.50
100-3315-347-08-00	Senior - Resident (62 & older)	\$2.50	\$2.50
100-3315-347-08-00	Senior - Non-resident (62 & older)	\$3.00	\$3.00
100-3315-347-08-00	Master's - Resident	\$5.00	\$5.00
100-3315-347-08-00	Master's - Non-resident	\$5.50	\$5.50
	Punch Cards		
100-3315-347-08-00	Adult - Resident - 12 punch pass	\$50.00	\$50.00
100-3315-347-08-00	Adult - Non-resident - 12 punch pass	\$56.00	\$56.00
100-3315-347-08-00	Adult - Resident - 20 punch pass	\$82.00	\$82.00
100-3315-347-08-00	Adult - Non-resident - 20 punch pass	\$92.00	\$92.00
100-3315-347-08-00	Adult - Resident - 40 punch pass	\$162.00	\$162.00
100-3315-347-08-00	Adult - Non-resident - 40 punch pass	\$182.00	\$182.00
100-3315-347-08-00	Senior Adult - Resident - 12 punch pass (62 & older)	\$32.00	\$32.00
100-3315-347-08-00	Senior Adult - Non-Resident - 12 punch pass(62 & older)	\$38.00	\$38.00
100-3315-347-08-00	Senior Adult - Resident - 20 punch pass(62 & older)	\$52.00	\$52.00
100-3315-347-08-00	Senior Adult - Non-resident - 20 punch pass (62 & older)	\$62.00	\$62.00
100-3315-347-08-00	Senior Adult - Resident - 40 punch pass(62 & older)	\$102.00	\$102.00
100-3315-347-08-00	Senior Adult - Non-resident - 40 punch pass(62 & older)	\$122.00	\$122.00
100-3315-347-08-00	Senior Adult - Resident - 6-month pass(62 & older)	\$142.00	\$142.00
100-3315-347-08-00	Senior Adult - Resident - yearly pass(62 & older)	\$242.00	\$242.00
100-3315-347-08-00	Adult Aerobics - Resident - 12 punch pass	\$56.00	\$56.00
100-3315-347-08-00	Adult Aerobics - Non-Resident - 12 punch pass	\$62.00	\$62.00
100-3315-347-08-00	Senior Aerobics - Resident - 12 punch pass(62 & older)	\$38.00	\$38.00
100-3315-347-08-00	Senior Aerobics - Non-Resident - 12 Punch pass(62 & older)	\$47.00	\$47.00
100-3315-347-08-00	Masters - Resident - 10 punch pass	\$52.00	\$52.00
100-3315-347-08-00	Masters - Non-Resident - 10 punch pass	\$57.00	\$57.00
	Swimming Instruction		
		Fees are per class	
100-3315-347-08-00	Infant / Toddler / Preschool - Resident	\$6.00	\$6.75
100-3315-347-08-00	Infant / Toddler / Preschool - Non-Resident	\$6.50	\$7.25
100-3315-347-08-00	Level 1 - Level 6 - Resident	\$7.00	\$7.75
100-3315-347-08-00	Level 1 - Level 6 - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Gym & Swim - Resident	\$7.00	\$7.75
100-3315-347-08-00	Gym & Swim - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Master's Swim - Resident	\$5.50	\$5.50
100-3315-347-08-00	Master's Swim - Non-Resident	\$6.00	\$6.00

FY15 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department: Recreation & Facilities Mgmt : Aquatics

Account #	Revenue Description	FY14 Current Fee	FY 15 Proposed Fee
100-3315-347-08-00	Adult Lessons - Resident	\$7.00	\$7.75
100-3315-347-08-00	Adult Lessons - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Adult Aerobics - Daily - Resident	\$4.50	\$4.50
100-3315-347-08-00	Adult Aerobics - Daily - Non-resident	\$5.00	\$5.00
100-3315-347-08-00	Senior Adult Aerobics - Daily - Resident(62 & older)	\$3.00	\$3.00
100-3315-347-08-00	Senior Adult Aerobics - Daily - Non-resident(62 & older)	\$3.75	\$3.75
100-3315-347-08-00	Masters Lessons - Resident	\$7.00	\$7.75
100-3315-347-08-00	Masters Lessons - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Water Safety Instruction course - Resident	\$302.00	\$302.00
100-3315-347-08-00	Water Safety Instruction course - Non-resident	\$332.00	\$332.00
100-3315-347-08-00	Private Lessons - 1/2 hour - Resident	\$25.00	\$25.00
100-3315-347-08-00	Private Lessons - 1/2 hour - Non-resident	\$30.00	\$30.00
100-3315-347-08-00	Private Lessons - 1 hour - Resident	\$40.00	\$40.00
100-3315-347-08-00	Private Lessons - 1 hour - Non-resident	\$50.00	\$50.00
100-3315-347-08-00	Lifeguard Course - Resident	\$200.00	\$200.00
100-3315-347-08-00	Lifeguard Course - Non-resident	\$215.00	\$215.00
100-3315-347-08-00	Red Cross Course Certification Fee:	\$5.00	\$5.00
	Pool Rental		
100-3315-347-08-00	Pool Rental - Portland Porpoise, per hour	\$20.00	\$20.00
100-3315-347-08-00	Pool Rental - Portland Porpoise, guard per hour	\$20.00	\$20.00
100-3315-347-08-00	Pool Rental - Resident, per hour / Additional guard \$20 hr	\$85.00	\$85.00
100-3315-347-08-00	Pool Rental - Non-Resident, per hour / Additional guard \$20 hr	\$95.00	\$95.00

FY15 REVENUE FEE SCHEDULE CHANGE

<u>Department:</u>		<u>Fire/Medcu</u>	
		Administrative Fees	
<u>Account #</u>	<u>Revenue Description</u>	<u>FY14 Current Fee</u>	<u>FY 15 Proposed Fee</u>
100-2201-341-00-00	Copy of Fire Report	0.00	15.00
100-2203-342-00.00	ALS Non Emergency Transport	520.00	559.00
100-2203-342-00.00	BLS NonEmergency Transport	435.00	468.00
100-2203-342-00.00	BLS Emergency Transport	696.00	748.00
100-2203-342-00.00	ALS Emergency Transport	826.82	888.00
100-2203-342-00.00	ALS 2 Emergency Transport	1,178.00	1,266.00
100-2203-342-00.00	Speciality Care Transport	1,414.00	1,520.00
100-2203-342-00.00	ALS Mileage	16.8/mile	18.06
100-2203-342-00.00	BLS Mileage	16.8/mile	18.06
100-2203-342-00.00	Oxygen	102.00	110.00
100-2203-342-00.00	Airways	138.00	148.00
100-2203-342-00.00	IV Therapy	192.00	206.00
100-2203-342-00.00	EKG	192.00	206.00
100-2203-342-00.00	Intercept	420.00	451.00
100-2203-342-00.00	Defib.	180.00	194.00
100-2203-342-00.00	Critical Care Transfer	780.00	839.00
100-2203-342-00.00	Non-Emergency Mileage	16.8/mile	18.06
100-2203-342-00.00	Capnography	138.00	138.00
100-2203-342-00.00	EZ IO/Intraosseous Access	200.00	275.00
100-2203-342-00.00	Wheelchair Van	54.00	REMOVE
100-2203-342-00.00	Wheelchair Van Mileage	3.00/mile	REMOVE
100-2203-342-00.00	On Scene Treatment	300.00	REMOVE
100-2203-342-00.00	ALS on SceneCare	0.00	888.00
100-2203-342-00.00	ALS 2 on Scene Care	0.00	1,266.00
100-2203-342-00.00	Fire Response to Vehicle Crashes	400.00	400.00
100-2203-342-00.00	Heavy Rescue Utilization	0.00	650.00
100-2203-342-00.00	Rescue Equipment - Spreader	0.00	150.00
100-2203-342-00.00	Rescue Equipment - Cutter	0.00	150.00
100-2203-342-00.00	Rescue Equipment - Rams	0.00	150.00
100-2203-342-00.00	Rescue Equipment - Air Bags	0.00	150.00
100-2203-342-00.00	Level I HazMat Response	0.00	250.00/hour/unit
100-2203-342-00.00	Hazardous Materials Spill Response	0.00	125.00
100-2203-342-00.00	HazMat Plug Kit	0.00	65.00

Updated: 04/08/14

FY15 REVENUE FEE SCHEDULE CHANGE

Department: 100-3104 Public Services: Forestry/Horticulture

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
100-3104-341.00-00	Charges for Services / Miscellaneous Community gardens annual fee	\$35.00	\$50.00

FY15 REVENUE FEE SCHEDULE CHANGE

Department: 100-3114 Solid Waste

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
100-3114-343.15-00	Charges for Services / Recycling Program / Taxable sales		
	Recycling Bin	\$ 10.00	\$ 10.00
	Recycling Cart	\$ -	\$ 65.00
	Compost Bin	\$ 50.00	\$ 50.00
	Compost Pail	\$ 10.00	\$ 10.00
	Compost Turner	\$ 20.00	\$ 20.00
	Rain Barrel	\$ 65.00	\$ 65.00

FY15 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department: Recreation & Facilities Mgmt : Aquatics

Account #	Revenue Description	FY14 Current Fee	FY 15 Proposed Fee
100-3315-347-08-00	Child – Resident	\$1.00	\$1.00
100-3315-347-08-00	Child - Non-resident	\$2.00	\$2.00
100-3315-347-08-00	Teen - Resident	\$1.00	\$1.00
100-3315-347-08-00	Teen - Non-resident	\$2.00	\$2.00
100-3315-347-08-00	Adult - Resident	\$4.00	\$4.00
100-3315-347-08-00	Adult - Non-resident	\$4.50	\$4.50
100-3315-347-08-00	Senior - Resident (62 & older)	\$2.50	\$2.50
100-3315-347-08-00	Senior - Non-resident (62 & older)	\$3.00	\$3.00
100-3315-347-08-00	Master's - Resident	\$5.00	\$5.00
100-3315-347-08-00	Master's - Non-resident	\$5.50	\$5.50
	Punch Cards		
100-3315-347-08-00	Adult - Resident - 12 punch pass	\$50.00	\$50.00
100-3315-347-08-00	Adult - Non-resident - 12 punch pass	\$56.00	\$56.00
100-3315-347-08-00	Adult - Resident - 20 punch pass	\$82.00	\$82.00
100-3315-347-08-00	Adult - Non-resident - 20 punch pass	\$92.00	\$92.00
100-3315-347-08-00	Adult - Resident - 40 punch pass	\$162.00	\$162.00
100-3315-347-08-00	Adult - Non-resident - 40 punch pass	\$182.00	\$182.00
100-3315-347-08-00	Senior Adult - Resident - 12 punch pass (62 & older)	\$32.00	\$32.00
100-3315-347-08-00	Senior Adult - Non-Resident - 12 punch pass(62 & older)	\$38.00	\$38.00
100-3315-347-08-00	Senior Adult - Resident - 20 punch pass(62 & older)	\$52.00	\$52.00
100-3315-347-08-00	Senior Adult - Non-resident - 20 punch pass (62 & older)	\$62.00	\$62.00
100-3315-347-08-00	Senior Adult - Resident - 40 punch pass(62 & older)	\$102.00	\$102.00
100-3315-347-08-00	Senior Adult - Non-resident - 40 punch pass(62 & older)	\$122.00	\$122.00
100-3315-347-08-00	Senior Adult - Resident - 6-month pass(62 & older)	\$142.00	\$142.00
100-3315-347-08-00	Senior Adult - Resident - yearly pass(62 & older)	\$242.00	\$242.00
100-3315-347-08-00	Adult Aerobics - Resident - 12 punch pass	\$56.00	\$56.00
100-3315-347-08-00	Adult Aerobics - Non-Resident - 12 punch pass	\$62.00	\$62.00
100-3315-347-08-00	Senior Aerobics - Resident - 12 punch pass(62 & older)	\$38.00	\$38.00
100-3315-347-08-00	Senior Aerobics - Non-Resident - 12 Punch pass(62 & older)	\$47.00	\$47.00
100-3315-347-08-00	Masters - Resident - 10 punch pass	\$52.00	\$52.00
100-3315-347-08-00	Masters - Non-Resident - 10 punch pass	\$57.00	\$57.00
	Swimming Instruction		
100-3315-347-08-00	Infant / Toddler / Preschool - Resident	\$6.00	\$6.75
100-3315-347-08-00	Infant / Toddler / Preschool - Non-Resident	\$6.50	\$7.25
100-3315-347-08-00	Level 1 - Level 6 - Resident	\$7.00	\$7.75
100-3315-347-08-00	Level 1 - Level 6 - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Gym & Swim - Resident	\$7.00	\$7.75
100-3315-347-08-00	Gym & Swim - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Master's Swim - Resident	\$5.50	\$5.50
100-3315-347-08-00	Master's Swim - Non-Resident	\$6.00	\$6.00

FY15 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department: Recreation & Facilities Mgmt : Aquatics

Account #	Revenue Description	FY14 Current Fee	FY 15 Proposed Fee
100-3315-347-08-00	Adult Lessons - Resident	\$7.00	\$7.75
100-3315-347-08-00	Adult Lessons - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Adult Aerobics - Daily - Resident	\$4.50	\$4.50
100-3315-347-08-00	Adult Aerobics - Daily - Non-resident	\$5.00	\$5.00
100-3315-347-08-00	Senior Adult Aerobics - Daily - Resident(62 & older)	\$3.00	\$3.00
100-3315-347-08-00	Senior Adult Aerobics - Daily - Non-resident(62 & older)	\$3.75	\$3.75
100-3315-347-08-00	Masters Lessons - Resident	\$7.00	\$7.75
100-3315-347-08-00	Masters Lessons - Non-Resident	\$7.50	\$8.25
100-3315-347-08-00	Water Safety Instruction course - Resident	\$302.00	\$302.00
100-3315-347-08-00	Water Safety Instruction course - Non-resident	\$332.00	\$332.00
100-3315-347-08-00	Private Lessons - 1/2 hour - Resident	\$25.00	\$25.00
100-3315-347-08-00	Private Lessons - 1/2 hour - Non-resident	\$30.00	\$30.00
100-3315-347-08-00	Private Lessons - 1 hour - Resident	\$40.00	\$40.00
100-3315-347-08-00	Private Lessons - 1 hour - Non-resident	\$50.00	\$50.00
100-3315-347-08-00	Lifeguard Course - Resident	\$200.00	\$200.00
100-3315-347-08-00	Lifeguard Course - Non-resident	\$215.00	\$215.00
100-3315-347-08-00	Red Cross Course Certification Fee:	\$5.00	\$5.00
	Pool Rental		
100-3315-347-08-00	Pool Rental - Portland Porpoise, per hour	\$20.00	\$20.00
100-3315-347-08-00	Pool Rental - Portland Porpoise, guard per hour	\$20.00	\$20.00
100-3315-347-08-00	Pool Rental - Resident, per hour / Additional guard \$20 hr	\$85.00	\$85.00
100-3315-347-08-00	Pool Rental - Non-Resident, per hour / Additional guard \$20 hr	\$95.00	\$95.00

Order 238-13/14
~~Tab 19 5-5-14~~
 Tab 23 5-19-14

MICHAEL F. BRENNAN. (MAYOR)
 KEVIN J. DONOGHUE (1)
 DAVID A. MARSHALL (2)
 EDWARD J. SUSLOVIC (3)
 CHERYL A. LEEMAN (4)

**CITY OF PORTLAND
 IN THE CITY COUNCIL**

JOHN R. COYNE (5)
 JILL C. DUSON (A/L)
 JON HINCK (A/L)
 NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
 CHAPTER 6, (BUILDINGS AND BUILDING REGULATIONS),
 ARTICLE II. BUILDING CODE, SECTION 17
 RE: FEES**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
 MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. That Chapter 6, section 17 of the Portland City Code is hereby amended as follows:

Sec. 6-17. Fee Schedule.

The applicant shall submit the cost of work in order to determine the permit fee. If the construction cost submitted is less than that as indicated by national standards such as BOCA International or the R.S. Means Company, Inc., the City of Portland reserves the right to reevaluate the proposed project cost based on the referenced national standard and assess the larger of the fees. All building permit applications shall be accompanied by the appropriate fee as established below:

(a) Construction work:

(1) Cost of work fees:

	Up to \$1,000.00	\$.30.00 25.00
	\$1,000.00 or more	\$.30.00 25.00 + \$10.00-
	<u>11.00</u> per \$1,000.00 above \$1,000.00	

(2) Belated fees:

	Below \$30.00 25.00 permit fee . .	\$.50.00
	additional	
	Above \$30.00 25.00 permit fee . .	\$.100.00
	additional	

(3) Amendments to application:

	Up to \$1,000.00	\$.30.00 25.00
--	----------------------------	---------------------------

\$1,000.00 or more ~~.\$30.00~~25.00 + ~~\$10.00~~
11.00 per \$1,000.00 above \$1,000.00

(b) Fees for specific items (additional to cost of work
fees above):

- (1) Air conditioning and \$30.00 + \$10.00 per
ventilation systems \$1,000.00 cost
- (2) Change of use permit \$30.00 + \$10.00 per
\$1,000.00 cost
- (3) Food truck operating
on private property \$30.00
- (4) Demolitions:
Structures \$30.00 + \$10.00 per
\$1,000.00 cost
- (5) Heating systems-all types. . \$30.00 + \$10.00 per
\$1,000.00 cost
- (6) Oil and gas burner. \$30.00 + \$10.00 per
replacement \$1,000.00 cost
- (7) Stop work order removal . . ~~\$100.00~~300.00
- (8) Certificate of Occupancy. . ~~\$75.00~~100.00 for
each Inspection
- (9) Home occupation \$150.00 plus cost of
work
- (10) Re-inspections ~~\$75.00~~150.00for each

(c) Fees in lieu of cost of work:

- (1) Signs \$30.00 + \$2.00/sq.ft.
- (2) Tanks: propane gas, gasoline and fuel oil:
Under 300 gals \$30.00
300 gallons or more \$35.00
Removal. \$30.00
- (3) Tent use \$30.00

	(4)	Parking lots	\$100.00
plus	(5)	Subdivision fee.	\$500.00 base fee
			\$25.00 per lot or dwelling unit
	(6)	Hoods, commercial cooking. .	\$30.00 + \$10.00 per \$1,000.00 cost
	(7)	Commercial cooking Appliances	\$30.00 + \$10.00 per \$1,000.00 cost
	(8)	Fire alarm and sprinkler . .	\$30.00 + \$10.00 per \$1,000.00 cost systems
	(9)	Moving building	\$30.00 + \$10.00 per \$1,000.00 cost
	(10)	Metalbestos chimney	\$30.00 + \$10.00 per \$1,000.00 cost

Except as otherwise provided herein, permit fee shall be based upon the estimated or the actual cost of the work for which the permit is required, whichever is greater, including towers, permanent swimming pools and any other structures altered, constructed or demolished. Ten (10) percent of any fee, or ten dollars (\$10.00), whichever is greater, shall be non-refundable to cover the administrative costs.



Jeff Levine, AICP
Director, Planning & Urban Development Department

Memorandum

To: Mark Rees, City Manager
Ellen Sanborn, Finance Director

From: Jeff Levine, Director

Date: April 8, 2014

Re: Fee changes for Inspections- FY2015

The following fee changes are proposed for FY2015 in Inspections:

FEE	CURRENT RATE	PROPOSED RATE
Building Permit	\$30 for first \$1,000 of value \$10 for each additional \$1,000	\$25 for first \$1,000 of value \$11 for each additional \$1,000
Stop Work Order Removal Reinspection Fee	\$100 \$75	\$300 \$150
Certificate of Occupancy	\$75	\$100

Amendment to Order 238-13/14, prepared by Corporation Counsel.

1. That Chapter 6, section 2 and 17 of the Portland City Code are hereby amended as follows:

Sec. 6-2. Fees for reinspections.

Following the issuance of a notice of violation and an order to correct violations, the enforcement authority will reinspect once for no fee in order to determine whether the violations have been fixed in compliance with this chapter. If the violations have not been fixed in compliance with this chapter, the violator shall be assessed a fee ~~of seventy-five dollars (\$75.00)~~ as set forth in section 6-17 for each subsequent reinspection. Failure to pay the assessment for reinspection shall create a lien on the property of the violator and the assessment and lien shall be collected and enforced pursuant to section 1-16.
(Ord. No. 120-97, § 2, 10-20-97)

...

Sec. 6-17. Fee Schedule.

The applicant shall submit the cost of work in order to determine the permit fee. If the construction cost submitted is less than that as indicated by national standards such as BOCA International or the R.S. Means Company, Inc., the City of Portland reserves the right to reevaluate the proposed project cost based on the referenced national standard and assess the larger of the fees. All building permit applications shall be accompanied by the appropriate fee as established below:

(a) Construction work:

(1) Cost of work fees:

Up to \$1,000.00 \$25.00
\$1,000.00 or more \$25.00 + \$-11.00 per
\$1,000.00 above \$1,000.00

(2) Belated fees:

Below \$25.00 permit fee . . \$50.00 additional
Above \$25.00 permit fee . . \$100.00 additional

(3) Amendments to application:

Up to \$1,000.00 \$25.00
\$1,000.00 or more \$25.00 + \$11.00 per
\$1,000.00 above \$1,000.00

(b) Fees for specific items (additional to cost of work
fees above):

- (1) Air conditioning and \$30.00 + \$10.00 per
ventilation systems \$1,000.00 cost
- (2) Change of use permit \$30.00 + \$10.00 per
\$1,000.00 cost
- (3) Food truck operating
on private property \$30.00
- (4) Demolitions:
Structures \$30.00 + \$10.00 per
\$1,000.00 cost
- (5) Heating systems-all types. . \$30.00 + \$10.00 per
\$1,000.00 cost
- (6) Oil and gas burner. \$30.00 + \$10.00 per
replacement \$1,000.00 cost
- (7) Stop work order removal . . \$-300.00
- (8) Certificate of Occupancy. . \$100.00 for each
Inspection
- (9) Home occupation \$150.00 plus cost of
work
- (10) Re-inspections \$150.00 for each

(c) Fees in lieu of cost of work:

- (1) Signs \$30.00 + \$2.00/sq.ft.
- (2) Tanks: propane gas, gasoline and fuel oil:
Under 300 gals \$30.00
300 gallons or more \$35.00

	Removal.	\$30.00
	(3) Tent use	\$30.00
	(4) Parking lots	\$100.00
plus	(5) Subdivision fee.	\$500.00 base fee
		\$25.00 per lot or dwelling unit
	(6) Hoods, commercial cooking. .	\$30.00 + \$10.00 per \$1,000.00 cost
	(7) Commercial cooking	\$30.00 + \$10.00 per \$1,000.00 cost
	Appliances	
	(8) Fire alarm and sprinkler . .	\$30.00 + \$10.00 per \$1,000.00 cost
	systems	
	(9) Moving building	\$30.00 + \$10.00 per \$1,000.00 cost
	(10) Metalbestos chimney	\$30.00 + \$10.00 per \$1,000.00 cost

Except as otherwise provided herein, permit fee shall be based upon the estimated or the actual cost of the work for which the permit is required, whichever is greater, including towers, permanent swimming pools and any other structures altered, constructed or demolished. Ten (10) percent of any fee, or ten dollars (\$10.00), whichever is greater, shall be non-refundable to cover the administrative costs.

BE IT FURTHER ORDERED, that these fees shall be effective on July 1, 2014 unless otherwise noted.

MICHAEL F. BRENNAN. (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
CHERYL A. LEEMAN (4)

CITY OF PORTLAND
IN THE CITY COUNCIL

JOHN R. COYNE (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

Order 239-13/14
~~*Tab 20 5-5-14*~~
Tab 24 5-19-14

AMENDMENT TO PORTLAND CITY CODE

CHAPTER 24 SEWERS

ARTICLE IV. SEWER USE CHARGES

RE: SEWER USER CHARGES

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

- 1. That Chapter 24, Section 24-72 of the Portland City Code is hereby amended to read as follows:*

Sec. 24-72. Sewer user charges.

(a) *Applicability.* There are levied upon all parcels of land charges for cost of treatment of wastewater and for the operation and maintenance of the wastewater system.

(b) *Billing.* Bills for all charges under this article may be sent to the record owner, or to the person requesting water service. Bills shall be sent to each such owner or person every month, except that persons billed quarterly or seasonally by the Portland Water District for water service may be billed quarterly or seasonally for all charges under this article. All payments shall be credited against the oldest outstanding bill sent to such owner or person. Any payments made to the Portland Water District or its agents, which do not indicate to which account they are to be applied, shall be applied as provided by contract between the city and the Portland Water District.

Bills shall contain an amount for sewer user charges, and if delinquent as provided in section 1-16 of this Code, shall include charges for interest to be computed in the same manner as provided for real estate taxes.

(c) *Computation.* The user charges shall be computed in accordance with the following schedule, as from time to time amended, which shall be sufficient to meet costs of the eligible purposes for which such charges may be used. User charges under this section for both dwelling units and commercial units billed for water used after July 1, 2013 the foregoing rate shall be

eight dollars and ~~thirty-five~~eighty-one cents (\$8.~~35~~81) per hundred cubic feet of volume for connected parcels of land. The user charge for developed but unconnected parcels of land shall be one dollar and seventy-one cents (\$1.71) per hundred cubic feet of volume. Each metered billing unit shall have a minimum charge of at least one hundred (100) cubic feet per month.

(d) *Purposes for which charges may be used.* Charges and assessments made under this article shall be used consistently with 33 U.S.C.A. § 1281 et seq., and applicable federal regulations for the following purposes:

- (1) To defray the current expenses of operating and maintaining the wastewater system, including any assessment made by the Portland Water District;
- (2) To pay the interest and repay the principal on any outstanding or future indebtedness of the city for construction of sewers heretofore or hereafter constructed within the city;
- (3) To reimburse the city for the cost of computation, billing and enforcement of such charges.

(e) *Collection.* Charges assessed pursuant to this section shall be enforceable pursuant to section 1-16 of this Code.

(f) *Disconnection for nonpayment of charges.* The Portland Water District shall disconnect sewer users with unpaid sewer use charges according to the same terms and procedures used to disconnect water users with unpaid water use charges.

BE IT FURTHER ORDERED, that these fees shall be effective on July 1, 2014 unless otherwise noted.

Order 248-13/14
~~Tab 21 5-5-14~~
Tab 25 5-19-14

MICHAEL F. BRENNAN. (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
CHERYL A. LEBMAN (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

JOHN R. COYNE (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 28, (TRAFFIC),
DIVISION 1, SECTION 51
RE: REVISED FEES**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. That Chapter 28, section 51 of the Portland City Code is hereby amended as follows:

Sec. 28-51. Traffic schedule.

The stopping, standing and/or parking of motor vehicles and movement of traffic are hereby regulated on the streets or parts of streets and ways and on publicly owned property as set forth on the traffic schedule and, when signs are erected giving notice thereof the stopping, standing and/or parking of motor vehicles and movement of traffic shall be regulated as set forth on the schedule for such streets or parts of streets and ways and on such publicly owned property. The traffic schedule shall be updated regularly by the city's traffic engineer and kept on file in the office of the city clerk. Amendments to the traffic schedule shall be made by the traffic engineer acting pursuant to his or her authority under this chapter or by order of the city council.

<u>Violation</u>	<u>Waiver Fee</u>
1 Expired Meter or receipt/no receipt/receipt face down	\$15.00
C Prolonged Parking-Feeding Meters	\$20.00
D Overtime In Time Zone (Green Sign)	\$15.00
T No Parking That Takes More Than One Metered Space	\$15.00 20.00
3 Overnight Parking (Odd/Even)	\$15.00
4 No Parking This Side Of Street	\$25.00 30.00
E No Parking Zone	\$25.00 30.00
F No Parking Between Signs	\$25.00 30.00
G No Parking Here To Corner	\$25.00 30.00
H No Parking Taxi Stand	\$25.00 30.00
J No Parking Intersection	\$25.00 30.00
K No Parking Sidewalk	\$25.00 30.00
L No Parking / Dual Rear Wheels/ Overtime Commercial Vehicle Zone	\$30.00 35.00
M No Parking Against Traffic Flow	\$25.00 30.00

N	Posted Emergency No Parking Zone	\$25.00 30.00
P	No Parking More than 18" from Curb	\$25.00 30.00
Q	No Stopping or Standing	\$25.00 30.00
R	No Parking City Lot or Property (Permit Required)	\$25.00 30.00
S	No Parking on Esplanade	\$25.00 30.00
8	No Parking Bus Stop	\$25.00 30.00
9	Blocking Driveway (On Complaint)	\$30.00 25.00
5	Double Parking or Obstructing Traffic	\$25.00 30.00
6	Parking in Hazardous Area -Fire Hydrant-Crosswalk	\$30.00 35.00
7	Snow Removal or Plowing Area	\$30.00 35.00
A	Parking in Disabled Zone	\$200.00
10	Displaying vehicle for sale	\$25.00
11	Washing, greasing or repairing such vehicle except for repairs necessitated by an emergency	\$25.00
12	Advertising purposes	\$25.00
13	Storage/abandoned vehicle (10 consecutive days)	\$25.00
14	Angle Parking Only	\$25.00
15	Parking a Vehicle 20' or more in Residential Area November-March	\$25.00
16	Camper, Trailer, boat, Etc. Over 24 hrs in any 7 calendar day period	\$25.00
17	Driver to Remain with Vehicle in Taxi Stand	\$25.00

BE IT FURTHER ORDERED, that these fees shall be effective on July 1, 2014 unless otherwise noted.

FY15 REVENUE FEE SCHEDULE CHANGE

Ordinance Section 28-51

Department: Parking Division

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
100-18-01-351.20-00	Code Violations Parking Tickets		
	4 No Parking This Side of Street	\$25.00	\$30.00
	5 Double parking	\$25.00	\$30.00
	6 Parking in Hazardous Area	\$30.00	\$35.00
	7 Snow Removal or Plowing Area	\$30.00	\$35.00
	8 No Parking Bus Stop	\$25.00	\$30.00
	9 Blocking or Obstructing Driveway	\$25.00	\$30.00
	E No Parking Zone	\$25.00	\$30.00
	F No Parking Between Signs	\$25.00	\$30.00
	G No Parking Here to Corner	\$25.00	\$30.00
	H No Parking Taxi Stand	\$25.00	\$30.00
	J No Parking Intersection	\$25.00	\$30.00
	K No Parking Sidewalk	\$25.00	\$30.00
	L No Parking / Overtime / Commerical Vehicle Zone	\$30.00	\$35.00
	M No Parking Against Traffic Flow	\$25.00	\$30.00
	N Posted Emergency No Parking Zone	\$25.00	\$30.00
	P No Parking More than 1 8" from Curb	\$25.00	\$30.00
	Q No Stopping or Standing	\$25.00	\$30.00
	R No Parking City Lot or Property (Permit Required)	\$25.00	\$30.00
	S No Parking on Esplanade	\$25.00	\$30.00
	T No Parking More Than One Meter	\$15.00	\$20.00

Appropriating \$200,000 from the Casco Bay Island Transit District (CBITD) Excess Fund to Provide Matching Funds for Grants to CBITD. Pursuant to the lease agreement between the City and CBITD, Excess Revenues, as defined in the agreement, are accumulated and held until such time as the Council may appropriate them for purposes outlined in the agreement. CBITD has requested \$200,000, to be used in providing a local match, to support the planning and design of a replacement vessel.

The agreement allows for use of Excess funds for capital costs, so this request is acceptable for that purpose.

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

RELATED ORDINANCE AMENDMENTS:

Order 244-14/15 (Tab 21)

Amendment to Portland City Code Chapter 5 (Animals & Fowl) Article VI. Keeping of Domesticated Chickens, Section 401(b) Re: Chicken Permit Annual Fee - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Chair.

This order amends (only) the fees in Chapter 5 §401 as follows:

Chapter 5	Description	Current Fee	Proposed Fee
<i>Sec. 5-401</i>	<i>Permit Required:</i>		
<i>(b)</i>	Annual Permit to Keep Chickens:	\$25.00	\$26.00

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

Order 245-14/15 (Tab 22)

Amendment to Portland City Code Chapter 10. Fire Prevention and Protection Article II - Fire Code, Section 10-18 Re: Fire Permit Fees - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Chair.

This order amends (only) the fees in Chapter 10 §18 as follows:

Chapter 10	Description	Current Fee	Proposed Fee
<i>Sec. 10-18</i>	<i>Amendments:</i>		
<i>(c)</i>	Section 1.12.7:		
	Application for Flammable Finishes	\$160.00 (D)	\$166.00 (D)
	Bulk Waste Storage	\$160.00 (D)	\$166.00 (D)
	Certificate of Fitness for Fire Alarm Service	\$250.00 each	SAME

	ad Installation Company		
	Cutting and Welding (Permanent Facilities)	\$60.00 (D)	\$62.00 (D)
	Dry Cleaning Plants	\$60.00 (D)	\$62.00 (D)
	Fire Alarm Inspections Sticker	\$20.00 each	SAME
	Fireworks Display	\$141.00**	SAME
	Flammable or combustible liquids, other than motor fuel dispensing	\$160.00 (D)	\$166.00 (D)
	Hazardous materials	\$60.00 (D)	\$62.00
	Hot Work (Temporary)	\$25.00	SAME
	Motor Fuel Dispensing and Refueling	\$160.00 (D)	\$166.00 (D)
	Special Type Dispensing Systems, other than Flammable or Combustible Liquids	\$160.00 (A) (D)	\$166.00 (A) (D)
	Repair Garages and Service Stations	\$160.00 (D)	\$166.00 (D)
	Woodworking and Lumber Storage Plants	\$100.00 (D)	\$104.00 (D)

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

**Order 246-14/15
(Tab 23)**

Amendment to Portland City Code Chapter 15 (Licenses and Permits*), Article I Section 15-12 Re: Fees and Reorganization - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Chair.

This order reorganizes the fee sequence and the fees in Chapter 15 §12 as follows:

(a)

Description	Current Fee	Proposed Fee
Bottle clubs (must obtain FSE and special entertainment if applicable) (Chapter 3 Art. II):	\$860	\$895.00
Amusement devices (Chapter 4 Art. II):		
Amusement devices (other than pinball and adult amusements), per device	\$140	\$146.00
Pinball machines, per device	\$140	\$146.00
Adult amusement devices, per location	\$895	\$931.00

Description	Current Fee	Proposed Fee
Music, dancing and special entertainment (Chapter 4 Art. III):		
Entertainment with dancing	\$485	\$504.00
Entertainment without dancing	\$270	\$281.00
After-hours Entertainment	\$545	\$567.00
Dance hall	\$135	\$140.00
Concert hall	\$135	\$140.00
Single dance	\$35	\$36.00
Single concert	\$35	\$36.00
Gaming (Chapter 4 Art. IV):		
Beano	\$95	\$99.00
Nudity in licensed businesses (Chapter 4 Art. V):	\$1,350	\$1,404.00
Food service establishments (FSE) (Chapter 11 Art. II):		
Temporary FSE:		
Reinspection fee for FSE	\$75	\$75.00 per reinspection
a. Unopened prepackaged food	\$85	\$89.00
b. Opened or nonprepackaged food	\$85	\$89.00
Mobile FSE (Chapter 19):		
a. pushcarts	\$295	\$307.00
b. Food Trucks	\$500	\$520.00
c. Base station (for all mobile FSE)	\$110	\$114.00
Street vendor cooler storage space – maximum of 7 sq. ft.	\$35 per 3.5 sq. ft. of space	\$36.00 per 3.5 sq. ft. of space
FSE-No food preparation on premises	\$165	\$172.00
FSE-With preparation limited to hot beverages only	\$135	\$135.00
FSE-With beer and wine take out	\$380	\$395.00
FSE/Community Kitchen - Food preparation on premises	\$420	\$437
FSE Community Kitchen User	\$100	\$104.00
FSE's with liquor:		
FSE-Class A lounge (Class X)	\$2,540	\$2,642.00
FSE-Class A restaurant (Class I)	\$1,715	\$1,784.00
FSE-Hotel (Class IA):		
FSE-Class A restaurant/lounge (Class XI)	\$2,130	\$2,215.00
FSE-Qualified catering service (Class I)	\$1,715	\$1,784.00
Innholder-15 rooms or less	\$1,315	\$1,368.00
Innholder-16 to 40 rooms	\$1,765	\$1,836.00
Innholder-more than 40 rooms	\$2,050	\$2,132.00
FSE-Spirituuous license (Class II)	\$560	\$582.00
FSE-Vinous license (Class III)	\$375	\$390.00
FSE-Malt license (Class IV)	\$755	\$785.00

Description	Current Fee	Proposed Fee
FSE-Malt and vinous license (Classes III and IV combined)	\$830	\$863.00
FSE-Nonprofit club (Class IV with catering or Class V without catering)	\$675	\$702.00
FSE-Liquor catering	\$30	\$31.00
FSE-Temporary (bona fide nonprofit organization) with any spirituous, vinous or malt license and special entertainment	\$60	\$62.00
FSE-Auditorium	\$535	\$556.00
FSE-Civic Auditorium	\$1,695	\$1,763
Massage Establishments (Chapter 16):		
Massage establishment	\$60	\$62.00
Combined massage establishment/massage therapist	\$50	\$52.00
Massage therapist	\$35	\$36.00
Conditional massage therapist	\$35	\$36.00
Night Street Vendor (must also obtain FSE and street vendor) (Chapter 19 Art. II):	\$200	\$208.00
Transient sellers (Chapter 19 Art. III):	\$100	\$104.00
Secondhand Goods (Chapter 23 Art. II):		
Flea market seller	\$20	\$21.00
Flea Markets (per day)	\$50	\$52.00
Operator (annual)	\$225	\$234.00
Secondhand dealer, junk dealer, pawnbroker (including used cars)	\$140	\$146.00
Junk collector	\$25	\$25.00
Valet Parking (Chapter 28, Article VII)	\$250.00	\$260.00
Valet Parking Special Event	\$50.00	\$52.00
Wreckers and Vehicle Towing (Chapter 28 Art. VIII):	\$255	\$265.00

(b) Fees for licenses to be established by the city pursuant to state law shall be as follows:

Amusements, including images; pageantry; sleight of hand tricks; puppet shows; feats of balancing; wire dancing; personal agility; or dexterity	\$20	\$21
Billiards or pool, per table	\$30	\$31
Bowling alley, per establishment	\$85	\$88
Carnival (travelling amusement show)	\$110	\$114
Circus	\$165	\$172
Circus (bona fide nonprofit organization)	\$25	\$26
Going-out-of business sale	\$95	\$99
Menageries	\$20	\$21
Merry-go-round or other rides, per type of ride (per day)	\$60	\$62
Merry-go-round or other rides, per type of ride (annual)	\$235	\$244
Motion picture theatres (other than open-air drive-in) operating more than six (6) months:		
Seating capacity 999 or less, per screen	\$270	\$281
Seating capacity 1,000 or more, per screen	\$445	\$463

Temporary—One (1) week or less	\$30	\$31
Temporary—More than one (1) week but less than two (2) months	\$45	\$47
Temporary—More than two (2) months but less than six (6) months	\$70	\$73
Roller skating rink	\$150	\$156

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

**Order 247-14/15
(Tab 24)**

Amendment to Portland City Code Chapter 25, Article II. Division 2 Permits Re: Street and Sidewalk Occupancy Permit - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

This order amends (only) the fees in Chapter 25 §25-27 as follows:

Description	Current Fee	Proposed Fee
Issuance of a Revocable Street and Sidewalk Occupancy Permit:		
(a1) Objects other than portable signs, including but not limited to tables, chairs, barricades and bollards	\$85	\$88
(a5) Use of streets, ways or public places by street goods vendors as defined in Section 19-16 for purposes of vending	\$35	\$36

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

**Order 248-14/15
(Tab 25)**

Amendment to Portland City Code Chapter 28 (Traffic and Motor Vehicles) Article VII. Re: Valet Parking Fees; exceptions - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

This order amends (only) the fees in Chapter 28 §28-273 as follows:

Description	Current Fee	Proposed Fee
Sec. 28-273 Fees; exceptions		
(a) Issuance fees. Yearly Valet Permits	\$250	\$260
(b) Special Event Fee	\$50	\$52

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

**Order 249-14/15
(Tab 26)**

**Amendment to Portland City Code Chapter 25, Article VII.
Excavations, Section 25-119 Re: Excavators License Fee - Sponsored by
the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.**

This order amends the street opening excavator license fee from \$595.00 annually to \$596.00 annually.

Chapter 25 §119	Description	Current Fee	Proposed Fee
25 §119	<i>Excavator License:</i>	\$595	\$596

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

**Order 250-14/15
(Tab 27)**

**Amendment to Portland City Code Chapter 24 Sewers Article IV.
Sewer User Charges Re: Sewer User Charges- Nicholas M. Mavodones,
Jr., Chair.**

In addition to increases in costs for Public Services and the Portland Water District Assessment, and decreases in debt service due to a primarily design cycle-year for the next Combined Sewer Overflow (CSO) conduit, the City continues to work with the Environmental Protection Agency (EPA)/ Maine Department of Environmental Protection (DEP) on maintaining the City's regulatory compliance with the CSO court order the City has signed, Municipal Separated Stormwater System (MS4) Permit compliance with DEP, and considering the costs and benefits of an Integrated Plan.

The Tier II CSO Long Term Control Plan (CSOLTCP) approved by the DEP is just finishing, and the next Tier III CSOLTCP has been approved by the DEP and is underway. Funding of the capital projects associated with both Tier II (\$60 million) and Tier III (\$170 million) projects totaling approximately \$230 million over the next 20 years are expected.

To pay for this, financing is needed through bond proceeds to allow the cost to be spread over the life of the improvements; the cost is paid for exclusively through the Sewer User Fee at this time.

The sewer user fee, set by the City Council, was expected to increase to accommodate the cost of CSO work and MS4 compliance. This fee was last increased in July of 2014. The current rate is \$8.81 per hundred cubic feet.

The proposed sewer rate for July 1, 2015 is \$9.70 per hundred cubic feet and would be adjusted mid-fiscal year to \$8.20 per hundred cubic feet on January 1, 2016 when the new stormwater service charge goes into effect.

This is a unit increase of \$0.89 cents in July and a decrease of \$1.50 in January when the new stormwater service charge program when it goes into effect.

For the average household (5 hundred cubic feet per month) this amendment creates an increase of \$4.45 per month and then a decrease in January of \$7.50 per month as stormwater costs are shifted over to the new stormwater service charge.

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

APPROPRIATION RESOLVE:

Order 251-14/15 (Tab 28) Fiscal Year 2015-2016 Appropriation Resolve - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

This item brings forward the Appropriation Resolve for FY2016 for action by the City Council.

The Resolve contains the Finance Committee's forwarded budget for FY2016 for general municipal purposes in the amount of \$221,770,295. In addition it contains the Finance Committee's recommended budget for FY2016 for school purposes.

The Finance Committee reviewed the Board of Education's recommended budget on April 9, 2015, by a vote of 4-0 recommended support for certain amendments and a final budget amount of \$102,776,657.

The tax levy based upon the Finance Committee's recommended School Budget and City Manager's amended budget recommendations and for municipal purposes is \$78,978,308 and \$79,773,211 for school purposes. This would result in a combined tax levy of \$158,751,519 for FY 2016. The tax rate based on the combined levies would be \$20.58 per \$1,000 of assessed value, a 2.9% increase.

The Appropriation Resolve also directs the Assessor of Taxes to assess a tax upon all real and personal property liable to be taxed as of April 1, 2015 and sets September 11, 2015, as the tax due date, which may be paid in two installments due on September 11, 2015, and March 11, 2016.

The delinquency rate of interest is set at 7.0% per year, and the abatement rate of interest is set at 3.0% per year.

This item must be read on two separate days. It was given a first reading on May 4th. Five affirmative votes are required for passage after public comment.

FY16 REVENUE FEE SCHEDULE CHANGE

Department:

Fire

Administrative Fees

<u>Account #</u>	<u>Revenue Description</u>	FY 16	
		<u>Current Fee</u>	<u>Proposed Fee</u>
100-2201-341-00-00	Copy of Fire Report	\$ 15.00	\$ 15.00
100-2203-342-00.00	ALS Non Emergency Transport	\$ 559.00	\$ 559.00
100-2203-342-00.00	BLS NonEmergency Transport	\$ 468.00	\$ 468.00
100-2203-342-00.00	BLS Emergency Transport	\$ 748.00	\$ 748.00
100-2203-342-00.00	ALS Emergency Transport	\$ 888.00	\$ 888.00
100-2203-342-00.00	ALS 2 Emergency Transport	\$ 1,266.00	\$ 1,266.00
100-2203-342-00.00	Speciality Care Transport	\$ 1,520.00	\$ 1,520.00
100-2203-342-00.00	ALS Mileage	\$ 18.06	\$ 18.06
100-2203-342-00.00	BLS Mileage	\$ 18.06	\$ 18.06
100-2203-342-00.00	Oxygen	\$ 110.00	\$ 110.00
100-2203-342-00.00	Airways	\$ 148.00	\$ 148.00
100-2203-342-00.00	IV Therapy	\$ 206.00	\$ 206.00
100-2203-342-00.00	EKG	\$ 206.00	\$ 206.00
100-2203-342-00.00	Intercept	\$ 451.00	\$ 451.00
100-2203-342-00.00	Defib.	\$ 194.00	\$ 194.00
100-2203-342-00.00	Critical Care Transfer	\$ 839.00	\$ 839.00
100-2203-342-00.00	Non-Emergency Mileage	\$ 18.06	\$ 18.06
100-2203-342-00.00	Capnography	\$ 138.00	\$ 138.00
100-2203-342-00.00	EZ IO/Intraosseous Access	\$ 275.00	\$ 275.00
100-2203-342-00.00	ALS on SceneCare	\$ 888.00	\$ 888.00
100-2203-342-00.00	ALS 2 on Scene Care	\$ 1,266.00	\$ 1,266.00
100-2203-342-00.00	Fire Response to Vehicle Crashes	\$ 400.00	\$ 400.00
100-2203-342-00.00	Heavy Rescue Utilization	\$ 650.00	\$ 650.00
100-2203-342-00.00	Rescue Equipment - Spreader	\$ 150.00	\$ 150.00
100-2203-342-00.00	Rescue Equipment - Cutter	\$ 150.00	\$ 150.00
100-2203-342-00.00	Rescue Equipment - Rams	\$ 150.00	\$ 150.00
100-2203-342-00.00	Rescue Equipment - Air Bags	\$ 150.00	\$ 150.00
100-2203-342-00.00	Level I HazMat Response	\$250.00/hour/unit	\$250.00/hour/unit
100-2203-342-00.00	HazMat Still Response	\$ 125.00	\$ 125.00
100-2203-342-00.00	HazMat Plug Kit	\$ 65.00	\$ 65.00

New FY16 Fees

100-2203-341-00-00	Confined Space Rescue Response for Non Contracted Entities*	N/A	\$5,000/Response
100-2203-341-00-00	Heavy Apparatus Utilization*	N/A	\$250.00/hour/unit
100-2203-341-00-00	Confined Space Personnel Cost*	N/A	\$70.00/hr/person

*All applicable fines to be billed to Non Contracted Entity

Updated: 02/10/15

FY16 REVENUE FEE SCHEDULE CHANGE

Department: Public Services Division: Cemeteries

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Rate</u>	<u>FY16 Proposed Rate</u>
<u>RESIDENT FEES:</u>			
100-3102-363-00-00	Wilde Chapel Rental	\$500	\$500
100-3102-347-05-00	Holiday Wreaths	\$30-\$45	\$30-\$45
	Interments, Conventional		
100-3102-347-01-00	Weekday	\$790	\$870
100-3102-347-01-00	Weekday -- after 2:30 pm	\$790 + \$105/hr	\$870 + \$115/hr
100-3102-347-01-00	Saturday -- before 11:00 am	\$945	\$1,040
100-3102-347-01-00	Saturday -- after 11:00 am	\$1,160	\$1,275
	Interments, Child (under 5 years)		
100-3102-347-01-00	Weekday	\$525	\$575
100-3102-347-01-00	Weekday -- after 2:30 pm	\$525 + \$105/hr	\$575 + \$115/hr
100-3102-347-01-00	Saturday -- before 11:00 am	\$790	\$870
100-3102-347-01-00	Saturday -- after 11:00 am	\$945	\$1,040
	Interments, Infant (under 1 year)		
100-3102-347-01-00	Weekday	\$315	\$345
100-3102-347-01-00	Weekday -- after 2:30 pm	\$315 + \$105/hr	\$345 + \$115/hr
100-3102-347-01-00	Saturday -- before 11:00 am	\$540	\$590
100-3102-347-01-00	Saturday -- after 11:00 am	\$620	\$680
	Vault Setting Fee		
100-3102-347-01-00	All Interments	\$160	\$175
100-3102-347-01-00	Cremation -- Urn Vault Placement	\$195	\$215
100-3102-347-01-00	Placement of Funeral Home Provided Vault	\$55	\$60
	Grave Re-use Fee		
100-3102-347-01-00	For cremains buried on top of existing casket	\$315	\$350
	Interments, Cremains		
100-3102-347-01-00	Weekday	\$420	\$460
100-3102-347-01-00	Weekday -- after 2:30 pm	\$420+\$105/hr	\$460 +\$115/hr
100-3102-347-01-00	Saturday -- before 11:00 am	\$570	\$630
100-3102-347-01-00	Saturday -- after 11:00 am	\$680	\$750
	Disinterments, Conventional		
100-3102-347-01-00	Within Cemetery (container additional)	\$1,800	\$1,980
100-3102-347-01-00	Outside Cemetery (container additional)	\$900	\$990
	Disinterments, Child (under 5 years)		
100-3102-347-01-00	Within Cemetery (container additional)	\$1,050	\$1,150
100-3102-347-01-00	Outside Cemetery (container additional)	\$525	\$575

FY16 REVENUE FEE SCHEDULE CHANGE

Department: Public Services Division: Cemeteries

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Rate</u>	<u>FY16 Proposed Rate</u>
	Disinterments, Cremains		
100-3102-347-01-00	Within Cemetery	\$840	\$920
100-3102-347-01-00	Outside Cemetery	\$420	\$460
100-3102-347-01-00	Winter Rates for Burials/Disinterments – Additional Fee (December 1 – April 1)	\$100	\$110
100-3102-347-01-00	Clearing Grounds for Tent Placement (December 1 – April 1)	\$100	\$110
	FY16 New Proposed Fees:		
100-3102-347-01-00	Columbarium (30% to perpetual care)	NA	\$1,610
100-3102-347-01-01	Second inurnment	NA	\$200
	Lot Sales – Forest City		
100-3102-347-07-00	Single Lot	\$745	\$820
100-3102-347-07-00	Two (2) Grave Lot	\$1,490	\$1,640
100-3102-347-07-00	Three (3) Grave Lot	\$2,235	\$2,460
100-3102-347-07-00	Four (4) Grave Lot	\$2,980	\$3,280
100-3102-347-07-00	Five (5) Grave Lot	\$3,725	\$4,100
100-3102-347-07-00	Cremation Garden	\$390	\$430
100-3102-347-07-00	Odd-shaped Lots – Resident (per sq.ft.)	\$18	\$20
	Lot Sales – Evergreen		
100-3102-347-07-00	Single Lot	\$890	\$980
100-3102-347-07-00	Two (2) Grave Lot	\$1,785	\$1,960
100-3102-347-07-00	Three (3) Grave Lot	\$2,780	\$2,940
100-3102-347-07-00	Four (4) Grave Lot	\$3,570	\$3,920
100-3102-347-07-00	Five (5) Grave Lot	\$4,460	\$4,900
100-3102-347-07-00	Veterans Section	\$630	\$695
100-3102-347-07-00	Cremation Garden	\$475	\$525
100-3102-347-07-00	Odd-shaped Lots – Resident (per sq.ft.)	\$18	\$20
100-3102-347-07-00	Historic Section - Single	\$2,625	\$2,900
100-3102-347-07-00	Historic Section – Double	\$5,250	\$5,800
	Foundations		
100-3102-347-02-00	Price per square inch of concrete	\$0.80	\$0.90
100-3102-347-02-00	Government Marker (includes setting)	\$0	\$0
100-3102-347-02-00	Bronze Marker, single (includes setting)	\$95	\$105
100-3102-347-02-00	Bronze Marker, double (includes setting)	\$140	\$155
100-3102-347-02-00	Cremation Garden Marker	\$65	\$70
	Annual Care		
100-3102-347-04-00	Payment for one year's care of one grave lot	\$40	\$45
100-3102-347-04-00	Monument Cleaning – Varies with size	\$25-\$500	\$25-\$500
	Perpetual Care		
100-3102-391-00-00	One-time Perpetual Care Fee	\$105	\$105

Revised: 4/27/15

FY16 REVENUE FEE SCHEDULE CHANGE

Department: Public Services Division: Cemeteries

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Rate</u>	<u>FY16 Proposed Rate</u>
<u>NON-RESIDENT:</u>			
100-3102-363-00-00	Wilde Chapel Rental	\$650	\$650
100-3102-347-05-00	Holiday Wreaths	\$30-\$45	\$30-\$45
	Interments, Conventional		
100-3102-347-01-00	Weekday	\$950	\$1,050
100-3102-347-01-00	Weekday – after 2:30 pm	\$950 + \$105/hr	\$1,050 + \$115/hr
100-3102-347-01-00	Saturday – before 11:00 am	\$1,135	\$1,250
100-3102-347-01-00	Saturday – after 11:00 am	\$1,385	\$1,525
	Interments, Child (under 5 years)		
100-3102-347-01-00	Weekday	\$630	\$690
100-3102-347-01-00	Weekday – after 2:30 pm	\$630 + \$105/hr	\$690 + \$115/hr
100-3102-347-01-00	Saturday – before 11:00 am	\$945	\$1,040
100-3102-347-01-00	Saturday – after 11:00 am	\$1,135	\$1,245
	Interments, Infant (under 1 year)		
100-3102-347-01-00	Weekday	\$375	\$410
100-3102-347-01-00	Weekday – after 2:30 pm	\$375 + \$105/hr	\$410 + \$115/hr
100-3102-347-01-00	Saturday – before 11:00 am	\$640	\$700
100-3102-347-01-00	Saturday – after 11:00 am	\$745	\$820
	Vault Setting Fee		
100-3102-347-01-00	All Interments	\$160	\$175
100-3102-347-01-00	Cremation – Urn Vault Placement	\$195	\$215
100-3102-347-01-00	Placement of Funeral Home Provided Vault	\$55	\$60
	Grave Re-nse Fee		
100-3102-347-01-00	For cremains buried on top of existing casket	\$315	\$350
	Interments, Cremains		
100-3102-347-01-00	Weekday	\$505	\$555
100-3102-347-01-00	Weekday – after 2:30 pm	\$505+\$105/hr	\$555+\$115/hr
100-3102-347-01-00	Saturday – before 11:00 am	\$670	\$740
100-3102-347-01-00	Saturday – after 11:00 am	\$810	\$890
	Disinterments, Conventional		
100-3102-347-01-00	Within Cemetery (container additional)	\$1,890	\$2,100
100-3102-347-01-00	Outside Cemetery (container additional)	\$945	\$1,050
	Disinterments, Child (under 5 years)		
100-3102-347-01-00	Within Cemetery (container additional)	\$1,260	\$1,380
100-3102-347-01-00	Outside Cemetery (container additional)	\$630	\$690

Revised: 4/27/15

Page 3 of 4

Printed: 4/27/15

FY16 REVENUE FEE SCHEDULE CHANGE

Department: Public Services Division: Cemeteries

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Rate</u>	<u>FY16 Proposed Rate</u>
	Disinterments, Cremains		
100-3102-347-01-00	Within Cemetery	\$1,010	\$1,110
100-3102-347-01-00	Outside Cemetery	\$505	\$555
100-3102-347-01-00	Winter Rates for Burials/Disinterments:		
	Additional Fee (December 1 – April 1)	\$100	\$110
100-3102-347-01-00	Clearing Grounds for Tent Placement (December 1 – April 1)	\$100	\$110
	FY16 New Proposed Fees:		
100-3102-347-01-00	Columbarium (30% to perpetual care)	NA	\$1,900
100-3102-347-01-00	Second inurnment	NA	\$240
	Lot Sales – Forest City		
100-3102-347-07-00	Single Lot	\$855	\$940
100-3102-347-07-00	Two (2) Grave Lot	\$1,710	\$1,880
100-3102-347-07-00	Three (3) Grave Lot	\$2,565	\$2,820
100-3102-347-07-00	Four (4) Grave Lot	\$3,420	\$3,760
100-3102-347-07-00	Five (5) Grave Lot	\$4,275	\$4,700
100-3102-347-07-00	Cremation Garden	\$440	\$485
100-3102-347-07-00	Odd-shaped Lots – Resident (per sq.ft.)	\$22	\$22
	Lot Sales – Evergreen		
100-3102-347-07-00	Single Lot	\$1,070	\$1,180
100-3102-347-07-00	Two (2) Grave Lot	\$2,140	\$2,360
100-3102-347-07-00	Three (3) Grave Lot	\$3,215	\$3,540
100-3102-347-07-00	Four (4) Grave Lot	\$4,285	\$4,720
100-3102-347-07-00	Five (5) Grave Lot	\$5,355	\$5,900
100-3102-347-07-00	Veterans Section	\$755	\$830
100-3102-347-07-00	Cremation Garden	\$570	\$630
100-3102-347-07-00	Odd-shaped Lots – Resident (per sq.ft.)	\$22	\$25
100-3102-347-07-00	Historic Section - Single	\$3,150	\$3,470
100-3102-347-07-00	Historic Section – Double	\$6,300	\$6,930
	Foundations		
100-3102-347-02-00	Price per square inch of concrete	\$0.90	\$1.00
100-3102-347-02-00	Government Marker (includes setting)	\$0	\$0
100-3102-347-02-00	Bronze Marker, single (includes setting)	\$95	\$105
100-3102-347-02-00	Bronze Marker, double (includes setting)	\$140	\$155
100-3102-347-02-00	Cremation Garden Marker	\$65	\$70
	Annual Care		
100-3102-347-04-00	Payment for one year's care of one grave lot	\$40	\$45
100-3102-347-04-00	Monument Cleaning – Varies with size	\$25-\$500	\$25-\$500
	Perpetual Care		
100-3102-391-00-00	One-time Perpetual Care Fee	\$105	\$105

Revised: 4/27/15

Page 4 of 4

Printed: 4/27/15

FY16 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department Public Services/Street Openings

			FY16
<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
247-3100-321-03-00	Street Opening Permits:		
	1. Street Opening Permit	\$270.00	\$295.00
	2. Sidewalk Opening Permit	\$202.00	\$206.50
	3. Esplanade/Other opening permit	\$135.00	\$147.50
247-3100-321-06-00	Permanent Pavement Restoration	\$45.00	\$ 45.00

Prepared: 04/21/15

Order 235-14/15
~~Tab 5 5-4-15~~
Tab 12 5-18-15

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

ORDER AUTHORIZING INCREASE IN THE TRASH BAG FEE

ORDERED, pursuant to Section 12-18(d) of the Portland City Code, the cost of purple city trash bags, which will replace blue city trash for curbside trash collection, shall be as follows:

Size	Current Cost	Proposed Cost
15 Gallon	1.00 each	1.35
30 Gallon	2.00 each	2.70

BE IT FURTHER ORDERED, the current blue and the new purple city trash bags shall both be accepted for curbside collection in the month of July. Beginning on August 3, 2015, only purple trash bags will be accepted for curbside collection; and

BE IT FURTHER ORDERED, that the effective date of this order is July 1, 2015.

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

Order 244-14/15
~~Tab 12 5-4-15~~
Tab 31, 5-18-15

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 5 (ANIMALS & FOWL)
ARTICLE VI. Keeping of Domesticated Chickens, SECTION 401(b)
RE: Chicken Permit Annual Fee**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. That Article IV., Chapter 5, section 401(b), is hereby
amended to read as follows:

Sec. 5-401. Permit required.

(a) An annual permit is required for the keeping of any
domesticated chickens. The annual permit is personal to the
permittee and may not be assigned.

(b) The fee for an annual permit to keep chickens is
| twenty-~~five~~six dollars (\$256.00).

(c) An applicant for a permit to keep chickens must
demonstrate compliance with the criteria and standards in this
Article in order to obtain a permit.

FY16 REVENUE FEE SCHEDULE CHANGE

Department: 1200 City Clerk

<u>Account #</u>	<u>Revenue Description</u>	<u>FY15 Current Fee</u>	<u>FY16 Proposed Fee</u>
100-1200-322.00-00	Chapter 5 Sec.5-401 (b) Chicken Permits: (Annual Fee)	25.00	26.00

Projection:

Additional revenue generated with proposed increase

\$27.00

*Revised: 03/24/15

Order 245-14/15
~~Tab 13 5-4-15~~
Tab 22 5-18-15

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 10. FIRE PREVENTION AND PROTECTION
ARTICLE II - FIRE CODE, Section 10-18
Re: Fire Permit Fees**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS**

*That Chapter 10, Article II, Section 10-18 (Amendments) of
the City of Portland Code is hereby amended to read as follows:*

Sec. 10-18. Amendments.

The Fire Prevention Code adopted by section 10-16 is amended, modified and deleted in the following respects:

- (a) Section 1.10 (Board of Appeals); delete.
- (b) In addition to the requirements of 18.2.3.4, fire department access roads shall comply with the standards set forth in the *City of Portland's Technical and Design Standards and Guidelines, Chapter IV (Public Safety Standards)*.
- (c) Section 1.12.7 is amended to read as follows:

"All applications for a permit required by the Fire and Life Safety codes shall be filed electronically with the authority having jurisdiction in such form and detail as it shall prescribe. Applications for permits shall be accompanied by such plans in an approved electronic format as required by the authority having jurisdiction. In addition to the foregoing, the following must be submitted to the authority having jurisdiction prior to the issuance of the permit: state license and proof of insurance for blasting permits or fireworks permits; and documentation of code-specific fire inspection for any required permit.

"In addition to the permits required by the Life Safety Code, the authority having jurisdiction shall have the authority to issue permits for any of the activities identified in Tables 1.12.7(a), (b), (c) and (d) and the operations listed below. Permits for the following shall be required:

Permit	Fire Prevention Code Section	Permit Fee
Application for Flammable Finishes	1.12.7	\$160.00 <u>166.00</u> (D)
Bulk Waste Storage	1.12.7	\$160.00 <u>166.00</u> (D)
Certificate of Fitness for Fire Alarm Service and Installation Company	1.12.7	\$250.00 each
Cutting and Welding (Permanent Facilities)	1.12.7	\$60.00 <u>62.00</u> (D)
Dry Cleaning Plants	1.12.7	\$60.00 <u>62.00</u> (D)
Fire Alarm Inspections Sticker	1.12.7	\$20.00 each
Fireworks Display	1.12.7	\$141.00**
Flammable or combustible liquids, other than motor fuel dispensing	1.12.7	\$160.00 <u>166.00</u> * (D)
Hazardous materials	1.12.7	\$60.00 <u>62.00</u> (D)
Hot work (Temporary)	1.12.7	\$25.00
Motor Fuel Dispensing and Refueling	1.12.7	\$160.00 <u>166.00</u> (D)

Special Type Dispensing Systems, other than Flammable or Combustible Liquids	1.12.7	\$160.00 <u>166.00</u> (A) (D)
Repair Garages and Service Stations	1.12.7	\$160.00 <u>166.00</u> (D)
Woodworking and Lumber Storage Plants	1.12.7	\$100.00 <u>104.00</u> (D)

(A) License from city clerk required, see: Private and Special Laws of 1917, Chapter 160.

(B) Imposed by state statutes.

(C) Building permit required.

(D) Application and license issued through City Clerk's office after Fire Department review.

**Equal to fee charged by state

...

FY16 REVENUE FEE SCHEDULE CHANGE

Department: 1200 City Clerk

<u>Account #</u>	<u>Revenue Description</u>	<u>FY15 Current Fee</u>	<u>FY16 Proposed Fee</u>
100-1200-322.00-00	Chapter 10 Sec.10-18 (c) Fire Permits:		
	Application For Flammable Finishes	160.00	166.00
	Bulk Waste Storage	160.00	166.00
	Certificate of Fitness for Fire Alarm Install (each)*	250.00	250.00
	Cutting & Welding (Perm Facilities)	60.00	62.00
	Dry Cleaning Plants	60.00	62.00
	Fire Alarm Inspection Sticker (each)*	20.00	20.00
	Fireworks Display*	141.00	141.00
	Flammable/Combust Liq (Excl Motor)	160.00	166.00
	Hazardous Materials	60.00	62.00
	Hot Work(temporary)	25.00	25.00
	Motor Fuel Dispense/Refueling	160.00	166.00
	Spec'l Dispense (Excl Flame Liq)	160.00	166.00
	Repair Garage/Svc Stations	160.00	166.00
	Woodworking & Lumber Storage Plants	100.00	104.00

* Fire Department Issued

Projection:

Additional revenue generated with proposed increase

\$1,604.00

Order 246-14/15
 Tab 14 5-4-15
 Tab 235-18-15

MICHAEL F. BRENNAN (MAYOR)
 KEVIN J. DONOGHUE (1)
 DAVID A. MARSHALL (2)
 EDWARD J. SUSLOVIC (3)
 JUSTIN COSTA (4)

**CITY OF PORTLAND
 IN THE CITY COUNCIL**

DAVID H. BRENERMAN (5)
 JILL C. DUSON (A/L)
 JON HINCK (A/L)
 NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
 CHAPTER 15 (LICENSES AND PERMITS*),
 ARTICLE I SECTION 15-12 RE: FEES AND REORGANIZATION**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
 MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. That Section 15-12 of the Portland City Code is hereby
 amended to read as follows:

Sec. 15-12. Fees and expiration dates.

(a) Unless specified elsewhere in this Code, fees for
 licenses issued pursuant to this Code and the expiration date of
 each license shall be as follows:

Location in Code	Description	Fee	Expiration Date
Ch. 3, Art. II	Bottle clubs (must obtain FSE and special entertainment if applicable)	\$860.00 895.00	June 30
Ch. 4, Art. II	Amusement devices:		
	Amusement devices (other than pinball and adult amusements), per device	\$140.00 146.00	Twelve months or concurrent with state liquor license or with any city license

Location in Code	Description	Fee	Expiration Date
	Pinball machines, per device	\$140.00 <u>146.00</u>	Twelve months or concurrent with state liquor license or with any city license
	Adult amusement devices, per location	\$895.00 <u>931.00</u>	Twelve months or concurrent with state liquor license or with any city license
Ch. 4, Art. III	Music, dancing and special entertainment:		
	<u>Entertainment with dancing</u>	\$485.00 <u>504.00</u>	<u>Twelve months or concurrent with state liquor license or with any city license</u>
	<u>Entertainment without dancing</u>	\$270.00 <u>281.00</u>	<u>Twelve months or concurrent with state liquor license or with any city license</u>

Location in Code	Description	Fee	Expiration Date
	<u>After-hours Entertainment</u>	\$545.00 <u>567.00</u>	<u>Twelve months Or concurrent with state liquor license or with any city license</u>
	<u>Dance hall</u>	\$135.00 <u>140.00</u>	<u>June 30</u>
	<u>Concert hall</u>	\$135.00 <u>140.00</u>	<u>June 30</u>
	<u>Single dance</u>	\$35.00 <u>36.00</u>	<u>Per dance</u>
	<u>Single concert</u>	\$35.00 <u>36.00</u>	<u>Per concert</u>
Ch. 3, Art. II	Bottle clubs (must obtain FSE and special entertainment if applicable)	\$860.00	June 30
<u>Ch. 4, Art. IV</u>	<u>Gaming:</u>		
	<u>Beano</u>	\$95.00 <u>99.00</u>	<u>December 31</u>
	<u>Games of chance (application fee pursuant to section 15-6 only)</u>		
<u>Ch. 4, Art. V</u>	<u>Nudity in licensed businesses</u>	\$1,350.00 <u>1,404. 00</u>	<u>June 30</u>
Ch. 23, Art. II	Flea market seller	\$20.00	Last day of February

Location in Code	Description	Fee	Expiration Date
Ch. 11, Art. II	Food service establishments (FSE):		
	Temporary FSE:		
	Reinspection fee for FSE	\$75.00 per reinspection	
	a. Unopened prepackaged food	\$85.00 <u>89.00</u>	Three months
	b. Opened or nonprepackaged food	\$85.00 <u>89.00</u>	Per event not to exceed two weeks
	Mobile FSE (Chapter 19) a. pushcarts	\$295.00 <u>307.00</u>	March 31
	b. Food Trucks	\$500.00 <u>520.00</u>	March 31
	c. Base station (for all mobile FSE)	\$110.00 <u>114.00</u>	March 31
	Street vendor cooler storage space - maximum of 7 sq. ft.	\$35.00 <u>36.00</u> per 3.5 sq. ft. of space	March 31
	FSE-No food preparation on premises	\$165.00 <u>172.00</u>	January 31
	FSE-With preparation limited to hot beverages only	\$135.00	January 31
	FSE-With beer and wine take out	\$380.00 <u>395.00</u>	January 31
	FSE/Community Kitchen - Food preparation on premises	\$420.00 <u>437</u>	January 31

Location in Code	Description	Fee	Expiration Date
	FSE Community Kitchen User	\$100.00 104.00	January 31
	FSE's with liquor:		
	FSE-Class A lounge (Class X)	\$2,540.00 2,642. 00	Concurrent with state liquor license
	FSE-Class A restaurant (Class I)	\$1,715.00 1,784. 00	Concurrent with state liquor license
	FSE-Hotel (Class IA)		
	FSE-Class A restaurant/lounge (Class XI)	\$2,130.00 2,215. 00	Concurrent with state liquor license
	FSE-Qualified catering service (Class I)	\$1,715.00 1,784. 00	Concurrent with state liquor license
	Innholder-15 rooms or less	\$1,315.00 1,368. 00	Concurrent with state liquor license
	Innholder-16 to 40 rooms	\$1,765.00 1,836. 00	Concurrent with state liquor license

Location in Code	Description	Fee	Expiration Date
	Innholder-more than 40 rooms	\$2,050.00 <u>2,132.00</u>	Concurrent with state liquor license
	FSE-Spirituuous license (Class II)	\$560.00 <u>582.00</u>	Concurrent with state liquor license
	FSE-Vinous license (Class III)	\$375.00 <u>390.00</u>	Concurrent with state liquor license
	FSE-Malt license (Class IV)	\$755.00 <u>785.00</u>	Concurrent with state liquor license
	FSE-Malt and vinous license (Classes III and IV combined)	\$830.00 <u>863.00</u>	Concurrent with state liquor license
	FSE-Nonprofit club (Class IV with catering or Class V without catering)	\$675.00 <u>702.00</u>	Concurrent with state liquor license
	FSE-Liquor catering	\$30.00 <u>31.00</u>	Per event
	FSE-Temporary (bona fide nonprofit organization) with any spirituous, vinous or malt license and special entertainment	\$60.00 <u>62.00</u>	Per 2-day period

Location in Code	Description	Fee	Expiration Date
	FSE-Auditorium	\$535.00 556.00	Concurrent with State Liquor License
	FSE-Civic Auditorium	\$1,695.00 1,763	Concurrent with State Liquor License
Ch. 12, Art. VII	Operation of rendering facilities	250.00	September 30
Ch. 16	Massage establishment	\$60.00 62.00	September 30
	Combined massage establishment/massage therapist	\$50.00 52.00	
	Massage therapist	\$35.00 36.00	
	Conditional massage therapist	\$35.00 36.00	
Ch. 19, Art. II	Night Street Vendor (must also obtain FSE and street vendor)	\$200.00 208.00	
Ch. 19, Art. III	Transient sellers	\$100.00 104.00	December 31
Ch. 23, Art. II	Flea market seller	\$20.00 21.00	Last day of February
	Flea market Operator	\$50.00 52.00 \$225.00 234.00	Per day Annual/March 1st
	Secondhand dealer, junk dealer, pawnbroker ¹ (including used cars)	\$140.00 146.00	December 31

¹ Reflects city practice for junk dealers and pawnbrokers.

Location in Code	Description	Fee	Expiration Date
	<u>Junk collector</u>	<u>\$25.00</u>	<u>December 31</u>
Ch. 4, Art. IV	Gaming:		
	Beano	95.00	December 31
	Games of chance (application fee pursuant to section 15-6 only)		
Ch. 30, Art. III	Bicycle cabs	100.00, plus 20.00 per driver	January 31
Ch. 30, Art. III	Horse-drawn cabs	200.00, plus 20.00 per driver	April 30
Ch. 16	Massage establishment	60.00	September 30
	Combined massage establishment/massage therapist	50.00	
	Massage therapist	35.00	
	Conditional massage therapist	35.00	
Ch. 4, Art. III	Music, dancing and special entertainment:		
	Entertainment with dancing	485.00	Twelve months or concurrent with state liquor license or with any city license

Location in Code	Description	Fee	Expiration Date
	Entertainment without dancing	270.00	Twelve months or concurrent with state liquor license or with any city license
	After hours Entertainment	545.00	Twelve months Or concurrent with state liquor license or with any city license
	Dance hall	135.00	June 30
	Concert hall	135.00	June 30
	Single dance	35.00	Per dance
	Single concert	35.00	Per concert
Ch. 19, Art. II	Night Street Vendor (must also obtain FSE and street vendor)	\$200.00	--
Ch. 4, Art. V	Nudity in licensed businesses	1,350.00	June 30
Ch. 12, Art. VII	Operation of rendering facilities	250.00	September 30
Ch. 10, Art. VI	Sidewalk tanks and pumps	25.00	December 31
Ch. 23, Art. II	Secondhand goods:		

Location in Code	Description	Fee	Expiration Date
	Junk collector	25.00	December 31
	Secondhand dealer, junk dealer, pawnbroker ² (including used cars)	140.00	December 31
	Flea market Operator	50.00 225.00	Per day Annual/March 1st
Ch. 28, Art. VII	Valet Parking	\$250.00 260.00 per location	Twelve months
	Valet Parking Special Event Permit	\$50.00 52.00	
Ch. 28, Art. VIII	Wreckers and vehicle towing	\$255.00 265.00	June 30
Ch. 30, Art. II	Taxicabs and liveries:		
	Taxicab business license	300.00	April 30
	Livery business license	300.00	April 30
	Taxicab driver's license	75.00	April 30
	Taxi Replacement license	10.00	
	Livery driver's license	20.00	April 30
	Livery replacement license	10.00	

² Reflects city practice for junk dealers and pawnbrokers.

Location in Code	Description	Fee	Expiration Date
Ch. 30, Art. III	Bicycle cabs	<u>100.00, plus</u> <u>20.00 per</u> <u>driver</u>	<u>January 31</u>
Ch. 30, Art. III	Horse-drawn cabs	<u>200.00,</u> <u>plus 20.00 per</u> <u>driver</u>	<u>April 30</u>
Ch. 19, Art. III	Transient sellers	100.00	December 31
Ch. 28, Art. VII	Valet Parking	\$250.00 per location	Twelve months
	Valet Parking Special Event Permit	\$50.00	
Ch. 28, Art. VIII	Wreckers and vehicle towing	255.00	June 30

(b) Fees for licenses to be established by the city pursuant to state law shall be as follows:

Description	Fee	Expiration Date
Amusements, including images; pageantry; sleight of hand tricks; puppet shows; feats of balancing; wire dancing; personal agility; or dexterity	\$20.00 <u>21.00</u>	Per day
Billiards or pool, per table	\$30.00 <u>31.00</u>	Twelve months or concurrent with state liquor license or with any city license

Bowling alley, per establishment	\$85.00 <u>88.00</u>	April 30
Carnival (travelling amusement show)	\$110.00 <u>114.00</u>	Per day
Circus	\$165.00 <u>172.00</u>	Per day
Circus (bona fide nonprofit organization)	\$26.00 <u>25.00</u>	Per day
Going-out-of-business sale	\$95.00 <u>99.00</u>	--
Menageries	\$20.00 <u>21.00</u>	Per day
Merry-go-round or other rides, per type of ride	\$60.00 <u>62.00</u>	Per day
Merry-go-round or other rides, per type of ride	\$235.00 <u>244.00</u>	December 31
Motion picture theatres (other than open-air drive-in) operating more than six (6) months:		
Seating capacity 999 or less, per screen	\$270.00 <u>281.00</u>	June 30
Seating capacity 1,000 or more, per screen	\$445.00 <u>463.00</u>	June 30
Temporary--One (1) week or less	\$30.00 <u>31.00</u>	One week
Temporary--More than one (1) week but less than two (2) months	\$45.00 <u>47.00</u>	Two months
Temporary--More than two (2) months but less than six (6) months	\$70.00 <u>73.00</u>	Six months
Roller skating rink	\$150.00 <u>156</u>	June 30

| BE IT FURTHER ORDERED, that these fees shall be effective on
July 1, 2015 unless otherwise noted.

Description	Current Fee	Proposed Fee
Bottle clubs (must obtain FSE and special entertainment if applicable) (Chapter 3 Art. II):	\$860	\$895.00
Amusement devices (Chapter 4 Art. II):		
Amusement devices (other than pinball and adult amusements), per device	\$140	\$146.00
Pinball machines, per device	\$140	\$146.00
Adult amusement devices, per location	\$895	\$931.00
Music, dancing and special entertainment (Chapter 4 Art. III):		
Entertainment with dancing	\$485	\$504.00
Entertainment without dancing	\$270	\$281.00
After-hours Entertainment	\$545	\$567.00
Dance hall	\$135	\$140.00
Concert hall	\$135	\$140.00
Single dance	\$35	\$36.00
Single concert	\$35	\$36.00
Gaming (Chapter 4 Art. IV):		
Beano	\$95	\$99.00
Nudity in licensed businesses (Chapter 4 Art. V):	\$1,350	\$1,404.00
Food service establishments (FSE) (Chapter 11 Art. II):		
Temporary FSE:		
Reinspection fee for FSE	\$75	\$75.00 per reinspection
a. Unopened prepackaged food	\$85	\$89.00
b. Opened or nonprepackaged food	\$85	\$89.00
Mobile FSE (Chapter 19):		
a. pushcarts	\$295	\$307.00
b. Food Trucks	\$500	\$520.00
c. Base station (for all mobile FSE)	\$110	\$114.00
Street vendor cooler storage space – maximum of 7 sq. ft.	\$35 per 3.5 sq. ft. of space	\$36.00 per 3.5 sq. ft. of space
FSE-No food preparation on premises	\$165	\$172.00
FSE-With preparation limited to hot beverages only	\$135	\$135.00
FSE-With beer and wine take out	\$380	\$395.00
FSE/Community Kitchen - Food preparation on premises	\$420	\$437
FSE Community Kitchen User	\$100	\$104.00
FSE's with liquor:		
FSE-Class A lounge (Class X)	\$2,540	\$2,642.00
FSE-Class A restaurant (Class I)	\$1,715	\$1,784.00
FSE-Hotel (Class IA):		

Description	Current Fee	Proposed Fee
FSE-Class A restaurant/lounge (Class XI)	\$2,130	\$2,215.00
FSE-Qualified catering service (Class I)	\$1,715	\$1,784.00
Innholder-15 rooms or less	\$1,315	\$1,368.00
Innholder-16 to 40 rooms	\$1,765	\$1,836.00
Innholder-more than 40 rooms	\$2,050	\$2,132.00
FSE-Spirituos license (Class II)	\$560	\$582.00
FSE-Vinous license (Class III)	\$375	\$390.00
FSE-Malt license (Class IV)	\$755	\$785.00
FSE-Malt and vinous license (Classes III and IV combined)	\$830	\$863.00
FSE-Nonprofit club (Class IV with catering or Class V without catering)	\$675	\$702.00
FSE-Liquor catering	\$30	\$31.00
FSE-Temporary (bona fide nonprofit organization) with any spirituous, vinous or malt license and special entertainment	\$60	\$62.00
FSE-Auditorium	\$535	\$556.00
FSE-Civic Auditorium	\$1,695	\$1,763
Massage Establishments (Chapter 16):		
Massage establishment	\$60	\$62.00
Combined massage establishment/massage therapist	\$50	\$52.00
Massage therapist	\$35	\$36.00
Conditional massage therapist	\$35	\$36.00
Night Street Vendor (must also obtain FSE and street vendor) (Chapter 19 Art. II):	\$200	\$208.00
Transient sellers (Chapter 19 Art. III):	\$100	\$104.00
Secondhand Goods (Chapter 23 Art. II):		
Flea market seller	\$20	\$21.00
Flea Markets (per day)	\$50	\$52.00
Operator (annual)	\$225	\$234.00
Secondhand dealer, junk dealer, pawnbroker (including used cars)	\$140	\$146.00
Junk collector	\$25	\$25.00
Valet Parking (Chapter 28, Article VII)	\$250.00	\$260.00
Valet Parking Special Event	\$50.00	\$52.00
Wreckers and Vehicle Towing (Chapter 28 Art. VIII):	\$255	\$265.00

FY16 REVENUE FEE SCHEDULE CHANGE

Department: 1200 City Clerk

<u>Account #</u>	<u>Revenue Description</u>	<u>FY15 Current Fee</u>	<u>FY16 Proposed Fee</u>
100-1200-322.00-00	Chapter 15 Sec.15-12 (a) & (b) Fees:		
	Bottle Clubs	860.00	895.00
	Amusement Devices(other than pinball/adult amusements)	140.00	146.00
	Adult Amusement Devices/Establishment	895.00	931.00
	Pinball Machines	140.00	146.00
	Entertainment W/Out Dance	270.00	281.00
	Entertainment With Dance	485.00	504.00
	After Hours Entertainment	545.00	567.00
	Dance Hall/ Concert Hall	135.00	140.00
	Concert / Dance (Single)	35.00	36.00
	Beano	95.00	99.00
	Nude Activity	1,350.00	1,404.00
	FSE Temp Food Service Permit	85.00	89.00
	Pushcart	295.00	307.00
	Food Truck	500.00	520.00
	Base Station	110.00	114.00
	Pushcart-Cooler Storage	35.00	36.00
	Night Vendor	*200.00	208.00
	Transient Sales	100.00	104.00
	FSE W/Out Prep	165.00	172.00
	FSE W/Prep	420.00	437.00
	Beer/Wine Takeout	380.00	395.00
	Community Kitchen	420.00	437.00
	Community Kitchen User(Fee included with FSE)	100.00	104.00
	Class A Lounge	2,540.00	2,642.00
	Class I FSE	1,715.00	1,784.00
	Class I-A FSE Inn 0-15	1,315.00	1,368.00
	Class I-A FSE Inn 16-40	1,765.00	1,836.00
	Class I-A FSE Inn 41+	2,050.00	2,132.00
	Class II FSE (Spirits)	560.00	582.00
	Class III & IV (Beer&Wine)	830.00	863.00
	Class III FSE (Wine Only)	375.00	390.00
	Class IV FSE (Beer)	755.00	785.00
	Class IV/V Non-Profit	675.00	702.00
	Class XI Rest / Lounge	2,130.00	2,215.00
	Liquor Catering Permit Off Premises	30.00	31.00
	Non-profit 2-day Liquor Permit	60.00	62.00
	FSE Auditorium	535.00	556.00
	FSE Civic Auditorium	1,695.00	1,763.00
	Massage Establishment	60.00	62.00
	Massage Estab / Therapst	50.00	52.00

*Revised: 03/24/15

FY16 REVENUE FEE SCHEDULE CHANGE

Department: 1200 City Clerk

Account #	Revenue Description	FY15 Current Fee	FY16 Proposed Fee
100-1200-322.00-00	Chapter 15 Sec.15-12 Fees:		
Cont. from previous page....			
	Massage Therapist	35.00	36.00
	Second Hand Dealer	140.00	146.00
	Flea Market Seller	20.00	21.00
	Flea Market Operator (Annual)	225.00	234.00
	Flea Market Operator (per Day)	50.00	52.00
	Towing Company	255.00	265.00
	Valet Parking per location	250.00	260.00
	Valet Parking special event fee	50.00	52.00
	Operation of Rendering Facility	250.00	260.00
	Amusements (per Day)	20.00	21.00
	Pool Tables (Non-Mechanical)	30.00	31.00
	Bowling Alley	85.00	88.00
	Carnival Per Day	110.00	114.00
	Circus Per Day Profit	165.00	172.00
	Circus Per Day Non-Profit	25.00	26.00
	Merry-Go-Round Per Day	60.00	62.00
	Merry-Go-Round (Annual)	235.00	244.00
	Menageries	20.00	21.00
	Theatre Less Than 999	270.00	281.00
	Theatre Greater Than 999	445.00	463.00
	Temp. Theatre 1 week or less	30.00	31.00
	Temp. Theatre less than 2 months	45.00	47.00
	Temp. Theatre 2-6 months	70.00	73.00
	Skating (Roller Rink)	150.00	156.00
	Closing Out Sale	95.00	99.00

Section: Additional revenue generated with proposed increase
\$47,810

*Revised: 4/29/2015

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

Order 247-14/15
~~Tab 15 5-4-15~~
Tab 24 5-18-15
DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 25, ARTICLE II. DIVISION 2. PERMITS
Re: Street and Sidewalk Occupancy Permit**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

*That Chapter 25, Article II, Section 25-27 of the
Portland City Code is hereby amended by adding a new
section as follows:*

Sec. 25-27. Fees.

(a) The following fees are hereby established for the
issuance of a revocable street and sidewalk occupancy permit:

- (1) Objects other than portable signs, including but not
limited to tables, chairs, barricades and bollards,
eighty-five~~eight~~ dollars (\$~~85~~88.00) for one (1) fiscal
year or any portion thereof;
- (2) Portable signs, twenty-five dollars (\$25.00) plus
twenty cents (\$0.20) per square foot of signage.
Square footage is calculated pursuant to section
14-369(b) of the land use ordinance. Permits remain
valid until there is a change:
 - a. In the sign dimensions; or
 - b. In the use, lessee or ownership of the business
causing a change in the business name, design or
dimensions.
- (3) Vehicles, equipment, or construction materials,
fifteen dollars (\$15.00) per day or any portion
thereof;
- (4) Use of city property (including but not limited to
festivals, events, promotions, demonstrations,
parades, marches, road races, walkathons, fundraisers,

press conferences, rallies, protests, sampling, poll taking, banners and public displays), fee as provided by annual order of the city council;

- (5) Use of streets, ways or public places by street goods vendors as defined in Section 19-16 for purposes of vending, ~~thirty-five~~six dollars (\$~~35~~36.00) per day or any portion thereof;
- (6) Permit to Portland's Downtown District or similar organization/business to hold events on not less than twenty-four (24) hours' notice to the city manager, within area or areas designated in permit, one hundred dollars (\$100.00) per fiscal year or any portion thereof;
- (7) Location of dumpster on city-owned property, except as part of a street festival or other special event declared by the city council, two hundred twenty-five dollars (\$225.00) per fiscal year or any portion thereof.

(b) The following fees are hereby established for the issuance of a revocable outdoor dining permit:

- (1) Outdoor dining on streets, sidewalks or other public ways, eighty dollars (\$80.00) plus two dollars (\$2.00) per square foot of dining area per fiscal year or any portion thereof.
- (2) Outdoor dining in parks, eighty dollars (\$80.00) plus six dollars (\$6.00) per square foot of dining area per fiscal year or any portion thereof. In no instance shall the total square footage of dining area equal more than 10% of park space, unless the applicant receives a waiver from the director of parks and recreation or his or her designee. For the purposes of this section, the area abutting the buildings which border Monument Square and extending ten (10) feet from the façade of said buildings shall be considered a sidewalk. The ten (10) foot area shall be measured from that portion of the façade that protrudes furthest into the sidewalk. The area beyond the ten (10) foot sidewalk shall be considered park space.

BE IT FURTHER ORDERED, that these fees shall be effective on July 1, 2015 unless otherwise noted.

FY16 REVENUE FEE SCHEDULE CHANGE

Department: 1200 City Clerk

<u>Account #</u>	<u>Revenue Description</u>	<u>FY15 Current Fee</u>	<u>FY16 Proposed Fee</u>
100-1200-322.00-00	Chapter 25 Sec.25-27 (10) & (5) Streets & Sidewalks Fees:		
	Sidewalk Permit (fiscal year or any portion thereof)	85.00	88.00
	Street Goods Vendor (per day or any portion thereof)	35.00	36.00

Projection:

Additional revenue generated with proposed increase
\$424.00

*Revised: 03/24/15

Order 248-14/15
~~Tab 16 5-4-15~~
Tab 25 5-18-15

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 28. TRAFFIC AND MOTOR VEHICLES
ARTICLE VII - VALET PARKING, SECTION 273
Re: Valet Parking Fees**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. That Chapter 28, Article VII, Section 273 of the
Portland City Code is hereby amended to read as follows:

Sec. 28-273. Fees; exceptions.

(a) *Issuance fees.* Applications for yearly valet permits shall be accompanied by an annual nonrefundable fee of two hundred and ~~fifty~~sixty dollars (\$250260.00) per location. Each location shall only include two (2) parking spaces approved by the Transportation Systems Engineer, whose decision shall be final.

(b) *Special event fee.* Application for a special event permit shall be accompanied by a nonrefundable fee of ~~fifty~~sixty dollars (\$5060.00) provided that the clerk's office has received ten (10) days' notice prior to such event.

(c) *Application fees.* Except as expressly provided, all applications for original permits, shall be accompanied by an issuance fee and an administrative fee of thirty-five dollars (\$35.00) to defray the cost of processing the application. All applications for renewal of licenses shall be accompanied by the fees for issuance and an administration fee of twenty-five dollars (\$25.00). The latter fee shall be refundable if the application is denied.

(d) *Late fees.* An additional fee of ten dollars (\$10.00) shall be charged for issuance of any permit after expiration of the prior permit.

BE IT FURTHER ORDERED, that these fees shall be effective on
July 1, 2015 unless otherwise noted.

FY16 REVENUE FEE SCHEDULE CHANGE

Department: 1200 City Clerk

<u>Account #</u>	<u>Revenue Description</u>	<u>FY15 Current Fee</u>	<u>FY16 Proposed Fee</u>
100-1200-322.00-00	Chapter 28 Sec.28-273 (a) & (b) Valet Parking Fees:		
	Valet Parking (per location)	250.00	260.00
	Special Event Fee	50.00	52.00

Projection:

**Additional revenue generated with proposed increase
\$30.00**

*Revised: 03/24/15

Order 249-14/15
~~Tab 17 54-15~~
Tab 26 5-18-15

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 25, STREETS, SIDEWALKS AND OTHER PUBLIC PLACES
ARTICLE VII. EXCAVATIONS, SECTION 25-119
Re: Excavator License Fee**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

*That Chapter 25, Article VII, Section 25-119 of the
Portland City Code is hereby amended to read as
follows:*

Sec. 25-119. Excavator license.

No person or utility shall excavate in a public place without holding a valid excavator's license and obtaining a street opening permit as provided in division 2 of this article, for such work from the city. The public works authority shall issue the excavator's license upon receipt of an application therefor and the annual license fee of ~~\$595.00~~ \$596.00, after having satisfied himself or herself of the competency and ability of the applicant to carry on the business of excavating. Persons or utilities without a previous work history with the city may be required at the discretion of the director to submit references from responsible municipal officials from other municipalities. No person or utility possessing such license shall allow his or her name to be used by any person or utility, directly or indirectly, either to obtain a permit or to do any work under this license; provided, however, that nothing herein shall be construed to prohibit a licensed excavator from doing such work through an authorized agent or employee who is directly and continuously supervised by him while in the performance thereof. A license issued to an excavator may be revoked after notice and hearing, if it is determined by the city that the licensed excavator has willfully disobeyed any portion of this article or the rules and regulations.

BE IT FURTHER ORDERED, that this fee shall be effective on July 1, 2015 unless otherwise noted.

FY16 REVENUE FEE SCHEDULE CHANGE

Department Public Services/Street Openings

			FY16
<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
247-3100-320-02-00	Street Opening License (ord chapter 25-119)	\$595.00	\$596.00

Prepared: 04/21/2015

MICHAEL F. BRENNAN (MAYOR)
KEVIN J. DONOGHUE (1)
DAVID A. MARSHALL (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

*Order 250-14/15
Tab 18 5-4-15
Tab 27 5-18-15*

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
CHAPTER 24 SEWERS
ARTICLE IV. SEWER USE CHARGES
RE: SEWER USER CHARGES**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. That Chapter 24, Section 24-72 of the Portland City Code is hereby amended to read as follows:

Sec. 24-72. Sewer user charges.

(a) *Applicability.* There are levied upon all parcels of land charges for cost of treatment of wastewater and for the operation and maintenance of the wastewater system.

(b) *Billing.* Bills for all charges under this article may be sent to the record owner, or to the person requesting water service. Bills shall be sent to each such owner or person every month, except that persons billed quarterly or seasonally by the Portland Water District for water service may be billed quarterly or seasonally for all charges under this article. All payments shall be credited against the oldest outstanding bill sent to such owner or person. Any payments made to the Portland Water District or its agents, which do not indicate to which account they are to be applied, shall be applied as provided by contract between the city and the Portland Water District.

Bills shall contain an amount for sewer user charges, and if delinquent as provided in section 1-16 of this Code, shall include charges for interest to be computed in the same manner as provided for real estate taxes.

(c) *Computation.* The user charges shall be computed in accordance with the following schedule, as from time to time amended, which shall be sufficient to meet costs of the eligible purposes for which such charges may be used. ~~For user charges under this section for both dwelling units and commercial units, billed for water used after July 1, 2013 the foregoing rate shall be eight-nine dollars and eighty-one-seventy cents~~

~~(\$8.819.70)~~ per hundred cubic feet of volume for connected parcels of land. Beginning January 1, 2016, user charges under this section for both dwelling units and commercial units shall be eight dollars and twenty cents (\$8.20) per hundred cubic feet of volume for connected parcels of land. The user charge for developed but unconnected parcels of land shall be one dollar and seventy-one cents (\$1.71) per hundred cubic feet of volume. Each metered billing unit shall have a minimum charge of at least one hundred (100) cubic feet per month.

(d) *Purposes for which charges may be used.* Charges and assessments made under this article shall be used consistently with 33 U.S.C.A. § 1281 et seq., and applicable federal regulations for the following purposes:

- (1) To defray the current expenses of operating and maintaining the wastewater system, including any assessment made by the Portland Water District;
- (2) To pay the interest and repay the principal on any outstanding or future indebtedness of the city for construction of sewers heretofore or hereafter constructed within the city;
- (3) To reimburse the city for the cost of computation, billing and enforcement of such charges.

(e) *Collection.* Charges assessed pursuant to this section shall be enforceable pursuant to section 1-16 of this Code.

(f) *Disconnection for nonpayment of charges.* The Portland Water District shall disconnect sewer users with unpaid sewer use charges according to the same terms and procedures used to disconnect water users with unpaid water use charges.

BE IT FURTHER ORDERED, that these fees shall be effective on July 1, 2015 unless otherwise noted.

RELATED ORDINANCE AMENDMENT:

**Order 253-15/16
(Tab 28)**

Amendment to Portland City Code Re: Various Fee Increases for Fiscal Year 2017 - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Chair.

Part 1 adds the following new fee in Chapter 10 §18:

Chapter 10	Description	Current Fee	Proposed Fee
<i>Sec. 10-18</i>	Amendments:		
(c)	Tier II Hazardous Materials	NA	\$250

Part 2 amends the fees in Chapter 14 §§54, 465, 530 and 677 as follows:

Chapter 14	Description	Current Fee	Proposed Fee
<i>Sec. 14-54</i>	<i>Zone change / zone map fees:</i>		
(a) (1)	Zoning Map Amendments:	\$2,000	\$3,000
(a) (2)	Zoning Text Amendments:	\$2,000	\$3,000
(a) (3)	Combination Zoning Map and Text Amendments:	\$3,000	\$4,000
(a) (4)	Conditional Rezoning:	\$3,000	\$5,000

Chapter 14	Description	Current Fee	Proposed Fee
<i>Sec. 14-465</i>	Zoning Determination Fee:	\$150	\$250

Chapter 14	Description	Current Fee	Proposed Fee
<i>Sec. 14-530</i>	<i>Development review fees and post approval requirements:</i>		
(a)	<i>Development Review Fees:</i>		
(a) (4)	<i>Site Plan Review Expenses:</i>		
(a) (4) (d)	<i>Level III: Site Plan</i>		
(a) (4) (d) (i)	Level III Site Plan Review Under 50,000 SF:	\$500	\$750

(a) (4) (i)	<i>Fee for Development Review Services</i>		
(a) (4) (i) (i)	Planning fee per hour	\$40	\$50
(a) (4) (j)	<i>State Delegated Review Fees</i>		
(a) (4) (j) (i)	Site Location of Development, except for residential projects which will be \$200 per lot.	\$3,000	\$3,500
(a) (4) (j) (ii)	Traffic Movement Permit:	\$1,000	\$1,500
(a) (4) (l)	<i>Inspection Fees, as required in Section 14-530 (b) (5)</i>		
(a) (4) (l) (i)	Level I: Site Alteration, Level II and Level III: 2% of the performance guarantee or as assessed by Planning or Public Works Engineer (...at \$) an hours with minimum inspection fee of \$300 Level I: Minor Residential Inspection Fee \$100 (flat fee).	\$45	\$50

Chapter 14	Description	Current Fee	Proposed Fee
<i>Sec. 14-677</i>	<i>Costs:</i>		
<i>(a)</i>	<i>Project Review</i>		
(a) (1)	Administrative Review:	\$50	\$65
(a) (2)	Historical Preservation board review	\$100	\$125

Part 3 amends the Sewer user charge.

The proposed sewer rate for January 1, 2017 is \$9.35 per hundred cubic feet.

For the average 2-person household (estimated usage 4.3 HCF per month) this is an increase of \$20.64 annually from the 2016 rates.

Part 4 amends the street opening excavator license fee from \$500 annually to \$1,000 annually.

Chapter 25 §133	Description	Current Fee	Proposed Fee
25 §133 (b)	Excavations during winter:	\$500	\$1,000

This item must be read on two separate days. It was given a first reading on May 2. Five affirmative votes are required for passage after public comment.

**Order 253A
(Tab 29)**

**Order Requiring India Street Health Center and Portland Community Health Center Patients Involvement in Transition Planning –
Sponsored by Councilor Justin Costa.**

This order requires that two (2) patients from the India Street Health Center and two (2) patients from the Portland Community Health Center, as chosen and appointed by the respective Centers, shall be involved in the planning of the transition of services from the India Street Health Center to the Portland Community Health Center.

Five affirmative votes are required for passage after public comment.

**Order 253B
(Tab 30)**

Order Requiring Quarterly Briefings on the Transition of Services from the India Street Health Center to the Portland Community Health Center – Sponsored by Councilor Jill C. Duson.

This order requires that City Manager or his/her designee provide quarterly briefings to the Health and Human Services Committee on the transition of services from the India Street Health Center to the Portland Community Health Center.

Five affirmative votes are required for passage after public comment.

APPROPRIATION RESOLVE:

**Order 254-15/16
(Tab 31)**

Fiscal Year 2016-2017 Appropriation Resolve - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr., Chair.

This item brings forward the Appropriation Resolve for FY2017 for action by the City Council.

The Resolve contains the Finance Committee's recommended budget for FY2017 for general municipal purposes in the amount of \$236,271,786. In addition it contains the Finance Committee's recommended budget for FY2017 for school purposes.

FY17 REVENUE FEE SCHEDULE CHANGE

Department: Parking

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY17 Proposed Fee</u>
100-1803-364-01-00	Garages, Lots, Meters / Elm Street Garage Hourly Parking	\$1.75	\$2.00
100-1804-364-01-00	Garages, Lots, Meters / Spring Garage Hourly Parking	\$1.75	\$2.00
100-1803-364-02-00	Garages, Lots, Meters / Elm Street Garage Monthly Parking	\$110.00	\$120.00
100-1804-364-02-00	Garages, Lots, Meters / Spring Street Garage Monthly Parking	\$110.00	\$120.00
100-1801-364-06-00	Garages, Lots, Meters/ Angelo's Acre Daily Rate	NA	\$5.00

Revised: 04/07/16

FY17 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department Public Works/Street Openings

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY17 Proposed Fee</u>
247-3100-321-03-00	Street Opening Permits:		
	1. Street opening permit	\$295.00	\$360.00
	2. Combo permit	\$295.00	\$360.00
	3. Sidewalk opening permit	\$206.50	\$252.00
	4. Esplanade/other permit	\$147.50	\$180.00
247-3100-321-06-00	Permanent Pavement Restoration	\$ 45.00	\$ 55.00

Prepared: 02/18/2016

DEPARTMENT OF PARKS, REC. & FACILITIES MANAGEMENT

Recreation Division

FY '17 REVENUE FEE SCHEDULE CHANGE

Account #	Revenue Description	FY16 Proposed Fee	FY17 Proposed Fee
Camp Fees			
100-3314-347-10-00	Camp Play All Day (K - 1st grade), per week	\$162.50	\$162.50
100-3314-347-10-00	Camp Play All Day (K - 1st grade), all summer	\$1,000.00	\$1,000.00
100-3314-347-10-00	Camp Xperience (2nd & 4th grade), per week	\$175.00	\$175.00
100-3314-347-10-00	Camp Xperience (2nd & 4th grade), all summer	\$1,100.00	\$1,100.00
100-3314-347-10-00	Camp Xtreme (5th grade - 7th grade), per week	\$200.00	\$200.00
100-3314-347-10-00	Camp Xtreme (5th grade - 7th grade), all summer	\$1,300.00	\$1,300.00
Before and After The Bell Program Fees*			
100-3314-347-20-00	Before and After the Bell Combination	\$94.00	\$94.00
100-3314-347-20-00	After School Program, per week	\$69.00	\$69.00
100-3314-347-20-00	Before School Program, per week	\$25.00	\$25.00
100-3314-347-20-00	Registration - One Time fee	\$25.00	\$25.00
Community Center Fees			
Community Center Gyms (for profit):			
100-3314-363-00-00	East End, Riverton Adult Resident per Hour	\$77.00	\$80.00
100-3314-363-00-00	East End, Riverton Adult Non Resident per Hour	\$82.00	\$85.00
100-3314-363-00-00	East End, Riverton Adult additional hourly (Res & Non)	\$30.00	n/a
100-3314-363-00-00	East End, Riverton Youth Hourly	\$17.00	\$25.00
100-3314-363-00-00	Reiche Adult Resident per Hour	\$52.00	\$60.00
100-3314-363-00-00	Reiche Adult Non-Resident per Hour	\$57.00	\$85.00
100-3314-363-00-00	Reiche Adult additional hourly (Res & Non)	\$20.00	n/a
100-3314-363-00-00	Reiche Youth Hourly	\$12.00	\$12.00
Community Center Gyms (non Profit):			
100-3314-363-00-00	East End, Riverton Portland Non-profit per hour	\$32.00	\$40.00
100-3314-363-00-00	East End, Riverton Non Portland per hour	\$37.00	\$45.00
100-3314-363-00-00	East End, Riverton additional hourly (Portland and Non Portland)	\$20.00	n/a
100-3314-363-00-00	Reiche Portland non-profit 1st hour	\$27.00	\$30.00
100-3314-363-00-00	Reiche Non Portland non profit 1st hour	\$32.00	\$35.00
100-3314-363-00-00	Reiche additional hourly (Portland and Non Portland)	\$15.00	n/a
Community Center Room Rental:			
100-3314-363-00-00	Large Recreation Community Center Room hourly	\$32.00	\$40.00
100-3314-363-00-00	Small Recreation Community Center Room hourly	\$17.00	\$25.00
100-3314-363-00-00	Recreational Staff fees if needed hourly rate	\$22.00	\$25.00
100-3314-363-00-00	School Custodial fees if needed hourly rate three hour minimum	\$27.00	\$81.00

* Program Title Change: Previously Titled "Before & After School Program"

DEPARTMENT OF PARKS, REC. & FACILITIES MANAGEMENT
Ice Arena
FY '17 REVENUE FEE SCHEDULE CHANGE

Account #	Revenue Description	FY16 Current Fee	FY17 Proposed Fee
Services			
100-3307-346-20-00	Skate Sharpening - Hockey Skates	\$5.00	\$6.00
100-3307-346-20-00	Skate Sharpening - Figure Skates	\$6.00	\$7.00
100-3307-346-20-00	Skate Sharpening - Radius	\$15.00	\$20.00
100-3307-346-20-00	Skate Sharpening - Flat Bottom	NA	\$10.00
100-3307-346-20-00	Skate Sharpening - Custom Sharpening	NA	\$12.00
100-3307-346-20-00	Skate Rentals - All Users	\$2.00	\$2.00
Ice Rentals			
100-3307-346-50-00	Public Skating, per Session - Adults	\$5.00	\$5.00
100-3307-346-50-00	Public Skating, per Session - Youth & Seniors	\$3.00	\$3.00
100-3307-346-50-00	Hourly Ice Rental - Resident	\$210.00	\$210.00
100-3307-346-50-00	Hourly Ice Rental - Non Resident	\$225.00	\$225.00
100-3307-346-50-00	Hourly Ice Rental - 9:00 pm - 6:00 am - All Users	\$205.00	\$205.00
100-3307-346-50-00	Hourly Ice Rental - Portland Public Schools	\$180.00	\$180.00
100-3307-346-50-00	Hourly Ice Rental - Cheverus High School	\$185.00	\$185.00
100-3307-346-50-00	Hourly Ice Rental - Non-Resident Schools	\$190.00	\$190.00
ISIA Group Skating Lessons - 9 week sessions			
100-3307-346-50-00	- Tots (4 & 5 years)-Resident	\$68.00	\$68.00
100-3307-346-50-00	- Tots (4 & 5 years) Non-Resident	\$78.00	\$78.00
100-3307-346-50-00	- Pre-Alpha through Gamma-Resident	\$95.00	\$95.00
100-3307-346-50-00	- Pre-Alpha through Gamma-Non-Resident	\$105.00	\$105.00
100-3307-346-50-00	- Delta & Freestyle-Resident	\$105.00	\$105.00
100-3307-346-50-00	- Delta & Freestyle-Non-Resident	\$115.00	\$115.00
100-3307-346-50-00	- Open Freestyle Practice-Resident	\$77.00	\$77.00
100-3307-346-50-00	- Open Freestyle Practice-Non-Resident	\$87.00	\$87.00
Figure Skating Lessons - per session			
100-3307-346-50-00	- Pre-Registered	\$11.00	\$11.00
100-3307-346-50-00	- Walk-on	\$12.00	\$12.00

Order 253-15/16
~~Tab 26 5-2-16~~
Tab 28 5-16-16

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
EDWARD J. SUSLOVIC (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
JON HINCK (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
Re: VARIOUS FEE INCREASES FOR FISCAL YEAR 2017**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. That Section 10-18 is hereby amended to read as follows:

Sec. 1018. Amendments.

The Fire Prevention Code adopted by section 1016 is amended, modified and deleted in the following respects:

(a) Section 1.10 (Board of Appeals); delete.

...

(c) Section 1.12.7 is amended to read as follows:

...

Permit	Fire Prevention Code Section	Permit Fee
Application for Flammable Finishes	1.12.7	\$166.00 (D)
Bulk Waste Storage	1.12.7	\$166.00 (D)
Certificate of Fitness for Fire Alarm Service and Installation Company	1.12.7	\$250.00 each
Cutting and Welding (Permanent Facilities)	1.12.7	\$62.00 (D)

Dry Cleaning Plants	1.12.7	\$62.00 (D)
Fire Alarm Inspections Sticker	1.12.7	\$20.00 each
Fireworks Display	1.12.7	\$141.00**
Flammable or combustible liquids, other than motor fuel dispensing	1.12.7	\$166.00* (D)
Hazardous materials	1.12.7	\$62.00 (D)
<u>Tier II Hazardous Materials</u>	<u>1.12.7</u>	<u>\$250.00 (D)</u>
Hot work (Temporary)	1.12.7	\$25.00
Motor Fuel Dispensing and Refueling	1.12.7	\$166.00 (D)
Special Type Dispensing Systems, other than Flammable or Combustible Liquids	1.12.7	\$166.00 (A) (D)
Repair Garages and Service Stations	1.12.7	\$166.00 (D)
Woodworking and Lumber Storage Plants	1.12.7	\$104.00 (D)

(A) License from city clerk required, see: Private and Special Laws of 1917, Chapter 160.

(B) Imposed by state statutes.

(C) Building permit required.

(D) Application and license issued through City Clerk's

office after Fire Department review.

**Equal to fee charged by state

...

2. That Sections 14-54, 14-465, 14-530 and 14-677 are hereby amended to read as follows:

Sec. 1454. Zone change/zone map fees.

(a) One or more of the following fees will be charged by the city for applications for changes of zone according to the following major zoning classifications and pertinent data relating to the specific zone change:

(1) Zoning Map Amendments: ~~\$2,000.00~~ \$3,000.00

(2) Zoning Text Amendments: ~~\$2,000.00~~ \$3,000.00

(3) Combination Zoning Map and Text Amendments: ~~\$3,000.00~~ \$4,000.00

(4) Conditional Rezoning: ~~\$3,000.00~~ \$5,000.00

(5) Applicant shall pay a fee to cover the professional and administrative costs for review and analysis associated with the zoning amendment, including but not limited to planning, legal, engineering or other services. The fee shall be based on the hours of review and processing time and prevailing hourly rate for reimbursement of city costs. The city shall periodically invoice the applicant for such costs incurred by the city, which invoice shall be paid promptly by the applicant.

...

Sec. 14-465. Zoning Determination Fee.

Upon request of any person and payment of a ~~\$150.00-250.00~~ fee, the building authority shall issue a written decision, determination or interpretation regarding the zoning code. The fee shall not apply to any such decision, determination or interpretation made in regard to a single-family residence which is owned and occupied by the person making the request.

...

Sec. 14-530. Development review fees and post approval requirements.

(a) *Development Review Fees.*

1. Payment of fees and costs: Prior to the issuance of permits of any kind or the release of a signed subdivision plat for recording for any project whose permit fee is governed by this ordinance, all current charges due under this ordinance shall be paid and the developer must otherwise be in compliance with the provisions of the City Code.

...

4. *Site Plan Review Expenses.*

- | | | |
|----|----------------------------------|-----------------------------|
| a. | Level I: Minor Residential | \$300(flat fee) |
| b. | Level I: Site Alteration | \$200 |
| c. | Level II: Site Plan | \$400 |
| d. | Level III: Site Plan | |
| | i. Under 50,000 sf | \$500 <u>750</u> |
| | ii. 50,000-100,000 sf | \$1,000 |
| | iii. 100,000-200,00 sf | \$2,000 |
| | iv. 200,000-300,000 sf | \$3,000 |
| | v. Over 300,000 sf | \$5,000 |
| | vi. Parking lots over 100 spaces | \$1,000 |

...

- i. Fee for Development Review Services
 - i. Planning fee per hour ~~\$40~~50
 - ii. Legal fee per hour \$75
 - iii. Third-party Review Fees assessed by the Third Party Professional

j. State Delegated Review Fees

i. Site Location of Development ~~\$3,000~~3,500,
except for —residential projects which
will be \$200 per lot.

ii. Traffic Movement Permit ~~\$1,000~~1,500

iii. Stormwater Quality Permit \$250

k. Performance Guarantee

1. As required in Section 14-530 (b) (4).

l. Inspection Fees, as required in Section 14-530
(b) (5)

i. Level I: Site Alteration, Level II and Level
III: 2% of the performance guarantee or as
assessed by Planning or Public Works
Engineer at ~~\$45~~50 an hour with minimum
inspection fee of \$300 Level I: Minor
Residential Inspection Fee \$100 (flat
fee).

m. Street vacation \$2,000

...

Sec. 14677. Costs.

Any project may be subject to one or more of the following
fees:

(a) Project Review.

1. Administrative review, ~~\$50.00~~65.00.

2. Historic Preservation board review: ~~\$100.00~~125.00.

3. Historic preservation board review for projects
involving new construction or building additions
exceeding 1000 square feet or comprehensive
rehabilitation or redesign of existing structures:
\$750.00.

...

3. That Section 24-72 is hereby amended to read as follows:

Sec. 2472. Sewer user charges.

(a) *Applicability.* There are levied upon all parcels of land charges for cost of treatment of wastewater and for the operation and maintenance of the wastewater system.

(b) *Billing.* Bills for all charges under this article may be sent to the record owner, or to the person requesting water service. Bills shall be sent to each such owner or person every month, except that persons billed quarterly or seasonally by the Portland Water District for water service may be billed quarterly or seasonally for all charges under this article. All payments shall be credited against the oldest outstanding bill sent to such owner or person. Any payments made to the Portland Water District or its agents, which do not indicate to which account they are to be applied, shall be applied as provided by contract between the city and the Portland Water District.

Bills shall contain an amount for sewer user charges, and if delinquent as provided in section 116 of this Code, shall include charges for interest to be computed in the same manner as provided for real estate taxes.

(c) *Computation.* The user charges shall be computed in accordance with the following schedule, as from time to time amended, which shall be sufficient to meet costs of the eligible purposes for which such charges may be used. ~~For user charges under this section for both dwelling units and commercial units, the rate shall be nine dollars and seventy cents (\$9.70) per hundred cubic feet of volume for connected parcels of land.~~ Beginning From January 1, 2016, user charges under this section for both dwelling units and commercial units shall be eight dollars and twenty cents (\$8.20) per hundred cubic feet of volume for connected parcels of land. Beginning January 1, 2017, user charges under this section for both dwelling units and commercial units shall be nine dollars and thirty-five cents (\$9.35) per hundred cubic feet of volume for connected parcels of land. The user charge for developed but unconnected parcels of land shall be one dollar and seventy-one cents (\$1.71) per hundred cubic feet of volume. Each metered billing unit shall have a minimum charge of at least one hundred (100) cubic feet per month.

...

4. That Section 25-133 is hereby amended to read as follows:

Sec. 25133. Excavations during winter.

(a) No person or utility shall be granted a street opening permit or open any paved area from the time of November fifteenth of each year to April fifteenth of the following year unless an emergency or special condition exists and permission is obtained in writing from the city.

(b) Any person or utility wishing to obtain a street opening permit between these aforementioned dates shall first explain fully in writing the emergency situation or special condition existing to the city before a permit application will be considered for approval. If an emergency condition which could endanger life or property exists, excavation work shall not be delayed by this section; however, a written explanation shall be delivered to the city as part of the street opening permit application made in accordance with \$25-128. In the rare event that a non-emergency permit is issued between the aforementioned dates for an excavation into a paved area, a moratorium surcharge of ~~five hundred~~ one thousand dollars (~~\$500.00~~1,000.00) will be added to the regular permit fee. This moratorium surcharge may be waived by the director if specific weather conditions exist and paved area restorations are in compliance with normal construction season standards, as described in the rules and regulations.

and CBITD, the Excess Fund, as defined in the agreement, is accumulated and held until such time as the Council may appropriate amounts for purposes outlined in the agreement. CBITD has requested \$185,000, to be used in providing a local match, for Phase 2 of the Casco Bay Island Transit District's (CBITD) ferry terminal renovations. This is permissible under the agreement as CBITD has first priority to request usage of available funds for their capital costs associated with public transportation in the City.

This item must be read on two separate days. It was given a first reading on May 1st. Five affirmative votes are required for passage after public comment.

RELATED ORDINANCE AMENDMENT:

**Order 245-16/17
(Tab 25)**

Amendment to Portland City Code Re: Various Fee Increases for Fiscal Year 2018 - Sponsored by Jon P. Jennings, City Manager.

Part 1 amends the following fees in **Chapter 14** in §14-530:

Chapter 14	Description	Current Fee	Proposed Fee
<i>Sec. 14-530</i>	<i>Development review fees and post approval requirements:</i>		
(a)	<i>Development Review Fees:</i>		
(a) (4)	<i>Site Plan Review Expenses:</i>		
(a) (4) (i)	<i>Fee for Development Review Services</i>		
(a) (4) (i) (i)	<i>Planning fee per hour</i>	\$50	\$52
(a) (4) (l)	<i>Inspection Fees, as required in Section 14-530 (b) (5)</i>		

(a) (4) (l) (i)	Level I: Site Alteration, Level II and Level III: 2% of the performance guarantee or as assessed by Planning or Public Works Engineer (...at \$) an hours with minimum inspection fee of \$300 Level I: Minor Residential Inspection Fee \$100 (flat fee).	\$50	\$52
------------------------	---	-------------	-------------

Part 2 amends the Sewer user charge in Chapter 24, in §24-72.

The proposed sewer rate for July 1, 2017 is \$9.65 per hundred cubic feet (hcf), up from the January 1, 2017 rate of \$9.35 hcf.

Part 3 adds the following new fees in Chapter 25, in §25-27.

Chapter 25 RE: §25-27	Description	Current Fee	Proposed Fee
Violations			
	Failure to Obtain a Street Occupancy Permit	NA	\$75/day
	Non-Compliance: Failure to Follow an Approved Management Plan for Vehicle Traffic and / or Pedestrian Detours	NA	\$50/day

Part 4 amends the following fee in Chapter 28, in §28-86:

Chapter 28	Description	Current Fee	Proposed Fee
Sec. 28-86	Parking Meter Rates	\$1.00/ hr	\$1.25/hr

All fee increases are effective July 1, 2017. This item must be read on two separate days. It was given a first reading on May 1st. Five affirmative votes are required for passage after public comment.

FY18 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department Public Works/Street Openings

<u>Account #</u>	<u>Revenue Description</u>	<u>current fee</u>	<u>proposed fee</u>
247-3100-321-03-00	Street Opening Permits:		
	1. Street opening permit	\$360.00	\$ 360.00
	2. Combo permit	\$360.00	\$ 360.00
	3. Sidewalk opening permit	\$252.00	\$ 252.00
	4. Esplanade/other permit	\$180.00	\$ 180.00
	5. Block Permit		\$1,000.00
247-3100-321-06-00	Permanent Pavement Restoration	\$ 55.00	\$ 55.00

Prepared 2/17/2016
Revised 4/12/2017

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

*Order 245-16/17
Tab 34-5-17
Tab 25 5-15-17*

DAVID H. BRENERMAN (5)
JILL C. DUSON (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
Re: VARIOUS FEE INCREASES FOR FISCAL YEAR 2018
IN CHAPTERS 14, 24, 25 AND 28**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. *That Section 14-530 is hereby amended to read as follows:*

**Sec. 14-530. Development review fees and post approval
requirements.**

(a) *Development Review Fees.*

1. Payment of fees and costs: Prior to the issuance of permits of any kind or the release of a signed subdivision plat for recording for any project whose permit fee is governed by this ordinance, all current charges due under this ordinance shall be paid and the developer must otherwise be in compliance with the provisions of the City Code.

...

4. Site Plan Review Expenses.

- | | | |
|----|----------------------------|-----------------|
| a. | Level I: Minor Residential | \$300(flat fee) |
| b. | Level I: Site Alteration | \$200 |
| c. | Level II: Site Plan | \$400 |
| d. | Level III: Site Plan | |
| | i. Under 50,000 sf | \$750 |
| | ii. 50,000-100,000 sf | \$1,000 |

- iii. 100,000-200,00 sf \$2,000
 - iv. 200,000-300,000 sf \$3,000
 - v. Over 300,000 sf \$5,000
 - vi. Parking lots over 100 spaces \$1,000
- e. Master Development Plan \$1,000
- f. After the Fact Review \$1,000 plus application fee
- g. Amendment to Site Plans
 - i. Planning Board Review \$500
 - ii. Administrative Review \$250
- h. Other Site Plan Reviews
 - i. Administrative Authorization \$50
 - ii. Special Exception Sign Review \$75
 - iii. Section 14-403 Street Extensions \$400 plus \$25 per lot
- i. Fee for Development Review Services
 - i. Planning fee per hour \$5052
 - ii. Legal fee per hour \$75
 - iii. Third-party Review Fees assessed by the Third Party Professional
- j. State Delegated Review Fees
 - i. Site Location of Development \$3,500, except for residential projects which will be \$200 per lot.
 - ii. Traffic Movement Permit \$1,500
 - iii. Stormwater Quality Permit \$250

k. Performance Guarantee

1. As required in Section 14-530 (b) (4).

1. Inspection Fees, as required in Section 14-530 (b) (5)

i. Level I: Site Alteration, Level II and Level III: 2% of the performance guarantee or as assessed by Planning or Public Works Engineer at \$50 52 an hour with minimum inspection fee of \$300 Level I: Minor Residential Inspection Fee \$100 (flat fee).

m. Street vacation \$2,000

2. *That Section 24-72 is hereby amended to read as follows:*

Sec. 24-72. Sanitary sewer user charges.

(a) *Applicability.* There are levied upon all parcels of land charges for cost of treatment of wastewater and stormwater and for the operation and maintenance of the wastewater system.

(b) *Billing.* Bills for all charges under this article may be sent to the record owner, or to the person requesting water service. Bills shall be sent to each such owner or person every month, except that persons billed quarterly or seasonally by the Portland Water District for water service may be billed quarterly or seasonally for all charges under this article. All payments shall be credited against the oldest outstanding bill sent to such owner or person. Any payments made to the Portland Water District or its agents, which do not indicate to which account they are to be applied, shall be applied as provided by contract between the city and the Portland Water District.

Bills shall contain an amount for sanitary sewer user charges, and if delinquent as provided in section 1-16 of this Code, shall include charges for interest to be computed in the same manner as provided for real estate taxes.

(c) *Computation.* The user charges shall be computed in accordance with the following schedule, as from time to time amended, which shall be sufficient to meet costs of the eligible

purposes for which such charges may be used. From January 1, 2016, user charges under this section for both dwelling units and commercial units shall be eight dollars and twenty cents (\$8.20) per hundred cubic feet of volume for connected parcels of land. Beginning January 1, 2017, user charges under this section for both dwelling units and commercial units shall be nine dollars and thirty-five cents (\$9.35) per hundred cubic feet of volume for connected parcels of land. Beginning July 1, 2017, user charges under this section for both dwelling units and commercial units shall be nine dollars and sixty-five cents (\$9.65) per hundred cubic feet of volume for connected parcels of land. The user charge for developed but unconnected parcels of land shall be one dollar and seventy-one cents (\$1.71) per hundred cubic feet of volume. Each metered billing unit shall have a minimum charge of at least one hundred (100) cubic feet per month.

(d) *Purposes for which charges may be used.* Charges and assessments made under this article shall be used consistently with 33 U.S.C.A. § 1281 et seq., and applicable federal regulations for the following purposes:

- (1) To defray the current expenses of operating and maintaining the wastewater system, including any assessment made by the Portland Water District;
- (2) To pay the interest and repay the principal on any outstanding or future indebtedness of the city for construction of sewers heretofore or hereafter constructed within the city;
- (3) To reimburse the city for the cost of computation, billing and enforcement of such charges.

(e) *Collection.* Charges assessed pursuant to this section shall be enforceable pursuant to section 1-16 of this Code.

(f) *Disconnection for nonpayment of charges.* The Portland Water District shall disconnect sewer users with unpaid sanitary sewer user charges according to the same terms and procedures used to disconnect water users with unpaid water user charges.

3. That Section 25-27 is hereby amended to read as follows:

Sec. 25-27. Fees.

(a) The following fees are hereby established for the

issuance of a revocable street and sidewalk occupancy permit:

- (1) Objects other than portable signs, including but not limited to tables, chairs, barricades and bollards, eighty-eight dollars (\$88.00) for one (1) fiscal year or any portion thereof;
- (2) Portable signs, twenty-five dollars (\$25.00) plus twenty cents (\$0.20) per square foot of signage. Square footage is calculated pursuant to section 14-369(b) of the land use ordinance. Permits remain valid until there is a change:
 - a. In the sign dimensions; or
 - b. In the use, lessee or ownership of the business causing a change in the business name, design or dimensions.
- (3) Vehicles, equipment, or construction materials, fifteen dollars (\$15.00) per day or any portion thereof;
- (4) Use of city property (including but not limited to festivals, events, promotions, demonstrations, parades, marches, road races, walkathons, fundraisers, press conferences, rallies, protests, sampling, poll taking, banners and public displays), fee as provided by annual order of the city council;
- (5) Use of streets, ways or public places by street goods vendors as defined in Section 19-16 for purposes of vending, thirty-six dollars (\$36.00) per day or any portion thereof;

...

(c) The following violation fines are hereby established for the failure to obtain a street occupancy permit or follow an approved management plan for vehicle traffic and/or pedestrian detours:

- (1) \$75.00 per day for failure to obtain a revocable street and sidewalk occupancy permit; and
- (2) \$50.00 a day for failure to follow an approved management plan for vehicle traffic and/or pedestrian

detours

4. That Section 25-86 is hereby amended to read as follows:

Sec. 28-86. Parking meter rates.

The rate for parking at a meter in the city shall be one dollar and twenty-five cents (\$1.25) per hour as follows: three (3) minutes for the first nickel five cents (\$0.05), two (2) for three (3) minutes for the second nickel; five (5) minutes for a dime ten cents (\$0.10) for six (6) minutes; and twelve (12) minutes for a quarter twenty-five cents (\$0.25) for fifteen (15) minutes, and one dollar (\$1.00) for one hour.

BE IT FURTHER ORDERED, that this amendment shall be effective on July 1, 2017.

FY18 REVENUE FEE SCHEDULE CHANGE

Department: Planning & Urban Development

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY18</u>
			<u>Proposed Fee</u>
100-2404-342-12-00	Charges for Services/Public Safety/Dvlpmnt Review (Planners)	\$50/hr	\$52/hr
100-2404-342-13-00	Charges for Services/Public Safety/Inspection/Review (DRC)	\$50/hr	\$52/hr

FY18 REVENUE FEE SCHEDULE CHANGE

Sewer Fund (570)

Ordinance Chapter 24 § 72

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY18</u>
			<u>Proposed Fee</u>
570-3100-344-xxxx	Sewer User Fees:	\$9.35 hcf	\$9.65 hcf

*Effective July 1, 2017

FY18 REVENUE FEE SCHEDULE CHANGE

Administrative Fees

Department Public Works/Street Occupancy

<u>Account #</u>	<u>Revenue Description</u>	<u>current fee</u>	<u>proposed fee</u>
100-3135-321-00-00	Licenses and Permits/Street Occupancy		
	1. Parking Space Permit	\$15.00	\$15.00
	2. Sidewalk Permit	\$15.00	\$15.00
100-3135-351-00-00	Fines Forfeits Penalties/Code Violations		
	1. Failure to acquire permit (daily fee)		\$75.00
	2. Non-compliance (daily fee)		\$50.00

Prepared 2/17/2016
Revised 4/12/2017

FY18 REVENUE FEE SCHEDULE CHANGE

Department: Parking Division

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY18 Proposed Fee</u>
100-1801-364-10-00	Parking Meters	\$1.00 per Hour	\$1.25 per Hour

Propose Chapter 28-86 of the Ordinance will need to be changed to read

The rate for parking at a meter in the city shall be One Dollar and Twenty-Five Cents (\$1.25) per hour as follows: three (3) minutes for the first nickel (\$0.05), two (2) minutes for the second nickel; five (5) minutes for a dime (\$0.10) and twelve (12) minutes for a quarter (\$0.25).

RELATED ORDINANCE AMENDMENT:

Order 217-17/18 (Tab 17) **Amendment to Portland City Code Re: Various Fee Increases for Fiscal Year 2019 - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Jr. Chair.**

Part 1 amends the following fees in **Chapter 10 in §10-18:**

Chapter 10	Description	Current Fee	Proposed Fee
Sec. 10-18	Amendments		
10-18 (c)	Fire Alarm Inspections Sticker	\$20	\$25
Total revenue increase for FY19: \$5,000			

Part 2 amends the following fees in **Chapter 14 in §14-54 and §14-530:**

Chapter 14	Description	Current Fee	Proposed Fee
Sec. 14-54	Zone Change / Zone Map Fees		
(a) (1)	Zoning Map Amendments	\$3,000	\$7,500
(a) (2)	Zoning Text Amendments	\$3,000	\$7,500
(a) (3)	Combination Zoning Map & Text Amendments	\$4,000	\$10,000
(a) (4)	Conditional Rezoning	\$5,000	\$10,000
Total revenue increase for FY19: \$31,443			

Chapter 14	Description	Current Fee	Proposed Fee
Sec. 14-530	Development review fees and post approval requirements:		
(a)	Development Review Fees:		
(a) (4)	Site Plan Review Expenses:		
(a) (4) (b)	Level I: Site Alteration	\$200	\$600
(a) (4) (c)	Level II: Site Plan	\$400	\$800
(a) (4) (d)	Level III: Site Plan		
(a) (4) (d) (i)	Under 50,000 sf	\$750	\$2,750
(a) (4) (d) (ii)	50,000-100,000 sf	\$1,000	\$3,000
(a) (4) (d) (iii)	100,000-200,000 sf	\$2,000	\$4,000
(a) (4) (d) (iv)	200,000-300,000 sf	\$3,000	\$5,000
(a) (4) (d) (v)	Over 300,000 sf	\$5,000	\$7,000
(a) (4) (d) (vi)	Parking Lots over 100 spaces	\$1,000	\$1,600

(a) (4) (f)	After the Fact Review *excludes Additional Application Fee	\$1,000	\$2,000
(a) (4) (g)	Amendment to Site Plans		
(a) (4) (g) (i)	Planning Board Review	\$500	\$1,500
(a) (4) (i)	Fee for Development Review Services		
(a) (4) (i) (i)	Planning fee per hour	\$52	\$54
(a) (4) (l) (i)	Inspection Fees, as required in Section 14-530 (b) (5)	\$52	\$54
Total revenue increase for FY19: \$26,900			

The fee changes in Chapter 14 are primarily based on staff analysis of the expenses that are already charged to applicants. In the interest of providing clear, up-front pricing of Chapter 14 reviews, staff analyzed the average costs that are billed to applicants for each type of application and incorporated many of them into the application fee. So while the up-front fee is higher, staff will no longer charge applicants for many items that applicants are currently billed for after the fact.

Part 3 amends the following fees in **Chapter 15 in §15-6:**

Chapter 15	Description	Current Fee	Proposed Fee
Licenses & Permits			
Sec. 15-6(a)	Application Fees		
15-6 (a)	Application for original license administrative fee	\$35	\$45
15-6 (a)	Application for renewal of license	\$25	\$35
Total revenue increase for FY19: \$14,970			

Part 4 amends the following fees in **Chapter 24 in §24-72 and §24-84**

The proposed sewer rate for July 1, 2018 is \$9.95 per hundred cubic feet (hcf), up from the July 1, 2017 rate of \$9.65 hcf. The proposed stormwater fee for July 1, 2018 is \$6.30 per 1,200 square feet of impervious surface area, an increase from the current fee of \$6.00.

Chapter 24	Description	Current Fee	Proposed Fee
Sec. 24-72	Sanitary sewer user charges		
24-72 (c)	Sewer user fees	\$9.65/ hcf	\$9.95/ hcf
24-84(a)	Stormwater fee	\$6.00	\$6.30

Sewer revenue increase: \$755,049
Stormwater revenue increase: \$330,149
Total revenue increase for FY19: \$1,085,198

A second amendment in Chapter 24, Section 24-83 exempts all City buildings and real property from the Stormwater fee.

Part 5 adds the following new fees in **Chapter 25 in §25-27 and §25-119.:**

Chapter 25	Description	Current Fee	Proposed Fee
Streets, Sidewalks, and Other Public Places			
Sec. 25-27	Fees and fines		
25-27 (a) (3)	Vehicles, equipment, or construction materials (per day or any portion thereof)	\$15/day	Rate Tier Changes *see Below
	Parking Space Permit	\$15/day	\$20/day
	Sidewalk Permit	\$15/day	\$20/day
	Single Lane Closure	\$15/day	\$50/day
	Street Closure	\$15/day	\$100/day
25-27 (c) (1)	Failure to obtain...permit	\$75/day	\$125/day
25-27 (c) (2)	Non-compliance: Failure to follow an approved management plan....	revenue increase \$50/day	\$100/day
Total revenue increase for FY19: \$192,500			

Chapter 25	Description	Current Fee	Proposed Fee
Sec. 25-119	Excavator license		
Sec. 25-119	Annual License Fee	\$596	\$600
	Paving License	NA	\$100
Total revenue increase for FY19: \$876			

*An additional amendment to Chapter 25 in the Sidewalk Snow Removal sections will be brought forward in a later agenda.

Part 6 amends the following fee in **Chapter 28 in §28-86:**

Chapter 28	Description	Current Fee	Proposed Fee
-------------------	--------------------	--------------------	---------------------

Sec. 28-86	Parking Meter Rates	\$1.25/ hr	\$1.50/hr
Total revenue increase for FY19: \$600,000			

All fee increases are effective July 1, 2018.

This item must be read on two separate days. It was given a first reading on May 14, 2018. Five affirmative votes are required for passage after public comment.

APPROPRIATION RESOLVE:

Order 218-17/18 (Tab 18) Fiscal Year 2018-2019 Appropriation Resolve - Sponsored by the Finance Committee, Councilor Nicholas M. Mavodones, Chair.

This item brings forward the Appropriation Resolve for Fiscal Year (FY) 2019 for action by the City Council.

The Resolve contains the Finance Committee's recommended budget for FY2019 for general municipal purposes in the amount of **\$247,954,999**. In addition it contains the Portland Board of Education's recommended budget as amended according to the Finance Committee for FY2019 for school purposes in the amount of **\$110,578,716**

The Finance Committee's budget recommendations for municipal purposes results in a combined tax levy of **\$177,577,781** for Fiscal Year 2019. The tax rate based on the combined levies would be \$22.48 per \$1,000 of assessed value, a 3.8% increase.

The Appropriation Resolve also directs the Assessor of Taxes to assess a tax upon all real and personal property liable to be taxed as of April 1, 2018 and sets September 14, 2018, as the tax due date, which may be paid in two installments due on September 14, 2018, and March 8, 2019.

The delinquency rate of interest is set at 8.0% per year, and the abatement rate of interest is set at 4.0% per year.

This item must be read on two separate days. It was given a first reading on May 14, 2018. Five affirmative votes are required for passage after public comment.

ORDER:

AMENDMENTS:

Order 219-17/18 (Tab 19) Amendment to Portland City Code Chapter 2 Re: Term Limit Removed for Board of Harbor Commissioners - Sponsored by the Legislative/Nominating Committee – Sponsored by Pious Ali, Chair.

FY19 REVENUE FEE SCHEDULE CHANGE

Department:

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY19 Proposed Fee</u>
100-1200-341-00,00	Marriage Ceremony Package	new	300.00



Office of the City Clerk
Katherine L Jones, CMC

MEMORANDUM

TO: Mayor Strimling and Members of the City Council
FROM: Katherine Jones, City Clerk
DATE: May 8, 2018
RE: Passports

Acceptance Agents are throughout the United States of America. They are usually in post offices, courthouses, and other state department buildings. U.S. Passport Help Guide has developed an entire catalog of all passport offices around the United States. The City Clerk's office was a passport agent until the Federal Government would no longer allow offices that issued birth certificates to be able to process passports. So in June 2011 it was removed from the City Clerk's office.

I have been asked by the Finance Department to put a memo together that would show what we could expect to bring in for revenue if we were to be an agent again for the Federal Government.

On April 2nd, 2018 passport government fees are going from \$25 to \$35.00.

Based on 2011 budget we processed 680 passports @ \$25.00, and we processed 345 passport photos at \$10.00.

For the upcoming budget the fees for passports has increased to \$35.00 per application. We can increase photos to \$20.00 (this is for two photos).

Projected applications at 680 at \$35.00 = 23,800
Projected applications at 345 at \$20.00 = 6,900
Total \$29,700

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Parking

Administrative Fees

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY19</u>
			<u>Proposed Fee</u>
100-1803-364.01-00	Garages, Lots, Meters Elm St. Hourly Parking	\$2.00 / hr	\$3.00 / hr
100-1803-364.02-00	Garages, Lots, Meters Elm St. Monthly Parking	\$120.00 / mo	\$130.00 / mo
100-1804-364.01-00	Garages, Lots, Meters Spring St.Hourly Parking	\$2.00 / hr	\$3.00 / hr
100-1804-364.02-00	Garages, Lots, Meters Spring St. Monthly Parking	\$120.00 / mo	\$130.00 / mo

Last FY17 Admin Order #243-15/13

Revised: 4-23-18

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Parking

Ordinance Fees

<u>Account #</u>	<u>Revenue Description</u>	<u>FY19</u>	
		<u>Current Fee</u>	<u>Proposed Fee</u>
100-1801-351.20-20 ORDINANCE FEE Chapter 28-51	Code Violation / Parking Tickets Expired Parking meter Ticket	\$15.00	\$20.00
100-1801-351.20-20 ORDINANCE FEE Chapter 28-51	Code Violation / PARKING Tickets Prolonged Parking Ticket	\$20.00	\$25.00
100-1801-364.10-00 ORDINANCE FEE Chapter 28-86	Garages, Lots, Meters / Parking Meters	\$1.25 / hr	\$1.50 / hr

Propose Chapter 28-86 of the Ordinance will need to be changed to read

The rate for parking at a meter in the city shall be One Dollar and Fifty cents (\$1.50) per hour as follows: two (2) minutes for a nickel (\$0.05), four (4) minutes for a dime (\$0.10), and ten (10) minutes for a quarter (\$0.25).

Revised 04/23/18

FY19 REVENUE FEE SCHEDULE CHANGE

Department:

**Fire
Administrative Fees**

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY19 Proposed Fee</u>
100-2203-342-00.00	ALS Non-Emergency Transport	\$ 559.00	\$ 600.00
100-2203-342-00.00	BLS Non-Emergency Transport	\$ 468.00	\$ 500.00
100-2203-342-00.00	BLS Emergency Transport	\$ 748.00	\$ 800.00
100-2203-342-00.00	ALS Emergency Transport	\$ 888.00	\$ 950.00
100-2203-342-00.00	ALS 2 Emergency Transport	\$ 1,266.00	\$ 1,350.00
100-2203-342-00.00	Specialty Care Transport	\$ 1,520.00	\$ 1,625.00
100-2203-342-00.00	ALS Mileage	\$ 18.06	\$ 19.32
100-2203-342-00.00	BLS Mileage	\$ 18.06	\$ 19.32
100-2203-342-00.00	Oxygen	\$ 110.00	\$ 117.70
100-2203-342-00.00	Airways	\$ 148.00	\$ 158.36
100-2203-342-00.00	IV Therapy	\$ 206.00	\$ 220.00
100-2203-342-00.00	EKG	\$ 206.00	\$ 220.00
100-2203-342-00.00	Intercept	\$ 451.00	\$ 482.00
100-2203-342-00.00	Defibrillation	\$ 194.00	\$ 207.50
100-2203-342-00.00	Critical Care Transfer	\$ 839.00	\$ 900.00
100-2203-342-00.00	Non-Emergency Mileage	\$ 18.06	\$ 19.32
100-2203-342-00.00	Capnography	\$ 138.00	\$ 158.00
100-2203-342-00.00	EZ IO/Intraosseous Access	\$ 275.00	\$ 295.00
100-2203-342-00.00	ALS on Scene Care	\$ 888.00	\$ 950.00
100-2203-342-00.00	ALS 2 on Scene Care	\$ 1,266.00	\$ 1,350.00
100-2203-342-00.00	Fire Response to Vehicle Crashes	\$ 400.00	Discontinue ¹
100-2203-342-00.00	Heavy Rescue Utilization	\$ 650.00	Discontinue
100-2203-342-00.00	Rescue Equipment - Spreader	\$ 150.00	Discontinue
100-2203-342-00.00	Rescue Equipment - Cutter	\$ 150.00	Discontinue
100-2203-342-00.00	Rescue Equipment - Rams	\$ 150.00	Discontinue
100-2203-342-00.00	Rescue Equipment – Air Bags	\$ 150.00	Discontinue
100-2203-342-00.00	Level I Hazmat Response	\$ 250.00/hr/Unit	Actual Cost ²
100-2203-342-00.00	Hazardous Materials Spill Response	\$ 125.00	Actual Cost
100-2203-342-00.00	HazMat Plug Kit	\$ 65.00	Actual Cost

¹ Fees were approved but were not collected beginning in FY16 due to difficulty to collect and hardships created on residents.

² Code of Federal Regulations Title 40 § 310.11

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Planning and Urban Development

			FY19
<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<u>Administrative Fee</u>			
Conditional Use	Administrative Fee for Planning Board Review	\$ 100	\$ 1,000

*Administrative fee re: (Sec. 14-54 (a)(5))

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Public Works:
Administrative Fee Changes

		<u>Current</u>	<u>FY19 Proposed Fee</u>
<u>Solid Waste: (ord 12-109)</u>			
Licenses and Permits			
100-3114-325-10-00	Haulers	\$500.00	\$1,000.00
	Vehicles	\$100.00	\$ 150.00
	Containers	\$ 10.00	\$ 20.00
 <u>Street Openings: (ord 25-157)</u>			
Licenses and Permits			
247-3100-321-03-00	Street Opening Permit	\$360.00	\$360.00
	Sidewalk Opening Permit	\$252.00	\$252.00
	Esplanade/Other Permit	\$180.00	\$180.00
	Block Permit	\$1,000.00	\$285.00
	Driveway: Paving apron on city right of way	n/a	\$25.00
 Pavement Restoration Fee			
247-3100-321-06-00		\$55.00(SY)	\$65.00(SY)

4/26/2018

Parks, Recreation & Facilities

FY19 REVENUE FEE SCHEDULE CHANGE

Division: Public Assemblies

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY19 Proposed Fee</u>
Event Permit Fees			
100-3310-321-0000	Application Fee (transferrable/non-refundable)	---	\$25.00
100-3310-321-0000	Administrative Fee (Based on 1 hr, increase if excessive time spent)	---	\$40.00
100-3310-321-0000	Special Event Permit (Park or Public Space)	\$50.00	\$75.00/hr
100-3310-321-0000	Event w/registration or pledgea & attendance 25-300	\$100.00/hr	\$125.00/hr
100-3310-321-0000	Event w/registration or pledgea & attendance 300 +	\$200.00/hr	\$225.00/hr
100-3310-321-0000	Impact/Street Closure Fee (variable based on impact)	\$100-\$500	\$100-\$500
100-3310-321-0000	Admin/Staff Fee (Eventy manager support at events)	---	\$37.00/h
100-3310-321-0000	Wedding Permit (Fort Allen Park and/or Gazebo)	\$250.00 /hr	\$250.00 /hr
100-3310-321-0000	Wedding Permit (other locations)	\$100.00 /hr	\$100.00 /hr
100-3310-321-0000	Block Party Permit	\$25.00	\$40.00
100-3310-321-0000	Banner Permit (Large hanging, 2 locations)	\$50.00/week	\$75.00/week
100-3310-321-0000	Banner Permit (pole, multiple locations)	---	\$50.00/month per banner
100-3310-321-0000	City Porta Restroom User Fee	\$25.00	\$25.00
100-3310-321-0000	Film Shoot	\$100.00 /day	\$100.00 /day
100-3310-321-0000	Electricity (activation/de-activation charge)	---	\$40.00
100-3310-321-0000	Single Concert License	---	\$36.00

Order 217-17/18
Tab 20-5-14-18
Tab 17 5-21-18

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

**CITY OF PORTLAND
IN THE CITY COUNCIL**

KIMBERLY COOK (5)
JILL C. DUSON (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**AMENDMENT TO PORTLAND CITY CODE
Re: VARIOUS FEE INCREASES FOR FISCAL YEAR 2019
IN CHAPTERS 10, 14, 15, 24, 25 and 28**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PORTLAND,
MAINE IN CITY COUNCIL ASSEMBLED AS FOLLOWS:**

1. *That Section 10-18 is hereby amended to read as follows:*

Sec. 10-18. Amendments.

The Fire Prevention Code adopted by section 10-16 is amended, modified and deleted in the following respects:

(a) Section 1.10 (Board of Appeals); delete.

...

(c) Section 1.12.7 is amended to read as follows:

...

Permit	Fire Prevention Code Section	Permit Fee
...		
Dry Cleaning Plants	1.12.7	\$62.00 (D)
Fire Alarm Inspections Sticker	1.12.7	\$20.00 <u>25.00</u> each
Fireworks Display	1.12.7	\$141.00**

...

2. *That Sections 14-54 and 14-530 are hereby amended to read as follows:*

Sec. 14-54. Zone change/zone map fees.

(a) One or more of the following fees will be charged by the city for applications for changes of zone according to the following major zoning classifications and pertinent data relating to the specific zone change:

(1) Zoning Map Amendments: ~~\$3,000.00~~ \$7,500.00

(2) Zoning Text Amendments: ~~\$3,000.00~~ \$7,500.00

(3) Combination Zoning Map and Text Amendments:
~~\$4,000.00~~ \$10,000.00

(4) Conditional Rezoning: ~~\$5,000.00~~ \$10,000.00

...

Sec. 14-530. Development review fees and post approval requirements.

(a) *Development Review Fees.*

1. Payment of fees and costs: Prior to the issuance of permits of any kind or the release of a signed subdivision plat for recording for any project whose permit fee is governed by this ordinance, all current charges due under this ordinance shall be paid and the developer must otherwise be in compliance with the provisions of the City Code.

...

4. Site Plan Review Expenses.

a. Level I: Minor Residential \$300 (flat fee)

b. Level I: Site Alteration ~~\$200~~ \$600.00

c. Level II: Site Plan ~~\$400~~ \$800.00

d. Level III: Site Plan

i. Under 50,000 sf ~~\$750~~ \$2,750.00

ii. 50,000-100,000 sf ~~\$1,000~~ \$3,000.00

iii. 100,000-200,00 sf ~~\$2,000~~ \$4,000.00

- iv. 200,000-300,000 sf ~~\$3,000~~5,000.00
- v. Over 300,000 sf ~~\$5,000~~7,000.00
- vi. Parking lots over 100 spaces ~~\$1,000~~1,600
- e. Master Development Plan \$1,000
- f. After the Fact Review ~~\$1,000~~2,000.00 plus application fee
- g. Amendment to Site Plans
 - i. Planning Board Review ~~\$500~~1,500.00
 - ii. Administrative Review \$250
- h. Other Site Plan Reviews
 - i. Administrative Authorization \$50
 - ii. Special Exception Sign Review \$75
 - iii. Section 14-403 Street Extensions \$400 plus \$25 per lot
- i. Fee for Development Review Services
 - i. Planning fee per hour ~~\$5~~254
 - ii. Legal fee per hour \$75
 - iii. Third-party Review Fees assessed by the Third Party Professional
- j. State Delegated Review Fees
 - i. Site Location of Development \$3,500, except for residential projects which will be \$200 per lot.
 - ii. Traffic Movement Permit \$1,500
 - iii. Stormwater Quality Permit \$250
- k. Performance Guarantee

1. As required in Section 14-530 (b)(4).

1. Inspection Fees, as required in Section 14-530 (b) (5)

i. Level I: Site Alteration, Level II and Level III: 2% of the performance guarantee or as assessed by Planning or Public Works Engineer at \$5254 an hour with minimum inspection fee of \$300 Level I: Minor Residential Inspection Fee \$100 (flat fee).

m. Street vacation \$2,000

3. That Section 15-6 is hereby amended to read as follows:

Sec. 15-6. Fees.

(a) *Application fees.* Except as expressly provided, all applications for original licenses or for the consent of the city council, other than a flea market seller, temporary FSE or auction license, shall be accompanied by an administrative fee of thirty-five dollars (~~\$35.00~~45.00) to defray the cost of processing the application. All applications for renewal of licenses shall be accompanied by the fees for issuance and an administrative fee of twenty-five dollars (~~\$25.00~~35.00), except for a flea market seller to defray the cost of processing the application. In any case where notice by publication or mail is required, the applicant shall pay the cost of publication and postage in advance. Application fees shall not be refundable.

...

4. That Sections 24-72, 24-83 and 24-84 are hereby amended to read as follows:

Sec. 24-72. Sanitary sewer user charges.

(a) *Applicability.* There are levied upon all parcels of land charges for cost of treatment of wastewater and stormwater and for the operation and maintenance of the wastewater system.

...

(c) *Computation.* The user charges shall be computed in accordance with the following schedule, as from time to time

amended, which shall be sufficient to meet costs of the eligible purposes for which such charges may be used. Beginning July 1, ~~2017~~2018, user charges under this section for both dwelling units and commercial units shall be nine dollars and ~~sixty~~ninety-five cents (~~\$9.65~~9.95) per hundred cubic feet of volume for connected parcels of land. The user charge for developed but unconnected parcels of land shall be one dollar and seventy-one cents (\$1.71) per hundred cubic feet of volume. Each metered billing unit shall have a minimum charge of at least one hundred (100) cubic feet per month.

...

Sec. 24-83. Exemptions.

Exemptions from stormwater charges established under this article are not allowed, except as provided in this section. Exemptions shall be allowed for:

(a) All roads owned or maintained by the State of Maine, including the Maine Turnpike; and all accepted City roads and all roads maintained by the City; all private roads and ways serving more than two dwelling or structures, but not driveways; all public pedestrian walkways. However, parking lots, buildings, or other developed land within the right-of-ways shall not be exempt from storm water service charges;

(b) Undeveloped land;

(c) Railroad rights-of-way (tracks). However, railroad stations, maintenance buildings, or other developed land used for railroad purposes shall not be exempt from storm water service charges;

(d) Airport runways, taxiways and aprons upon which public and private aircraft operate;

(e) With the exception of Peaks Island all islands are exempted from the fee due to the limited services provided to the islands.

(f) All City-owned land, buildings and other real property.

Sec. 24-84. Stormwater Service Charge.

(a) There is levied upon all developed land stormwater service charges for the cost of providing stormwater services. All developed land shall be charged six dollars and thirty cents (~~\$6.00~~6.30) per month per one thousand two hundred (1,200) square feet of impervious surface area, rounded to the nearest one thousand two hundred (1,200) square feet of impervious surface area.

(b) The basis for this charge is the measured amount of impervious surface area on the developed land as determined by the city. This measured area may be updated from time to time at the discretion of the Department of Public Works upon evidence of impervious surface area change or the availability of updated or more accurate information.

(c) Fees collected hereunder to fund stormwater services can also be supplemented by other revenues available to the city, including but not limited to state, federal, general and special city funds, and private grants and loans.

5. *That Sections 25-27 and 25-119 are hereby amended to read as follows:*

Sec. 25-27. Fees and fines.

(a) The following fees are hereby established for the issuance of a revocable street and sidewalk occupancy permit:

(1) Objects other than portable signs, including but not limited to tables, chairs, barricades and bollards, eighty-eight dollars (\$88.00) for one (1) fiscal year or any portion thereof;

(2) Portable signs, twenty-five dollars (\$25.00) plus twenty cents (\$0.20) per square foot of signage. Square footage is calculated pursuant to section 14-369(b) of the land use ordinance. Permits remain valid until there is a change:

a. In the sign dimensions; or

b. In the use, lessee or ownership of the business causing a change in the business name, design or dimensions.

(3) Vehicles, equipment, or construction materials, ~~fifteen dollars (\$15.00) per day or any portion~~

~~thereof~~as follow;;

a. The Parking Space Permit shall be \$20.00 per day or any portion thereof;

b. The Sidewalk Permit shall be \$20.00 per day or any portion thereof;

c. The Single Lane Closure Permit shall be \$50.00 per day or any portion thereof; and

d. the Street Closure Permit shall be \$100.00 per day or any portion thereof.

- (4) Use of city property (including but not limited to festivals, events, promotions, demonstrations, parades, marches, road races, walkathons, fundraisers, press conferences, rallies, protests, sampling, poll taking, banners and public displays), fee as provided by annual order of the city council;

...

(c) The following violation fines are hereby established for the failure to obtain a street occupancy permit or follow an approved management plan for vehicle traffic and/or pedestrian detours:

- (1) ~~\$75.00~~125.00 per day for failure to obtain a revocable street and sidewalk occupancy permit; and
- (2) ~~\$50.00~~100.00 a day for failure to follow an approved management plan for vehicle traffic and/or pedestrian detours

...

Sec. 25-119. Excavator license.

No person or utility shall excavate in a public place without holding a valid excavator's license and obtaining a street opening permit as provided in division 2 of this article, for such work from the city. The public works authority shall issue the excavator's license upon receipt of an application therefor and the annual license fee of ~~\$596.00~~600.00, after having satisfied himself or herself of the competency and ability of the applicant to carry on the business of excavating. Persons or utilities without a previous work history with the

city may be required at the discretion of the director to submit references from responsible municipal officials from other municipalities. No person or utility possessing such license shall allow his or her name to be used by any person or utility, directly or indirectly, either to obtain a permit or to do any work under this license; provided, however, that nothing herein shall be construed to prohibit a licensed excavator from doing such work through an authorized agent or employee who is directly and continuously supervised by him while in the performance thereof. A license issued to an excavator may be revoked after notice and hearing, if it is determined by the city that the licensed excavator has willfully disobeyed any portion of this article or the rules and regulations.

...

6. That Section 28-86 is hereby amended to read as follows:

Sec. 28-86. Parking meter rates.

The rate for parking at a meter in the city shall be one dollar and ~~twenty-five~~fifty cents (~~\$1.25~~1.50) per hour as follows: ~~three~~two (~~3~~2) minutes for the first nickel (\$0.05), ~~two~~ (~~2~~) minutes for the second nickel; ~~five~~four (~~5~~4) minutes for a dime (\$0.10); and ~~twelve~~ten (~~12~~10) minutes for a quarter.

BE IT FURTHER ORDERED, that this amendment shall be effective on
July 1, 2018.

FY19 REVENUE FEE SCHEDULE CHANGE

Department:

Fire
Ordinance Fees

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY19</u>
			<u>Proposed Fee</u>
100-2202-342.00-00	Fire Alarm Stickers (Sec. 10-18 (c))	\$20	\$25

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Planning and Urban Development

		FY19	
Account #	Revenue Description	Current Fee	Proposed Fee
<u>Ordinance Fee Change</u>			
100-2404-341-00-00	*Zone change/zone map fees (Sec. 14-54)		
	*Zoning Map Amendments	\$3,000	\$ 7,500
	*Zoning Text Amendments	\$3,000	\$ 7,500
	*Combination Zoning Map and Text Amendments	\$4,000	\$10,000
	*Conditional Rezoning	\$5,000	\$10,000
100-2404-342-11-00	Development Application Fees (Sec. 14-530 (A)(4))		
	(b)* Level I: Site Alteration	\$ 200	\$ 600
	(c) *Level II: Site Plan	\$ 400	\$ 800
	(d) *Level III: Site Plan:		
	*i. Under 50,000 sf	\$ 750	\$2,750
	*ii. 50,000 to 100,000 sf	\$1,000	\$3,000
	*iii. 100,000 to 200,000 sf	\$2,000	\$4,000
	*iv. 200,000 to 300,000 sf	\$3,000	\$5,000
	*v. Over 300,000 sf	\$5,000	\$7,000
	*vi. Parking Lots over 100 spaces	\$1,000	\$1,600
	(f) *After the Fact	\$1,000	\$2,000
	(g) *Amendment to Site Plan		
	*(i) Planning Board Review	\$ 500	\$1,500
100-2404-342-12-00	Fee for Development Review Services (Sec. 14-530 (A)(4)(i)(i))		
	i. Planning fee per hour	\$ 52	\$ 54
100-2404-342-13-00	Inspection Fees, as required in Section 14-530 (b) (5)		
	i. Level I: Site Alteration, Level II and Level III: 2% of the performance guarantee or as assessed by Planning or Public Works Engineer at \$52 an hour with minimum inspection fee of \$300 Level I: Minor Residential Inspection Fee \$100 (flat fee).	\$ 52	\$ 54
	(Sec. 14-530 (A)(4)(i)(i))		

****Increase in billable hourly rate (\$52 to \$54) to cover annual COLA increases. Increased application fees to include cost of mailing for receipt of application notice, planners review time up to 20 hours and administrative time for preparation of additional public noticing. Additional review time beyond 20 hours and additional third party and noticing costs will be invoiced separately****

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Permitting & Inspections

Ordinance fees: Chapter 15 15-6(a)

<u>Account #</u>	<u>Revenue Description</u>	FY19	
		<u>Current Fee</u>	<u>Proposed Fee</u>
100-2504-322-00-00	New Application Fee	\$35.00	\$45.00
100-2504-322-00-00	Renewal Application Fee	\$25.00	\$35.00

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Stormwater Fund (571)

Ordinance Chapter 24 § 84(a)

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY19</u>
			<u>Proposed Fee</u>
571-3100-344-6500	Stormwater Service Charges (per 1,200 sf of impervious surface area)	\$6.00	\$6.30

***Effective July 1, 2018**

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Sewer Fund (570)

Ordinance Chapter 24 § 72(c)

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>FY19</u>
			<u>Proposed Fee</u>
570-3100-344-xxxx	Sewer User Fees	\$9.65 hcf	\$9.95 hcf

***Effective July 1, 2018**

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Public Works
Ordinance Fees

<u>Account #</u>	<u>Revenue Description</u>	<u>Current Fee</u>	<u>Proposed Fee</u>
<u>Street Occupancy Ordinance 25-27:</u>			
(a) (3): Vehicles, equipment, Construction materials, fifteen dollars (\$15.00) Per day or any portion thereof,			
100-3135-321-00-00	Parking space Permit	\$15.00	\$20.00
	Sidewalk Permit	\$15.00	\$20.00
	Single Lane Closure	\$15.00	\$50.00
	Street Closure	\$15.00	\$100.00
<u>Street Occupancy Ordinance 25-27:</u>			
(c) (1): Failure to obtain permit \$75.00			
100-3135-351-00-00	Failure to acquire permit	\$75.00	\$125.00
<u>Street Occupancy Ordinance 25-27:</u>			
(c) (2): Non Compliance \$50.00			
100-3135-351-00-00	Non-Compliance	\$50.00	\$100.00
 <u>Street Opening Ordinance 25-119:</u>			
247-3100-321-02-00	Excavator License	\$596.00	\$600.00
	Paving License	\$.00	\$100.00

4/27/18

FY19 REVENUE FEE SCHEDULE CHANGE

Department: Parking

Ordinance Fees

Account #	Revenue Description	Current Fee	FY19
			Proposed Fee
100-1801-351.20-20 ORDINANCE FEE Chapter 28-51	Code Violation / Parking Tickets Expired Parking meter Ticket	\$15.00	\$20.00
100-1801-351.20-20 ORDINANCE FEE Chapter 28-51	Code Violation / PARKING Tickets Prolonged Parking Ticket	\$20.00	\$25.00
100-1801-364.10-00 ORDINANCE FEE Chapter 28-86	Garages, Lots, Meters / Parking Meters	\$1.25 / hr	\$1.50 / hr

Propose Chapter 28-86 of the Ordinance will need to be changed to read

The rate for parking at a meter in the city shall be One Dollar and Fifty cents (\$1.50) per hour as follows: two (2) minutes for a nickel (\$0.05), four (4) minutes for a dime (\$0.10), and ten (10) minutes for a quarter (\$0.25).



Tax Increment Financing

Fiscal Year End (FYE) 2017 Annual Report
(July 1, 2016 through June 30, 2017)

Prepared by the Economic Development Department

(Report prepared 2/2018)

Table of Contents

1.	Introduction	3
2.	Definitions.....	3
3.	Tax Increment Financing Overview and Value	4
4.	TIF District Approval Process	5
5.	City Council Action During FY2017.....	5
6.	Statutory Limitations for TIF Districts	6
7.	Tax Sheltering Benefits.....	7
8.	TIF Districts in Portland	7
9.	TIF District Financial Overview for Fiscal Year End 2017.....	9
10.	Examples of a Performing TIF and a Non-Performing TIF.....	10
11.	Strategies and Recommendations to Optimize use of TIF Districts	12
12.	Summary	12
13.	Appendix:	
	a. TIF Policy Adopted November 20, 2017 (Post FYE2017)	
	b. Summary of All Approved TIF Districts	
	c. Map Highlighting Current TIF Districts	
	d. Spreadsheet Showing Individual TIF Districts and Area Wide Amounts	

1. **Introduction**

On February 4, 2013, the City Council adopted revised City Tax Increment Financing (TIF) Policy (Item A in Appendix) in support of investment in municipal economic development programs and infrastructure investment. Revised City Policy favors area-wide TIF Districts to support investment in public infrastructure and economic development programs versus individual site TIF Districts for private project financing needs.

City TIF Policy requires an annual report, to the City Council Committee and full City Council, regarding TIF District activity. This Report provides an overview of the TIF District Program, Portland's utilization of TIF Districts to date, and TIF District financial value impacts.

NOTE: Pursuant to City Council Order 61 passed September 19, 2016, the City Council referred to the Economic Development Committee (EDC) consideration of amendments to the current TIF policy, including, but not limited to provisions for:

- A. Local Hire;
- B. Ethnic and Gender Diversity;
- C. Economically Disadvantaged Participation;
- D. Veteran Preference;
- E. Adherence to State or Federal Prevailing Wages; and,
- F. Participation in a Job Training or Apprenticeship Program.

The Order further requested the EDC report their findings and recommendation on amending the current TIF Policy to the City Council.

The EDC began its review for possible amendments to the current TIF policy April 2017. By the end of FY2017 (June 30, 2017), that review was ongoing, with expectations to bring its recommendations to the City Council in November 2017. (Post FYE2017 Note: The City Council approved the amended TIF Policy on November 20, 2017, and this is included as Appendix A of this Report.)

2. **Definitions**

Commonly used terms, included in this Report, include:

“Captured Assessed Value” means increased assessed value retained in a TIF District each year during its term.

“Credit Enhancement Agreement (CEA)” means the agreement between the City and the site specific TIF District Developer whereby it includes the terms under which the City will provide a portion of the Retained Tax Increment Revenue back to the Developer.

“Current Assessed Value” means the then current assessed value of the property located in the TIF District to be determined by the City Assessor as of April 1 of each year during the term of the District.

“**District**” means that portion of property depicted on a map to apply to the TIF.

“**Increased Assessed Value (IAV)**” means the valuation amount by which the Current Assessed Value exceeds the Original Assessed Value. If the Current Assessed Value is less than or equal to the OAV, there is no Increased Assessed Value in that year.

“**Infrastructure**” is defined, but not limited to: traffic upgrades, public parking facilities, roadway improvements, lighting, sidewalks, water and sewer utilities, storm water management improvements, and placing above ground overhead electric and telecommunications lines underground.

“**Non-Captured Value (NCV)**” means the value over and above the OAV (defined below) that is not captured by TIF percentage capture rates, with associated taxes from NCV returned to the General Fund.

“**Original Assessed Value (OAV)**” means the assessed value of the property in the TIF District as of March 31 of the year that it was created. For instance, if a TIF District was approved as of the date of this report, or November 2017, the OAV would be the assessed value of the property on March 31, 2017. All taxes from the OAV go into the City’s General Fund for any City use.

“**Property Taxes**” means any and all ad valorem property taxes levied, charged or assessed against the property by the City or on its behalf and actually paid to the City, but excluding any county, state, or special District taxes that are separately levied, charged, or assessed against the property.

“**Retained Tax Increment Revenues**” means that portion of the Property Taxes paid with respect to the Captured Assessed Value.

“**Tax Year**” means April 1 to March 31.

3. **Tax Increment Financing Overview and Value**

Tax Increment Financing (TIF) is the most flexible economic development program available to municipalities. TIFs support municipal investment, as well as can be associated with private sector or affordable housing investment. TIFs are flexible municipal financing tools to fund the following types of activities to support public and private sector investment:

- public infrastructure projects;
- economic development programs, including municipal marketing and staff; and,
- support of individual private commercial and affordable housing project financing needs.

The two property tax components associated with TIF Districts include:

- A. **New Property Taxes.** TIF revenue is generated from new increased municipal assessed value and associated new property taxes. TIFs can be established for up to thirty (30)

years and new or “captured assessed value” in the TIF District can range from 1% to 100% of the amount of new property taxes.

- B. ***Original Assessed Property Value (OAV)***. The taxes from property base or “Original Assessed Value” reverts to the municipal general fund and is not captured in a TIF District.
- C. ***Flow of TIF CEA Funds***: The flow of taxes to return to the developer through a CEA is as follows.
 - i. The City sends its yearly tax bills for payments due in September and March of each fiscal year;
 - ii. Developer pays the taxes;
 - iii. In April and May of each year, for each CEA, a check is made to be sure the Developer’s taxes are current. If current, the Economic Development Department proceeds to process that fiscal year TIF payment to return a portion of the taxes to the developer according to the CEA. If not current, the Economic Development Department will not move forward with the payment until current.

4. **TIF District Approval Process**

There is a three step process to approve establishment of a TIF District. The three steps include:

- A. Economic Development Committee recommendation for approval to the City Council for commercial TIFs, or Housing Committee for affordable housing TIFs;
- B. City Council approval; and,
- C. State of Maine Department of Economic Development Department approval for commercial TIF districts or Maine State Housing Authority approval for affordable housing TIF Districts.

5. **City Council Actions During FY2017**

City Council actions taken during FY2017 include:

- A. On September 19, 2016, the City Council reviewed and approved a TIF and CEA for ImmuCell for a term of 12 years, and percentage capture back to ImmuCell as 65% years 1 through 11, and 30% year 12; the NCV goes into the City’s General Fund, as does the taxes from the OAV. This TIF and CEA supported ImmuCell’s expansion near its 45 Evergreen Drive facility to construct a two-story, 12,625 sq. ft. production facility for its **Mast Out** drug development for treatment of mastitis in lactating dairy cows.

- B. As noted earlier in Section I, Introduction, at the same September 19, 2016, meeting the Council referred possible TIF Policy amendments to its Economic Development Committee. That review remained on going as of FYE2017, with expectations of a recommendation to the City Council in November 2017. (Post FYE2017 Note: The City Council approved the amended TIF Policy on November 20, 2017, and this is included as Appendix A of this Report.)
- C. On November 21, 2016, the City Council authorized the assignment of the McAuley Place TIF District CEA from McAuley Place at Baxter Woods Retirement Community, Inc., to Sea Coast at Baxter Woods Associates, Inc. and Motherhouse Associates, LP.

6. **Statutory Limits for TIF Districts**

There are two State statutory limitations which include:

- A. **Acreage:** No single TIF District, including Affordable Housing Districts, can be larger than 2% of a municipality's total acreage, or in the case of Portland, 2% of Portland's 12,386 acres is 247 acres. Also, all active TIF Districts have to be less than 5% of a municipality's total acreage, or in the case of Portland, 5% is 619 acres. Based upon active TIF Districts, including Affordable Housing TIF Districts, as of FYE2017, Portland has the ability to include 470 additional acres in TIF Districts.
- B. **Value:**
 - i. **Commercial/Area Wide TIF Districts:** The OAV of all these TIF Districts in a municipality cannot be more than 5% of its total aggregate value (FY17 aggregate value: \$8,501,550,000, or in the case of Portland, 5% is \$425,077,500. Based upon active TIF Districts as of FYE2017, Portland has the ability to include an additional \$291.7 Million of property value in TIF Districts.
 - ii. **Affordable Housing TIF Districts:** The OAV of all Affordable Housing TIF Districts cannot be more than 5% of the total aggregate value (FY17 aggregate value: \$8,501,550,000), or in the case of Portland, 5% is \$425,077,500. Based upon active Affordable Housing Districts as of FYE2017, Portland has the ability to include an additional \$423.5 Million of property value in Affordable Housing TIF Districts.

It is noted that the amount of acreage and value to include in TIF Districts fluctuates as TIF districts are created, expired, and/or terminated.

There are exemptions from State limitations for Transit Oriented Development (TOD) and Downtown TIF Districts, for which Portland now has two: Thompson's Point TOD TIF, and the Downtown TOD and Omnibus TIF, the latter created in FY15 and activated in FY16.

7. **Tax Sheltering Benefits**

Municipalities realize “savings” from the tax sheltering effect of TIF Districts. The following direct financial impacts occur when municipal valuation increases:

- A. State Education Aid is reduced,
- B. State Municipal Revenue Sharing is reduced, and
- C. A municipality pays a higher percentage of the County budget.

This amount of “savings” is significant and one of the most important benefits of establishing TIF Districts.

For Portland, tax shelter savings is conservatively estimated at 30%, meaning that for every new tax dollar, Portland saves 30 cents which would otherwise be lost for property tax value not included in a TIF district. Portland’s estimated total tax shelter savings for all active TIF Districts is just over \$829,000 for FYE2017.

8. **TIF Districts in Portland**

A listing of all approved TIF Districts is provided as Item B in the Report Appendix. This listing includes four expired TIF Districts – Auto Europe, Shipyard Brewery, Nichols Portland, and UNUM. This listing also includes two TIF Districts which were terminated by the City Council during FY15 – those being the Village at Oceangate (Bay House), and the Fore India Middle LLC TIF District.

It is noted that after expiration and termination of the above TIF Districts, 100% of their property tax revenue reverts to the City’s General Fund.

Also, this listing provides the following information for each TIF District:

- A. TIF District duration;
- B. percentages of taxes allocated to the Recipient/Developer, City, and General Fund;
- C. TIF District location; and
- D. brief description.

Item C in the Appendix provides a map showing the location for each active TIF District.

A listing of approved active individual site specific TIF Districts, area-wide TIF Districts, Downtown TOD TIF, Thompson’s Point TOD TIF, non-active TIF Districts, and terminated TIF Districts by name are provided below.

Active Approved Individual Site Specific TIF Districts

As of FYE2017, the City has eight, single site active TIF Districts with associated CEAs, namely:

- Holt Hall
- Riverwalk/Ocean Gateway
- PowerPay/Portland Public Market
- Baxter Library
- Avesta/Pearl Place Affordable Housing TIF
- 409 Cumberland Avenue Affordable Housing TIF
- 134 Washington Avenue Affordable Housing TIF
- 17 Carleton Street Affordable Housing TIF

Active Approved Area Wide TIF Districts and Associated CEAs

The City has two active area wide TIF Districts, for which the City retains a portion of the TIF funds for public infrastructure projects, with a portion of the TIF funds targeted to CEAs within those Districts, namely:

- Bayside
 - Capital LLC CEA
 - Bayside Student Housing CEA
- Waterfront (Appendix D and E)
 - Waterfront Maine CEA

Approved Downtown and/or Transit-Oriented Development (TOD) TIF Districts

- Downtown TOD TIF

The City retains a portion of the TIF funds for public infrastructure, Creative Portland, and transit projects for the Downtown TOD TIF. This Downtown TOD TIF was approved during FY2015 and was activated with FY2016. There is no CEA associated with it at this time.

- Thompson's Point TOD TIF and CEA

For the Thompson's Point TOD TIF, the City retains a portion of TIF Funds for transit projects. This TOD TIF also has an associated CEA with Thompson's Point Development Company, Inc. for development of Thompson's Point, which is not yet active. Activation of this TIF CEA will occur when the Increased Assessed Value is at least \$5 Million.

Non-Active Approved TIF District

In FY09, the City Council approved the McAuley Place TIF District, which has been non-active until this fiscal year 2017. As noted previously, on November 21, 2016, the Council approved the assignment of this TIF. It is expected that this TIF will be active within the next year or two as development plans proceed for a senior housing project.

Terminated TIF Districts

The City Council has terminated two TIF Districts, namely:

- Fore India Middle LLC – This TIF project had not come to fruition and, therefore, was terminated by the City Council in November 2014; and,
- The Village at Oceangate, LLC (Bay House) – This TIF District was also terminated by the City Council in November 2014 due to this District’s use being converted into residential condominiums which is not an allowable TIF District use.

9. TIF District Financial Overview for FYE2017, including FY2013, FY2014, FY15, and FY16:

See below for financial comparison of FYE2017, FYE2016, FYE2015, FYE2014, and FY2013 for then active TIF Districts:

	FYE2013	FYE2014	FYE2015	FYE2016	FYE2017
City General Fund-Taxes from OAV	\$5.8 Million	\$6.1 Million	\$6.3 Million	\$22.8 Million	\$23.38 Million
City General Fund-Taxes from Non-Captured Value	\$1.1 Million	\$341,000	\$720,000	\$2.4 Million	\$2.2 Million
Total TIF Taxes From Captured Value	\$2.7 Million	\$3.5 Million	\$3.2 Million	\$1.8 Million	\$2.09 Million
- TIF Taxes to CEAs	\$1.9 Million	\$2.0 Million	\$2.0 Million	\$1 Million	\$1.08 Million
- TIF Taxes to Public Infrastructure/Arts	\$.8 Million	\$1.5 Million	\$1.2 Million	\$.8 Million	\$1.01 Million
Total Tax Sheltering Value	\$143 Million	\$180 Million	\$160 Million	\$87 Million	\$99.6 Million
Estimated Annual Average Tax Sheltering Savings	\$1.3 Million	\$1.6 Million	\$1.3 Million	\$.7 Million	\$.831 Million

Table Explanations:

City General Fund-Taxes from OAV - The above table shows a yearly increase in taxes from the OAV into the General Fund. For FYE 2013 through FYE2015, this is based on increases in tax rates. FYE2016’s higher increase is due to the Downtown TOD TIF Activation, where the OAV is just under \$1 Billion, and associated taxes with that OAV at \$20 Million. As noted earlier in the definition section, all taxes from the OAVs go to the General Fund.

City General Fund-Taxes from Non-Captured Value – The number fluctuates based on each CEA, as well as the City’s budget needs for public infrastructure/Economic Development Department staff salaries/debt service. The captured value percentages for the area wide TIF

Districts - Bayside and Waterfront - are adjusted yearly based on those needs. The captured value percentage for the Downtown TOD TIF was set at 12% for the first year (FY2016) and then set at 22% for years 2 through 30. The decrease in this table for FYE2017 is due to capturing 22% from the Downtown TOD TIF and having the remaining non-captured 78% go into the General Fund. Non-captured increased assessed value taxes flow into the General Fund.

Total TIF Taxes From Captured Value – The percentage of captured value varies yearly based on CEAs and the City’s financial needs. This TIF Revenue is then allotted to the various CEAs, and then to the City public infrastructure projects/arts.

Total Tax Sheltering Value – This number represents the total percentage of the increased assessed of value (IAV) all TIF Districts that has been captured. This value increased from FYE2016 largely due to the to the increase of the capture rate for the Downtown TOD TIF from 12% in FY2016 to 22% in FY2017. It is also noted that the captured value percentage for area TIFs is adjusted yearly based on City use of TIF funds needed for public infrastructure projects, as well as debt service for payment of the Bayside HUD loan and for Ocean Gateway associated debt expenses.

Estimated Tax Sheltering Savings – This number increased by just over \$100K from FYE2016. This is due to the Downtown TOD TIF increased captured value from 12% in FY2016 to 22% in FY2017.

Appendix D is a spreadsheet showing the FYE 2016 TIF Districts funding allocation and individual CEA annual payments.

10. Examples of a Performing TIF and a Non-Performing TIF

Examples will be provided annually.

Performing TIF District: Nichols Portland (Expired FY14)

Duration: 20 year term (FY95 through FY14)

Percentages: Years 1 to 5, 90% to Recipient, 10% to City General Fund; years 6 to 10, 75% to Recipient, 25% to City General Fund; years 11 to 20, 50% to Recipient, 50% to City General Fund.

Location: 2400 Congress Street

An example of a performing TIF District would be the very first TIF District approved by the City Council and the Maine Department of Economic Development and Community Development, that being Nichols Portland at 2400 Congress Street. This TIF District was created to support Nichols Portland expansion of its existing manufacturing facility at 2400 Congress Street and to retain 450 jobs. At the time, Nichols had outlined a ten-year capital investment plan totaling \$29.7 Million and requested the 20-year TIF District to help facilitate the expansion.

Nichols Portland was established in 1968 manufacturing precision parts for the automotive industry. Its parent company at the time of the creation of this TIF District was Parker

Hannifin Corporation, which had 143 manufacturing facilities and 26,000 employees worldwide. Nichols Portland was competing with other subsidiaries of Parker Hannifin for capital investment funds. This TIF District helped to convince its parent company that the investment was worth making in the Portland facility.

Nichols Portland needed to add an additional 38,000 sq. ft., to its 160,000 sq. ft. at 2400 Congress Street for expanded manufacturing facilities, as well as enhanced shipping and receiving, automation, and upgrading equipment. New equipment purchases in the coming years were part of the financial picture, as the personal property value outweighed the real estate value and this continued throughout the life of the TIF District. See below chart for the Original Assessed Value (OAV) at the start of this TIF District, and the assessed values every 5 years throughout the TIF:

	Real Estate	Personal Property	Total Assessed Value (TAV)
OAV 4/1/1992	\$5,646,870	\$12,754,650	\$18,401,520
TAV 4/1/1998	\$7,394,490	\$15,364,860	\$22,759,620
TAV 4/1/2003	\$8,627,220	\$27,033,280	\$35,660,500
TAV 4/1/2008	\$7,427,030*	\$27,701,940	\$35,128,970
TAV 4/1/2013	\$6,824,930**	\$19,664,260	\$26,490,190

*Result of Revaluation

**Partial Abatement

As of the current FY2017, its assessed value for

Real Estate:	\$ 6,804,300
Personal Property:	<u>\$20,161,340</u>
TAV:	\$26,965,640

Regarding jobs, Nichols had an estimated 350 jobs in 2017.

Over the life of the TIF, TIF revenues to Nichols were \$2.8 Million, and the City's General Fund realized just under \$9.7 Million.

This TIF District provided economic stability in a local manufacturing business as it expanded, improved, and automated its business and continues to do so today.

Example of a Non-Performing TIF:

Fore India Middle, LLC (former Jordan's Meat Site) (Economic Development TIF)

Duration: 4 year term (FY14 through FY17)

Percentages: Years 1 and 2 – 50% to Developer, 10% to City TIF Project; 40% to City General Fund; Year 3 - 40% to Developer, 10% to City TIF Project; 50% to City General Fund; Year 4 – 40% to Developer, 60% to City General Fund. Total revenue to developer is capped at \$650,000 over the term of the District.

Location: Portion of block surrounded by Fore, India, and Middle Streets.

This TIF district was created to support the development of a portion of the former Jordan's Meats site. This development project included a five-story, approximately 180,000 sf. of mixed-use consisting of 12,300 sf. of retail space on Middle Street, 9,800 sf. of retail space on Fore Street, three levels of office space comprising 63,900 sf. on Middle Street, and 18 residential condominium units along Fore Street and India Street. In addition, there would be two "internal" parking garages behind the retail spaces (not visible from the street), one 110-space garage at the Fore Street level, and another 63-space garage one story above at the Middle Street Level. The Developer expected to have an urban grocery on Middle Street with a variety of produce, meats, food, and household items, with an emphasis on natural, organic and healthy items. The other retail users and the office users have not been identified yet. Use of TIF proceeds was directed to support public infrastructure investments.

This TIF was terminated by the City Council on November 3, 2014 due to the project not coming to fruition. TIF Districts perform when value is added over and above the OAV. If no development occurs, it is a non-performing TIF.

11. Strategies and Recommendations to Optimize use of TIF Districts

- ***Future public infrastructure investment.*** Align the City's future Capital Improvement Program investments, including utility and transportation investment; and,
- ***Future Growth Areas.*** Decide where the City wants to direct investment by location and type (i.e. commercial and affordable housing).

12. Summary

TIF CEAs are driven by development occurring and increasing the assessed value. With no development, the assessed value remains the same and no TIF dollars are returned to the developer. On the other hand, when the development moves forward and the assessed value increases, that is when TIF dollars can be returned to the Developer. It is performance based.

PORTLAND TIF POLICY

November 20, 2017

I. INTRODUCTION

Tax Increment Financing (TIF) is an economic development program authorized under state law to support municipal projects. The TIF program allows municipalities to provide financial assistance to local economic development projects and programs – from infrastructure, municipal economic development programs and staff, to business expansions - by using new property taxes that result from new commercial or residential investment associated with the corresponding increase in property value.

Portland TIF Policy supports investment in municipal economic development programs, infrastructure investment (which is generally through the establishment of area wide or neighborhood TIF districts) and individual project site specific TIF districts to support either infrastructure or individual private project financing needs.

The City is committed to invest in infrastructure located within the public rights-of-way that encourage economic development. Use of TIF investment to invest in infrastructure recognizes the savings which occurs through the TIF Program tax sheltering benefits.

“Infrastructure” is defined, but not limited to: traffic upgrades, public parking facilities, roadway improvements, lighting, sidewalks, water and sewer utilities, storm water management improvements and placing above ground overhead electric and telecommunications lines underground.

II. STATE TIF LIMITATION

There are acreage and value caps limitations for municipalities to establish TIF along with term limits. Term limits include bonds which may be issued for a maximum of 20 years (anticipation notes for three years). TIF districts may be designated for a maximum of 30 years.

III. PURPOSE

The primary purposes of the TIF Policy include:

- A. To support Portland Economic Development and Housing Plans and Policies;
- B. To stimulate expansion of the City’s commercial and industrial tax base;
- C. To stimulate new affordable and market rate housing investment;
- D. To retain and create quality employment;
- E. To support Portland’s Capital Improvement Plan; and,
- F. To establish standards upon which the City Council will authorize TIF.

IV. GENERAL PRINCIPLES

The three primary general principles for the City Council to establish TIF districts include:

A. Investment

Minimum Real Property Investment. A minimum of \$1 million in new taxable investment property value for commercial and industrial development and \$500,000 for affordable housing development is needed to qualify for a TIF. This is the minimum amount which makes practical sense to consider use of the TIF program due to the amount of new municipal property tax revenue generated from new private investment.

B. Jobs Associated with Commercial and Industrial Development

Applicants for TIF participation will be required to provide a plan outlining the number and quality of jobs retained or created associated with each TIF district. While there is not a specific formula for the numbers of jobs associated with the amount of TIF financial assistance, the number and quality of the jobs will be taken into consideration for each TIF district. It is recognized that housing projects do not create many permanent jobs.

C. Maximize Tax Sheltering Benefits

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. 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. In other words, specific municipal shelter benefits, for the term of the TIF, include:

- 1)** No reduction in State aid for education,
- 2)** No reduction in municipal revenue sharing and
- 3)** No increase in County taxes.

Annually, the Council Committee with jurisdiction over housing and community development and City Council will evaluate available TIF district capacity related to State acreage and value limitations to determine whether existing TIF districts need amending and/or new TIF district establishment. Scheduled public infrastructure investments included in the City's Capital Improvement Plan will inform decisions about adjustments to existing TIF districts or establishment of new TIF districts.

V. APPROACH, POLICY, and TERM REQUIREMENTS

Must meet or exceed the below requirements.

A. Approach

There are three approaches to consider establishing TIF districts. They include:

- 1) ***Municipal Economic Development Programs funded directly through a pay-as-you-go approach.***

Examples of municipal economic development programs include paying for economic development staff, annual funding to Creative Portland for city marketing/branding, and other TIF law allowable activities.

- 2) ***Area wide TIF districts financed by City Bond/Debt Issuance***

Issuance of municipal general obligation bonds or limited obligation bonds is a mechanism that may be used to fund a TIF district program. Allowable uses are spelled out in state TIF law. Generally, municipalities will issue debt to cover the cost of infrastructure investment.

- 3) ***Individual Site Specific TIF districts utilizing Credit Enhancement Agreements (CEAs)***

A CEA is a contract between a municipality and developer to assist an individual development project by using a percentage or all of the tax revenue generated by the investment to pay certain authorized project costs which could include site specific infrastructure or private individual project financing needs. Allowable project costs are spelled out in state TIF law.

B. Policy for the Three Approaches

1. **Policy for Municipal Economic Development Programs.**

Requires annual review and City Council financial appropriations.

2. **Policy for Area wide TIF District Locations (for City Bond/Debt Issuance)**

- a) Area wide TIF will be established for infrastructure investment which has applications beyond one individual project.
- b) City TIF emphasis will be placed upon the following general “Priority Revitalization Areas” to support commercial development, housing development, redevelopment, or to support buildings in need to redevelopment, address blight or historic preservation:

- Affordable housing projects off peninsula;
- Riverside Street commercial and industrial zoned areas;
- Forest Avenue corridor from I-295 to Woodfords Corner;
- Washington Avenue corridor from Congress Street to I-295;
- Portland Technology Park ;
- Areas in which future significant wastewater and/or stormwater infrastructure investments are planned;
- West Commercial Street vacant property;
- Libbytown;
- St. Johns Street Valley;
- Other areas based upon scheduled public infrastructure investment included in the City's Capital Improvement Plan.

The above list of general priority revitalization areas serve as guides to establish specific boundaries for TIF districts at time of district establishment.

- c) Market Rate Housing. Market rate rental housing projects must be located in priority revitalization areas to stimulate housing investment for the purpose of attracting 24/7 pedestrian activity. Pursuant to State Law, TIF for condominium projects are not allowed.
- d) Affordable Housing. Affordable Housing TIF (AHTIF) may be designated on an area wide or site specific basis.

The relevant City Council Committee will complete an annual assessment of housing needs and priorities. This assessment will include a determination regarding designation of an area wide AHTIF. Site specific AHTIF requests submitted by developers will be considered on a case-by-case basis. Area wide or site specific AHTIF designations must address an identified community need.

State law requires that at least 25% of the district area must be suitable for residential use, development must be primarily residential, and at least 1/3 of the units must be for households at or below 120% of area median income which allows for individual mixed income projects or area wide affordable housing TIF districts.

Allowable uses of AHTIF revenues are defined by State law.

- e) City preference is to invest in area wide public infrastructure TIF districts versus establishing individual private site specific TIF districts.

- f) Area wide TIF districts also should seek to maximize the benefit of downtown and transit oriented development (TOD) districts which are exempt from State TIF law for acreage and value limitations.
- g) Terms for area wide TIF districts will be considered for up to 100% of new tax revenue and upwards of thirty (30) years, the maximum allowed by State law, due to the long-term need to invest in neighborhood infrastructure.

NOTE 1: As of this Amended TIF Policy date, there are two existing area wide TIF Districts, i.e., Bayside and Waterfront TIF Districts.

NOTE 2: As of this Amended TIF Policy date, there also exists two Transit Oriented Development (TOD) District, namely the Thompson Point TOD TIF District and the Downtown TOD TIF District to support new or expanded transit services and improved transit connections between the Portland Transportation Center, Jetport and Downtown.

3. Policy for Individual Site Specific TIF Districts Utilizing Credit Enhancement Agreements (CEAs)

- a) CEAs for individual site specific TIF districts will be considered for investment in infrastructure or project financing need and cannot be applied to any agreed upon public infrastructure improvements associated with a City Council approved conditional rezone agreement. Additional provisions related to CEAs include:

- i) City Green Building Code

Compliance with the City's Green Building Code is required when TIF assistance is provided to individual private project CEAs.

- ii) Affordable Housing

Affordable Housing TIF (AHTIF) may be designated on an area wide or site specific basis. Developments are encouraged to promote economic diversity.

The City Council Committee will complete an annual assessment of housing needs and priorities. This assessment will include a determination regarding designation of an area wide AHTIF. Site specific AHTIF requests submitted by developers will be considered on a case-by-case basis. Area wide or site specific AHTIF designations must address an identified community need.

State law requires that at least 25% of the district area must be suitable for residential use, development must be primarily residential, and at least 1/3 of the units must be for households at or below 120% of area median income which allows for individual mixed income projects or area wide AHTIF districts.

Allowable uses of AHTIF revenues are defined by State law.

(iii) State Prevailing Wage Requirement

Any firms employed in the construction phase of a TIF-assisted project must compensate all employees the current wage rates and fringe benefits as required under applicable state prevailing wage law under 26 M.R.S.A. §1306, or Portland City Ordinance Ch. 33, §33-1 to 33-12, whichever is greater.

City staff shall provide to the relevant City Council Committee an annual update on:

- a) the impact of this prevailing wage requirements on CEAs;
- b) feasibility of construction firms to pay prevailing wages and benefits; and
- c) compliance with this section.

(iv) Equal Employment Opportunities and Nondiscrimination

The developer and its contractors employed in the construction phase of a TIF-assisted project shall adhere to a policy of non-discrimination in all employment actions, practices, policies, procedures, phases, and conditions of employment. All employment-related decisions (including but not limited to hiring, discharge, transfers, promotions, discipline, training, job opportunities, and wage and salary levels) will be made without discrimination based on an individual's race or color, religion, age, sex (including pregnancy), sexual orientation, gender identity or expression, ancestry or national origin, physical or mental disability, veteran status, genetic information, previous assertion of a claim or right under Maine's Workers' Compensation Act, previous actions taken protected under Maine's Whistleblowers' Protection Act, or any other protected group status as defined by applicable law. Provisions in applicable laws providing for bona fide occupational qualifications, business necessity, or age limitations will be adhered to by the developer and its contractors where appropriate. This policy shall not be construed to prohibit any employment action or policy which is required by federal law, rule or executive order.

b) Applicants for CEA participation must demonstrate and pay the following:

i) Financial Necessity.

The applicant must demonstrate the City's participation is financially necessary in order for the project to proceed.

ii) Financial Capacity.

The applicant must demonstrate financial capacity to support their project.

iii) Fees

A financial underwriting analysis will be conducted by a third party on all projects requesting CEA participation. Applicants for CEA assistance will be responsible for reimbursing the City for all project third party legal and financial underwriting costs.

C. Terms for CEA Projects

1) Maximum Percentages.

A maximum average percentage of 65% for the entire term associated with individual project CEAs. Notwithstanding the previous sentence, the maximum average percentage for the entire term associated with individual project CEAs for affordable housing shall be 75%. For the purposes of this policy, the term affordable housing shall be defined as in "V. Approach, Policy, and Term Requirements" Section B(2)(d) (Affordable Housing) of the Portland TIF Policy.

2) Maximum Number of Years.

Up to twenty (20) years to match individual private sector commercial financing terms; for Affordable Housing projects, up to thirty (30) years. The term of a TIF may start upon agreed trigger event, such as an increased assessed value. This would be included in a CEA on that negotiated triggering event.

3) Use of Maine Services for CEA Projects Encouraged.

VI. TIF APPLICATION AND ADMINISTRATION PROCESS

A. Application Information and Contact.

The Economic Development Department and the Housing and Community Development Division (for affordable housing projects) handle all TIF inquires and processes requests for TIF. An applicant must submit a letter to either the Economic Development Department for commercial projects or the Housing and Community Development Division for affordable housing projects outlining the proposed project, including TIF project financial information, a plan outlining both the number of permanent and construction jobs associated with the proposed project, as well as a demonstrated ability to meet the requirements under Section B(3)(a) of this policy.

B. Approval Process.

There is a two step approval process which includes obtaining a recommendation from the City Council Committee and City Council approval. Two meetings (or readings) by the City Council are needed. The City Council vote on the TIF occurs at the second meeting.

C. Post-Construction Report to City Council.

The Economic Development Department and the Housing and Community Development Division shall provide a post-construction report to the City Council Committee and City Council regarding each TIF-assisted project which shall include, but not be limited to, an analysis of the adherence to Section (V)(B)(3)(a) of this policy.

D. Annual Report to City Council.

The Economic Development Department and the Housing and Community Development Division shall provide annual reports to the City Council Committee and City Council regarding TIF district activity.



SUMMARY OF ALL APPROVED
TAX INCREMENT FINANCING (TIF) DISTRICTS
IN THE CITY OF PORTLAND A/O FYE2017 (June 30, 2017)

This provides an overview of tax increment financing districts (TIF's) approved by the City of Portland.

Please note that the City approved fifteen TIF's, with three of these TIFs having separate Credit Enhancement Agreements (CEA) for various projects included in the respective TIF Districts. These three TIF Districts are the Bayside TIF, Waterfront TIF, and Creative Portland Development and Arts TIF District. The separate CEAs are detailed in the listing below.

1. Nichols Portland (Economic Development TIF) (Expired FY14)

Duration: 20 year term (FY95 through FY14)

Percentages: Years 1 to 5, 90% to Recipient, 10% to City General Fund; years 6 to 10, 75% to Recipient, 25% to City General Fund; years 11 to 20, 50% to Recipient, 50% to City General Fund.

Location: 2400 Congress Street

This TIF was created to support Nichols Portland expansion of its existing manufacturing facility at 2400 Congress Street and retain 450 jobs.

2. Shipyard/Longfellow (Economic Development TIF) (Expired FY07)

Duration: 12 year term (FY96 through FY07). Please note this TIF has expired and the City General Fund is receiving 100% of the real estate taxes.

Percentages: 50% to Recipient; 50% to City General Fund

Location: Newbury Street

This TIF was used to transform the former Crosby-Laughlin site on Newbury Street into the Shipyard Brewing Company.

3. Auto Europe (Economic Development TIF) (Expired FY11)

Duration: 15 year term (FY97 through FY11). Please note this TIF has expired and the City General Fund is receiving 100% of the real estate taxes.

Percentages: 75% to Recipient; 25% to City General Fund

Location: Commercial Street across the street from Casco Bay Lines, former Galt Block building.

This TIF was used to renovate the former Galt Block Building into the headquarters for Auto Europe. The Galt Block Building had been vacant for over 10 years.

4. Bramhall/Holt Hall (Economic Development TIF)

Duration: 20 year term (FY00 through FY19)

Percentages: 75% to Recipient; 25% to City General Fund, plus a Payment in Lieu of Taxes (PILOT) associated with first floor space.

Location: 794 Congress Street

This TIF was used to renovate Holt Hall, built in the 1860's, and then vacant in excess of 10 years, into 36 market rate rental apartments and office space on the ground floor at a cost of almost \$4 Million.

5. UNUM (Economic Development TIF) (Expired FYE15)

Duration: 15 year term (FY01 through FY15)

Percentages: 100% capture of increased value with 75% going to the Recipient, and 25% going to economic development projects for the City.

Location: Outer Congress Street.

This TIF was utilized to support expansion of UNUM offices and to build a 1,200 space parking garage.

6. Waterfront TIF (Economic Development TIF)

Duration as originally approved March 18, 2002: 10 year term (FY03 to FY12)

Duration Extended as of June 7, 2010 for a 30-year term: FY03 to FY32

Percentage: 100% TIF capture. Annually, the City Council has adjusted this TIF capture rate to place property tax revenue in the City General Fund.

Location: Selected waterfront properties.

This is a municipal TIF to be used for waterfront projects.

6a. Waterfront Maine LP (Cumberland Cold Storage Building) on Commercial Street (Economic Development TIF)

Duration: 20-year term (FY12 through FY31)

Percentage: 63% years 1 through 5; 64% years 6 through 10; 55% years 7 through 15; 45% years 16 and 17; 40% years 18 and 19; and, 35% year 20 – with a maximum cumulative TIF payment numeric cap not to exceed \$2,870,058.

Location: 252 Commercial Street on the Portland waterfront.

The City entered into the TIF in order to support the renovation of the Cumberland Cold Storage building into a Class A office building, with continued marine uses on the first floor and berthing according to zoning regulations. The reuse of this building will accommodate the relocation of Pierce Atwood, bringing its 175 employees to the Portland waterfront.

7. **Bayside TIF** (Economic Development TIF)

Duration: 30 year term (FY04 through FY33)

Percentages: 100% TIF capture. Annually, the City Council has adjusted this TIF capture rate to place property tax revenue in the City General Fund.

The geographic area of this TIF District was expanded by City Council vote on November 17, 2014, expanding it from 62 acres, to 129 acres, to align with the area of Bayside contained in the *Bayside Vision Plans I and II*.

This is a municipal TIF to be used for public infrastructure improvements, relocation of the one remaining scrap metal recycling facility and acquisition of the scrap metal yard site, business recruitment marketing for the Bayside area, pledging TIF revenue as a repayment source to HUD or any other agency or entity that finances Bayside investment, and administrative and staff costs for the Economic Development Department. Investments from this TIF also include two Credit Enhancement Agreements (CEA's) with the following:

7a. Capital LLC (Intermed Building) on Marginal Way (Economic Development TIF)

Duration: 15 year term (FY09 through FY23)

Percentage: 100% to return, to Developer, to an annual maximum cap of \$355,000 and annual debt service threshold test.

Location: Bayside next to I-295

The City entered into the CEA in order to assist with the development of a parking structure in connection with the office building.

7b. Southern Maine Student Housing on Marginal Way (Economic Development TIF)

Duration: 11 year term (FY08 through FY18)

Percentage: 100% to return, to Developer, to a maximum annual cap of \$120,000 and annual debt services threshold test.

Location: Bayside next to I-295

The City entered into the CEA in order to assist with the development of a parking structure in connection with the student housing development.

8. **Riverwalk/Ocean Gateway** (Economic Development TIF)

Duration: 13 year term (FY07 through FY19)

Percentages: Formula based percentages in Credit Enhancement Agreement

Location: Hancock and Fore Street area

The TIF was entered into to assist with the construction of a parking structure for the development plan for the area adjacent to Hancock Street.

9. **Avesta/Pearl Place** (Affordable Housing TIF)

Duration: 30 year term (FY08 through FY37)

Percentages: Various percentages captured value to return to Developer based on Maine State Housing Authority Certificate of Approval, to a maximum of \$22,000 annual cap.

Location: Oxford and Pearl Streets

This TIF is an affordable housing TIF to assist in the creation of affordable housing in the City's Bayside area along Oxford and Pearl Streets.

10. **Creative Portland Development and Arts** (Economic Development TIF)

NOTE: *This area wide TIF District was reduced/renamed by the City Council on February 19, 2015, reducing the geography to just the Baxter Library property (see #10a below), and renaming it the Baxter Library TIF District with the term ending FY19; this will take effect with FY16).*

Original Duration: 15-year term (FY10 through FY24); **Term amended as noted above to end FY19.**

Original Percentages: 100% capture; annually, the City Council may adjust this TIF capture rate to place property tax revenue in the City General Fund; **Percentage amended to reflect the 65% capture for the Baxter Library project.**

Original Location: Multiple properties included in the Downtown Area; **Location amended as noted above to be only the Baxter Library property.**

This TIF was **originally** created to assist in maintaining the creative economy businesses through the creation of the Creative Portland Corporation and TIF funds to assist in funding its administrative personnel and program of activities up to a maximum of \$100,000 annually. ***This element of the original TIF District is now included in the recently created Downtown Transit Oriented Development (TOD) TIF District – See Item #18 below.***

10a. **Baxter Library LP at 621 Congress Street** (Economic Development TIF)

Duration: 9-year term (FY11 through FY19)

Percentage: Lesser of annual 65% to return to Developer or amount necessary to service project debt. Adjustments to annual payment if project refinancing occurs.

Location: 621 Congress Street

The City entered into the CEA in order to assist with the reuse, redevelopment, and preservation of a hallmark downtown building built in 1888, where adaptive reuse of this former library is challenging and expensive. This Project will add \$2.5 Million in new municipal assessed commercial valuation and generate an average of \$16,000 annually, in funds, to support the Creative Economy TIF Program or

the City's General Fund as directed by the City Council. The reuse of this building will accommodate the relocation of the VIA Group, bringing its 64 employees to this upper area of downtown Portland.

11. McAuley Place (Economic Development TIF)

Duration: 30 year term (FY10 through FY39)

Percentages: 60% to Recipient; 40% to City General Fund.

Location: 605 Stevens Avenue

This TIF was created to assist in the renovation of the former Mother House/Convent (built over 100 years ago) on Stevens Avenue into a market rate independent senior living community, including 45 to 50 apartments in the renovated Convent; 25 to 30 apartments (new construction) in an addition to the Convent; and, 36 units (new construction) located in three townhouse/cottages adjacent to the Convent.

12. PowerPay/Portland Public Market (Economic Development TIF)

Duration: 30 year term (FY11 through FY40)

Percentages: Years 1 through 8 – 75% to Developer, 25% to City General Fund; Years 9 through 30 – 50% to Developer, 50% to City General Fund.

Location: 25 Preble Street

This TIF district was created to support the retention and expansion of PowerPay along with redeveloping an important asset in Portland's Downtown that was formerly known as the Portland Public Market. Because of the complex renovation issues and the high cost associated with redeveloping the Portland Public Market property, PowerPay requested TIF assistance to cover the Project financing gap. PowerPay renovated and moved its headquarters to this location with well over 150 employees.

13. Thompson's Point Development Company, Inc. (Transit-Oriented TIF)

Duration: 30 year term (FY15 through FY44).

Percentages:

Phase One of Project: Years 1 through 10 – 75% to Developer and 25% to City transit-oriented projects; years 11 through 15 – 60% to Developer, 25% to City transit-oriented projects, and 15% to City's General Fund; years 16 through 20 – 50% to Developer, 25% to City transit-oriented projects, and 25% to City's General Fund; years 21 through 30 – 40% to Developer, 25% to City transit-oriented projects, and 35% to City's General Fund.

Phases Two and Three of Project: Years 1 through 30 – 0% to Developer; 25% to City transit-oriented projects; 75% to City's General Fund.

Location: Thompson's Point

This Transit-Orient Development (TOD) Tax Increment Financing (TIF) District was created to support Thompson's Point Development Company Inc.'s redevelopment of

Thompson's Point into the **Forefront at Thompson's Point**. Additionally, the TOD will assist to expand and improve transit connections between Thompson's Point and key commercial locations within Portland (i.e. Jetport, Portland Transportation Center and Portland's Downtown) and around the region.

Thompson's Point consists of approximately 30 acres of real estate adjacent to the Portland Transportation Center that is home to the Northern New England Passenger Rail Authority, which runs the Amtrak Downeaster and Concord Trailways bus company.

The Forefront at Thompson's Point is a proposed mixed-use development that will transform a blighted and grossly underutilized 30-acre parcel located along Interstate 295 into a highly visible gateway destination event center that is expected to generate significant economic activity within the District and throughout Portland. The Company plans to redevelop Thompson's Point in a manner that includes a substantial investment in public infrastructure, including construction of an above-ground parking garage with approximately 700 spaces, road extensions and widenings, rail crossings upgrade, utility investments, and expanded walking and biking trails.

14. The Village at Oceangate, LLC (Bay House) (Economic Development TIF)

This TIF was terminated by the City Council on November 3, 2014 due to the conversion of market rate apartments into condominiums which is not allowable use of TIF funds.

Duration: 11 year term (FY14 through FY25)

Percentages: Years 1 through 5 – 75% to Developer, 25% to City General Fund; Years 6 through 10 - 65% to Developer, 35% to City General Fund. Total revenue to developer is capped at \$647,971 over the term of the District.

Location: Hancock Street, between Newbury and Middle Streets.

This TIF district was created to support the development of The Bay House Project. The Project includes the construction of two new buildings that will contain ninety-four (94) market rate apartments, a parking garage, and approximately 5,700 square feet of commercial retail space. Use of TIF proceeds is directed to support public infrastructure investments.

15. Fore India Middle, LLC (former Jordan's Meat Site) (Economic Development TIF)

This TIF was terminated by the City Council on November 3, 2014 due to the project not coming to fruition.

Duration: 4 year term (FY14 through FY17)

Percentages: Years 1 and 2 – 50% to Developer, 10% to City TIF Project; 40% to City General Fund; Year 3 - 40% to Developer, 10% to City TIF Project; 50% to City General Fund; Year 4 – 40% to Developer, 60% to City General Fund. Total revenue to developer is capped at \$650,000 over the term of the District.

Location: Portion of block surrounded by Fore, India, and Middle Streets.

This TIF district was created to support the development of a portion of the former Jordan's Meats site. This development project includes a five-story, approximately 180,000 sf. of mixed-use consisting of 12,300 sf. of retail space on Middle Street, 9,800 sf. of retail space on Fore Street, three levels of office space comprising 63,900 sf. on Middle Street, and 18 residential condominium units along Fore Street and India Street. In addition, there will be two "internal" parking garages behind the retail spaces (not visible from the street), one 110-space garage at the Fore Street level, and another 63-space garage one story above at the Middle Street Level. The Developer expects to have an urban grocery on Middle Street with a variety of produce, meats, food, and household items, with an emphasis on natural, organic and healthy items. The other retail users and the office users have not been identified yet. Use of TIF proceeds is directed to support public infrastructure investments.

16. 409 Cumberland Avenue (Affordable Housing TIF)

Duration: 22 year term (FY14 through FY35)

Percentage: 50% to Developer; 50% to City Housing Affordable Housing Revolving Loan Fund

Location: 409 Cumberland Avenue

This Affordable Housing TIF District supports the development of 46 affordable units and 11 market rate units of rental housing. TIF revenues will be used by Developer to pay operating costs for the project; City TIF revenues will be used for the establishment of an affordable housing revolving loan fund.

17. 134 Washington Avenue (Affordable Housing TIF)

Duration: 20 year term (FY15 through FY34)

Percentages: 50% to Developer; 50% to City General Fund.

This Affordable Housing TIF District supports the development of an 18-unit residential rental project. TIF revenues will be used by Developer to pay for operating costs for the project.

18. Downtown Transit Oriented Development (TOD) TIF (Economic Development TIF District)

Duration: 30 year term (FY16 through FY45)

Percentages: 12% Year One; 22% years 2 through 30; 88% to General Fund Year One; 78% to General Fund Years Two through Thirty.

This Downtown TOD TIF will support various municipal and other development projects, including sidewalk and pedestrian enhancements, streetscape, lighting, yearly funding of up to \$100,000 for Creative Portland to assist in funding its administrative personnel and program of activities (see Item #10 above), street alignment, utilities, bicycle improvements, public transit, wayfinding, and administrative and staff costs for the Economic Development Department.

19. 17 Carleton Street (Affordable Housing TIF)

Duration: 22 year term (FY16 through FY37)

Percentages: Years 1 and 2: 0% to Developer; 100% to City. Years 3 through 22: 65% to Developer; 35% to City General Fund.

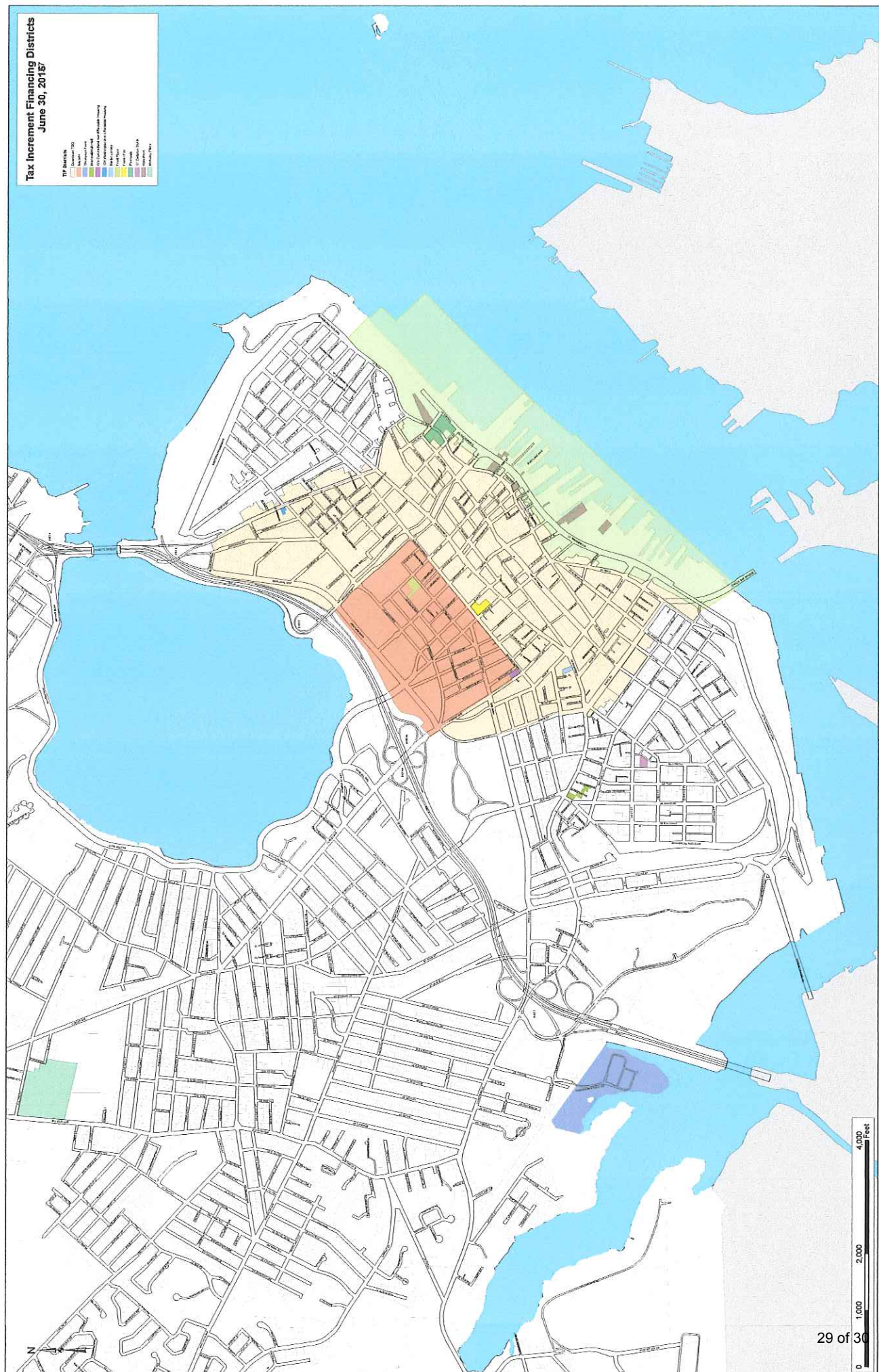
This Affordable Housing TIF District supports the development of a 37-unit residential rental project. TIF revenues will be used by Developer to pay for operating costs for the project.

20. ImmuCell (Economic Development TIF)

Duration: 12 year term (FY18 through FY29)

Percentages: Years 1 through 11: 65% to Developer, 35% to City General Fund; Year 12: 30% to Developer, 70% to General Fund.

This Economic Development TIF supports ImmuCell Corporation's expansion from its existing facility at 56 Evergreen Drive to a new two-story, 12,625 sq. ft. (est.) production facility on Caddie Lane off of Riverside Street. ImmuCell Corporation is a growing animal health company that develops, manufactures, and sells products that improve animal health and productivity in the dairy and beef industry. Over the last nearly 16 years, the Company has invested in excess of \$11 Million in the R&D of a product that addresses mastitis, the most significant cause of economic loss to the dairy industry. This lead product in development is **Mast Out**, a novel, ground-breaking treatment for mastitis in lactating dairy cows. Completion of construction of this new facility is expected in 2017.



FYE2017 Report

FY 17 Tax Rate:

0.02111

TIF Name	Starts/		TIF PLAN	TOTAL	ORIGINAL	Increased	PERCENT	Total Cpt.	PROCEEDS	City TIF	City General Fund
SITE Specific with CEA:	Ends-FY	TERM	YEAR	ASSESSED	ASSESSED	Assessed value	APPLIED	Value	TO OWNER	Funds	(OAV and Non-Captured Taxes from IAV)
HOLT HALL	00/19	20 YEARS	18	4,956,760	349,110	4,607,650	67%	3,070,538	64,819	0	39,818
- FY17 Taxes				104,637	7,370	97,267		64,819			
Baxter Library (flk/a Arts)	11/19	9 YEARS	7	2,502,600	0	2,502,600	65%	1,626,690	34,339	0	18,490
- FY17 Taxes				52,830	0	52,830		34,339			
AVESTA/Pearl Place	08/37	30 YEARS	10	3,581,560	646,050	2,935,510	35%	1,027,429	21,689	0	53,918
- FY17 Taxes				75,607	13,638	61,969		21,689			
OCEAN GATEWAY/Riverwalk	07/19	13 YEARS	11	13,319,200	1,085,550	12,233,650	52%	6,410,433	117,443	0	163,725
- FY17 Taxes				281,168	22,916	258,252		135,324			
PowerPay/Ptld Pub Mkt	11/40	30 YEARS	7	6,259,500	1,862,600	4,396,900	75%	3,297,675	69,614	0	62,524
- FY17 Taxes				132,138	39,319	92,819		69,614			
McAuley/Inactive	10/39	30 YEARS	8	0	0	0	60%	0	0	0	0
Thompson's Point TOD	15/44	30 YEARS	3	8,434,470	4,970,470	3,464,000	25%	866,000	0	18,281	159,770
- FY17 Taxes				178,052	104,927	73,125		18,281			
409 Cumberland Ave. AH	14/35	22 YEARS	4	3,717,960	470,200	3,247,760	100%	3,247,760	34,280	34,280	9,926
- FY17 Taxes				78,486	9,926	68,560		68,560			
134 Washington Ave. AH	15/34	20 YEARS	3	1,079,400	155,600	923,800	50%	461,900	9,751	0	13,035
- FY17 Taxes				22,786	3,285	19,501		9,751			
17 Carleton St. AH	16/37	22 YEARS	2	261,600	261,600	0	0%	0	0	0	5,522
- FY17 Taxes					5,522						
Area-Wide TIFs, with CEA											
BAYSIDE	04/33	30 YEARS	14	192,439,970	122,318,180	70,121,790	55%	38,552,960	463,749	350,104	3,248,555
FY17 Taxes				4,062,408	2,582,137			813,853			
- CEA/Atlantic Bayside Trust	09/23	15 YEARS	9	29,268,370	0	29,268,370	Formula		355,000		
- CEA/Blue Atlantic	08/18	11 YEARS	10	16,320,830	0	16,312,380	Formula		108,749		
WATERFRONT	03/32	30 YEARS	15	41,626,840	7,667,340	33,959,500	66%	22,576,276	192,339	284,246	402,157
FY17 Taxes				878,743	161,858			476,585			
- CEA/Waterfront Maine	12/31	20 YEARS	6	15,187,300	950,930	14,236,370	64%	9,111,277	192,339		
DOWNTOWN TOD TIF	16/45	30 YEARS	2	1,052,229,450	968,136,850	84,092,600	22%	18,500,372		390,543	21,822,021
FY17 Taxes				22,212,564	20,437,369	1,775,195		390,543			

Total Value:				1,311,149,460	1,107,923,550	203,487,510		99,638,032			
Total Taxes:				27,678,365	23,388,266	4,295,621		2,103,359	1,008,023	1,077,454	25,999,463



Finance Committee Jetport FY 2020 Budget Overview

April 9, 2019



AIRPORT SERVICE QUALITY AWARDS INDUSTRY RECOGNITION OF THE BEST AIRPORTS IN THE WORLD

The Airport Service Quality Awards are the industry's most prestigious accolades. The awards recognise the airports which have achieved the highest passenger satisfaction ratings in the ASQ Survey—the world's benchmark measure of airport excellence.

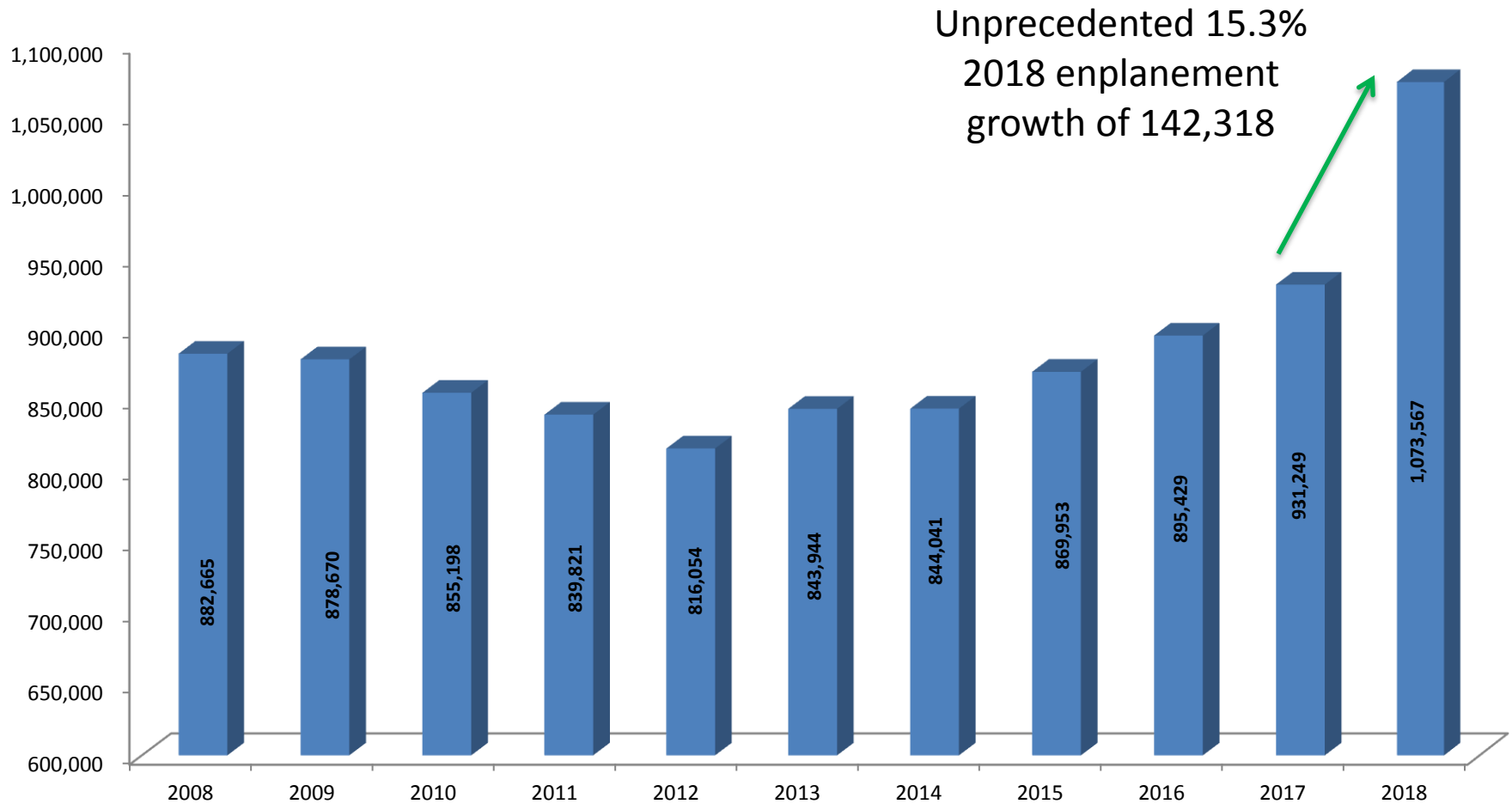
Portland International Jetport FY20 Budget Summary

	FY 18	FY 19	FY 19	FY 20	%
REVENUES:	Actual	Budgeted	Projected	Request	Change
Terminal Division:	\$15,122,253	\$15,729,371	\$16,201,252	\$16,970,819	7.9%
General Aviation:	\$198,921	\$189,431	\$232,153	\$246,500	30.1%
Operations Division:	\$41,758	\$42,625	\$42,625	\$58,125	36.4%
Parking Division:	\$7,163,068	\$7,406,650	\$7,439,641	\$8,585,042	15.9%
Airfield Deicing Facility:	<u>\$757,268</u>	<u>\$744,670</u>	<u>\$744,670</u>	<u>\$717,789</u>	-3.6%
TOTAL REVENUES:	\$23,283,268	\$24,112,747	\$24,660,341	\$26,578,275	10.2%
EXPENDITURES:	FY 18	FY 19	FY 19	FY 20	%
	Actual	Budgeted	Projected	Request	Change
Administration:	\$930,292	\$1,047,618	\$1,036,107	\$1,221,479	16.6%
Jetport Field:	\$3,765,043	\$4,091,912	\$4,021,687	\$4,577,799	11.9%
General Aviation:	\$15,424	\$17,168	\$17,168	\$17,168	0.0%
Fringe & Indirect Costs:	\$3,494,553	\$3,960,802	\$3,851,979	\$4,084,313	3.1%
Operations:	\$2,437,374	\$2,595,898	\$2,609,190	\$2,702,802	4.1%
Terminal:	\$5,543,958	\$5,970,545	\$6,043,354	\$6,992,649	17.1%
Marketing:	\$296,801	\$501,890	\$529,890	\$598,640	19.3%
Parking:	\$4,293,508	\$4,447,615	\$4,491,402	\$4,907,020	10.3%
Airfield Deicing Facility:	<u>\$679,906</u>	<u>\$700,661</u>	<u>\$700,661</u>	<u>\$674,781</u>	-3.7%
TOTAL EXPENDITURES:	\$21,819,643	\$23,334,109	\$23,301,438	\$25,776,652	10.5%
SURPLUS:	\$1,463,625	\$778,638	\$1,358,903	\$801,623	3.0%

Portland International Jetport FY20 Budget Summary

	FY 18 ACTUAL	FY 19 BUDGETED	FY19 PROJECTED	FY 20 REQUEST	
Total Operating Revenues:	\$22,896,385	\$24,112,747	\$24,660,341	\$26,578,275	
Interest on Investments - Revenue Fund	\$378,399	\$100,000	\$100,000	\$161,000	
Less: M&O Expenses:	(\$17,735,020)	(\$17,232,112)	(\$17,266,323)	(\$18,357,975)	
Net Revenue:	\$5,539,764	\$6,980,635	\$7,494,018	\$8,381,299	
Debt Service:	\$4,139,287	\$4,142,963	\$4,142,963	\$4,134,163	
Debt Service Ratio:	1.34	1.68	1.81	2.03	
Airline Revenues:	\$7,489,238	\$8,265,818	\$8,265,818	\$8,805,809	
Enplanements:	969,683	951,000	1,070,000	1,075,000	13.0%
Airline C.P.E.:	\$7.72	\$8.69	\$7.73	\$8.19	-5.8%
Total Jetport FTEs:		56		59	
	Moody's Medians FY17 Small Hub	Jetport FY17	Jetport FY20 Request		
Debt Service Ratio	1.86	1.76	2.03		
Debt Per Enplaned Passenger	\$52.87	\$125.71	\$102.95		
Airline C.P.E.	\$8.18	8.06	\$8.19		
Days Cash on Hand	562	470	445		
MSA Population	1,010,000	532,083	532,083		

Passenger Boarding (Enplanement) Statistics



Passenger Boarding Statistics: New England Comparison

	Enplanements							
	PWM	MHT	BDL	BOS	BGR	PVD	BTV	Total
2000	668,098	1,568,860	3,651,943	13,613,507	272,833	2,684,204	446,363	22,905,808
2001	625,591	1,599,062	3,416,243	11,739,553	254,678	2,751,762	509,031	20,895,920
2002	623,093	1,647,797	3,221,081	11,077,238	239,617	2,662,721	546,857	20,018,404
2003	625,267	1,776,347	3,098,556	11,087,799	302,547	2,553,584	546,452	19,990,552
2004	687,344	1,937,142	3,326,461	12,758,020	357,040	2,732,524	627,423	22,425,954
2005	734,295	2,149,035	3,617,453	13,214,923	433,816	2,846,002	690,641	23,686,165
2006	710,142	1,931,563	3,409,938	13,544,552	411,352	2,588,992	681,678	23,278,217
2007	819,995	1,920,911	3,231,374	13,783,297	346,688	2,499,677	703,186	23,305,128
2008	876,102	1,834,875	3,006,362	12,820,489	355,508	2,342,593	747,559	21,983,488
2009	871,291	1,578,349	2,626,873	12,566,797	388,681	2,153,168	700,592	20,885,751
2010	851,566	1,391,797	2,640,155	13,561,814	416,328	1,951,566	640,790	21,454,016
2011	833,005	1,342,308	2,772,315	14,180,730	391,597	1,920,699	636,019	22,076,673
2012	799,136	1,210,189	2,647,610	14,293,695	302,610	1,809,322	615,026	21,677,588
2013	836,942	1,190,082	2,681,181	14,810,153	315,319	1,884,830	606,503	22,325,010
2014	844,041	1,048,128	2,913,380	15,425,869	288,939	1,764,828	602,932	22,888,117
2015	869,953	1,042,987	2,969,794	16,680,910	239,609	1,786,599	594,034	24,183,886
2016	895,429	1,010,408	3,025,166	18,083,245	246,913	1,826,949	604,576	25,692,686
2017	931,249	986,554	3,214,976	19,145,096	275,399	1,969,966	591,556	27,114,796
2018	1,073,567	926,481	3,330,734	20,431,531	303,546	2,150,000	674,944	28,890,803
						^Projection^		
Current Off High	142,318	(1,222,554)	(321,209)	1,286,435	(130,270)	(696,002)	(156,003)	1,776,007
	15.3%	-56.9%	-8.8%	6.7%	-30.0%	-24.5%	-20.9%	6.5%

Questions?



REVISED AND RESTATED LEASE AGREEMENT

BETWEEN

THE CITY OF PORTLAND

AND

PORTLAND MAINE BASEBALL, INC.

FOR

PREMISES KNOWN AS

HADLOCK FIELD AND RELATED FACILITIES

LOCATED AT

PARK AVENUE, PORTLAND, MAINE

TABLE OF CONTENTS

	<u>Page</u>
ARTICLE 1. DEFINITIONS	2
ARTICLE 2. SUBJECT PREMISES	7
ARTICLE 3. MUTUAL REPRESENTATIONS: GUARANTY	9
ARTICLE 4. TERM	10
ARTICLE 5. RENT	11
ARTICLE 6. CLUB'S USE OF LEASED PREMISES	11
ARTICLE 7. CITY USE OF LEASED PREMISES	16
ARTICLE 8. CONCESSIONS	18
ARTICLE 9. PARKING	21
ARTICLE 10. OPERATION, MAINTENANCE AND REPAIR OF THE PREMISES	22
ARTICLE 11. OPERATING PERSONNEL TO BE SUPPLIED BY CLUB	24
ARTICLE 12. UTILITIES	25
ARTICLE 13. SCOREBOARDS. SIGNS AND ADVERTISING	26
ARTICLE 14. ALTERATIONS BY CLUB	28
ARTICLE 15. COVENANT AGAINST LIENS	30
ARTICLE 16. DEFAULT	32
ARTICLE 17. INDEMNIFICATION	36
ARTICLE 18. INSURANCE	38
ARTICLE 19. DAMAGE TO THE PREMISES	41
ARTICLE 20. SUSPENSION OF BASEBALL	43
ARTICLE 21. COMPLIANCE WITH LAWS	44
ARTICLE 22. INSPECTION	44

ARTICLE 23.	ASSIGNMENT AND SUBLETTING	45
ARTICLE 24.	NO SURRENDER	46
ARTICLE 25.	WAIVER OF REDEMPTION	46
ARTICLE 26.	NOTICES	47
ARTICLE 27.	OBLIGATIONS TO MAINTAIN FRANCHISE	48
ARTICLE 29.	NO WAIVER	49
ARTICLE 30.	INTERPRETATION	49
ARTICLE 31.	ENTIRE AGREEMENT	50
ARTICLE 32.	SUCCESSORS BOUND	50
ARTICLE 33.	CAPTIONS	50
ARTICLE 34.	PARTIAL INVALIDITY	50
ARTICLE 35.	NO MERGER	51
ARTICLE 36.	APPROVAL OF CITY	51
ARTICLE 37.	MEMORANDUM OF LEASE	51

REVISED AND RESTATED LEASE AGREEMENT
BETWEEN
THE CITY OF PORTLAND, MAINE,
AND
PORTLAND MAINE BASEBALL, INC.

This is a Revised and Restated Lease and Use Agreement made as of the 18th day of June 2007 between the **CITY OF PORTLAND**, a municipal corporation, having its offices at Portland City Hall, 389 Congress Street, Portland, Maine 04101, (hereinafter the **CITY**), and Portland Maine Baseball, Inc. a Maine corporation and owner of the Eastern League AA Franchise known as the Portland Seadogs with a principal office located at Hadlock Field, 271 Park Avenue, Portland, ME, and with a mailing address of P.O. Box 636, Portland, ME 04104 (hereinafter the "**CLUB**").

W.I.T.N.E.S.S.E.T.H

WHEREAS, the **CITY** has developed, constructed, operated and maintained, in conformity with minor league AA baseball standards, an outdoor stadium and sports facility on property owned by the **CITY** and located at 271 Park Avenue within the City of Portland (hereinafter the "**Premises**") and has made provisions for the necessary financing of said facility; and

WHEREAS, Daniel B. Burke was awarded a franchise by the Eastern Baseball League of the Professional Baseball Association to operate a AA baseball team in said league and assigned said franchise to **CLUB**;

WHEREAS, **CLUB** agreed to locate and maintain such team in the

CITY;

WHEREAS, the City and the Club entered into a Lease Agreement dated November 18, 1993, pursuant to which the Club leased baseball facilities from the City known as Hadlock Field and located on Park Avenue, and the City and the Club amended and extended that Lease Agreement by an Amendment #1 to Lease Agreement dated June 14, 1999;

WHEREAS, the Club has operated successfully at this site for over 13 years and wishes to extend its Lease Agreement with the City, and the City wishes to have such an extension, and the Club and the City wish to revise certain provisions of the Lease in ways that are beneficial to both the Club and the City;

WHEREAS, the Sea Dogs have committed to expending \$1,7000,000 to construct a clubhouse for the CLUB'S exclusive use during the term of this agreement; and

NOW, THEREFORE, the **CITY** hereby leases to **CLUB** and **CLUB** hereby leases from **CITY** the subject outdoor stadium and sports facility (the "**Premises**") for baseball and related uses upon the terms and conditions of this Revised and Restated Lease Agreement (the "Revised and Restated Lease" or "Lease") as hereinafter set forth.

ARTICLE 1. DEFINITIONS

The following words and terms, when used in this Lease, shall, whether used in the singular or in plural, have the following meanings.

1.1 **Baseball Occupancy Period** - The period from the 1st day of April through September 30 of the year in question, both dates included.

1.2 **Baseball Rules** - All rules, regulations, contracts and arrangements, which at the time in question, govern the rights and duties and privileges and obligations of **CLUB** as a member of the Eastern League or the National Association of Professional Baseball Leagues, Inc.

1.3 **Charity Game** - Any baseball game other than an All Star game, the net proceeds of which are paid to a not-for-profit organization and which includes **CLUB's Club** as one of the participants and, under the baseball rules, is scheduled or required to be played on the **Premises**.

1.4 **Concession** -The business of selling, renting or furnishing goods or services of any type or kind, including but not limited to food, drink, merchandise, souvenirs and cushions, but excluding the sale of parking privileges.

1.5 **Concession Contract** - Any written agreement entered into between **CLUB** and any person or entity by which there is granted to such person or entity the whole or any part of the rights of **CLUB** to operate concessions in and about the stadium.

1.6 **Concession Facilities** - The facilities for the preparation and service of food and drink and for the sale or rental of other goods and services, including all equipment and fixtures affixed or attached to any part of the concession space

and all improvements, additions, alterations, equipment, fixtures and installations constructed, provided or added in or to said space at any time.

1.7 **Date Of Readiness** - The date designated by **CITY** in a notice served on **CLUB** as the date on which the **Premises** is ready to be used for the purposes of this Lease, which date shall be no later than April 1, 1994; provided, however, that exterior landscaping and similar work which does not materially interfere with beneficial occupancy of the Premises may be completed later. Based upon the availability of asphalt and to the extent reasonable, parking surfaces, sidewalks and other similar areas of access to the Premises shall be paved upon beneficial occupancy or as soon thereafter as feasible.

1.8 **Eastern League** - Any minor league professional baseball League of which **CLUB** is a member **CLUB** any time during the term of this Lease regardless of the name by which such minor league is known or denominated.

1.9 **Eastern League Schedule** - The listing which is officially promulgated by the Eastern League each year setting forth the games to be played by Eastern League teams and the All star game or games for such year, and the dates on which all such games are scheduled to be played.

1.10 **Entity** - An individual, partnership, firm, company, association, joint stock association, public or private corporation or other like organization and any unit or branch of

government or public department, agency or board including but not limited to any department, agency or board of **CITY**.

1.11 **Exhibition Game** - Any baseball game other than a regular home game, charity game, playoff game, interdivisional championship game or inter-league championship game between **CLUB** and any other team which is sanctioned or permitted by the baseball rules and or by the authorities of minor league baseball having jurisdiction to authorize the playing of such game and which is scheduled to be played in the **Premises**.

1.12 **Force Majeure** - (1) act of God, (2) fire, floods, earthquake, blizzard, storm or other casualty, (3) strike, lockout or other labor dispute, (4) riot, insurrection, civil commotion, sabotage, vandalism or enemy or hostile government action, (5) inability to procure labor, materials or supplies (6) law, statute, ordinance, order, rule or regulation or requirement of any superior governmental authority or any appropriate agency, office or department, board or commission thereof whether now or hereafter in force including, without limitation, rationing restriction in respect of any construction work for the use of labor or materials (7) judicial or other legal restriction or order affecting the performance of any covenant to be performed hereunder, (8) any other condition beyond the reasonable control of a party required to perform hereunder.

1.13 **Home Game** - Any regular home game, all star game, exhibition game, charity game, interdivisional championship game,

playoff game or inter-league series game which under the baseball rules, is scheduled, required, or authorized by the CITY, to be played in the Premises.

1.14 Minor League - The Eastern League or its successor as now or hereafter constituted or organized and recognized as a minor league by the baseball rules and any other leagues existing during the term of this Lease which shall be generally known and recognized as minor leagues and the members of which shall be authorized by the baseball rules to play professional baseball and regularly scheduled competition culminating in a world series.

1.15 Night Game - Any home game or event the scheduled starting time of which is 6:00 P.M. or later.

1.16 Other User - CITY or any entity to whom or which CITY has granted a use authorization.

1.17 Playoff Game - Any baseball game which is scheduled to be played between CLUB and another Eastern League team at the conclusion of the regular baseball season and which, under the baseball rules is scheduled, required, authorized or permitted to be played in the stadium.

1.18 Related Activity - An event or activity which is scheduled or arranged by CLUB to be held or take place on the day of any home game or immediately following any home game for the purpose of increasing attendance at home games. If any proposed event or activity is of a kind or character not previously

conducted by a minor league team in conjunction with a baseball game, the prior written approval of the **CITY** shall be required.

1.19 Road Trip Period - Each period during a baseball occupancy period when **CLUB** is scheduled to play one or more successive games anywhere other than in the Premises

1.20 Use Authorization - Any grant by contract, lease, rental agreement, license, permit or other authorization, not including this Lease, entered into or issued by **CITY** with any entity whereby a right is conferred to use the Premises for an event.

ARTICLE 2. SUBJECT PREMISES

2.1. **CITY** grants to **CLUB**, and **CLUB** hereby accepts from **CITY**, the right to use (for the uses described herein) an outdoor stadium and sports facility and related facilities, i.e. the Premises.

2.2 The **Premises** include the stadium, Hadlock Baseball field, (including proper batting cage and fielding safety screens), clubhouse facilities, enclosed picnic area, office space, press box, restrooms, the shell for concession stands and concession storage, indoor area for additional batting cage and/or pitching area, visitor shower and locker facilities in the adjacent Exposition Building (hereinafter the "Expo"), all space and area, enclosed or unenclosed, within or under the stadium structure, all improvements, fixtures and equipment and exterior ticket booths and other installations owned by **CITY** and used in

connection with the operation of the stadium and all permanent additions, alterations, fixtures, equipment and installations constructed, provided or added thereto at any time by **CITY, CLUB** or any other entity and such other space or structures as agreed upon and required to meet the League standards and requirements.

Field equipment as described in Exhibit B to this Revised and Restated Lease hereby becomes the property of the Club.

2.3. The Premises shall be available as provided herein for the use of the Club from April 1 through September 30 of each year of this Lease; EXCEPT that the following areas of the Premises shall be available on a year-round basis for the Club's exclusive use:

A) Office space, concession stands, concession storage space and other storage space in the Stadium identified as 'Club space' in the "Master Plan" describing the Premises attached to this Revised and Restated Lease as Exhibit C;

B) Sea Dogs clubhouse

C) Private skyboxes; and

D) Private lounge.

2.4 **CITY** has developed and provided the **Premises** in accordance with the minimum mandatory requirements for minor league AA baseball at **CITY's** cost and expense; EXCEPT that **CITY** provided only the shell for concession stands, with utility hookups available, and **CLUB** equipped said stands at its own cost and expense, and **CLUB** shall provide any indoor batting cages. All

indoor facilities shall be located at the stadium, Hadlock Baseball Field, or in the Expo. A copy of the mandatory minimum requirements for minor league AA baseball is attached hereto and incorporated herein as Exhibit A.

ARTICLE 3. MUTUAL REPRESENTATIONS: GUARANTY

3.1 **CITY** hereby represents and warrants that it has the exclusive ownership of the Premises and that it has full authority to enter into this Lease for the use of said Premises. Notwithstanding the foregoing, **CLUB** understands and agrees that the **CITY** leases the Expo to the Portland School Department, and that **CLUB's** use of the Expo shall be coordinated with said School Department and the Expo's manager.

3.2 In the event that ownership of the Franchise should, for any reason, during the term of this Lease be assumed or transferred to any entity other than the **CLUB**, said transfer shall be subject to assumption by such entity of all of the rights and obligations under this Lease. In the event that the Controlling Group, as defined below, shall cease to own in the aggregate, beneficially and of record, at least 51% of the voting equity of (a) the **CLUB** (before any such transfer), or (b) any entity to which the Franchise or the Lease has been transferred, the **CITY** shall have a one year option (beginning on the date on which the Controlling Group ceases to own such 51%) to purchase, or arrange for the local purchase, of the Franchise at its then appraised value, subject to the provisions of Major League

Rule 36. Said appraisal process shall include two appraisals, one selected and paid for by each party, and a review appraisal, the cost of which shall be shared equally, unless **CLUB** and **CITY** otherwise mutually agree upon another process. The **CLUB** agrees to execute such additional documents as may be necessary to implement the foregoing, said documents to be in a form reasonably satisfactory to **CITY**. Copies of any such documents shall be provided to **CITY**. In exercising its option, **CITY** will comply with all provisions of Major League Rule 36. For purposes of this paragraph, the term "Controlling Group" shall mean any combination of (a) any or all of Daniel B. Burke, his wife, his children, the spouses of such children, and the lineal descendants of any of the foregoing (all of the foregoing defined as "Burke Family Members"); (b) any trusts or trustees of trusts of which the beneficiaries are one or more Burke Family Members; (c) any guardians, conservators, custodians or nominees for anyone or more Burke Family Members; and (d) any individual Retirement Account, S.E.P., Keogh or similar plan or trust benefiting one or more Burke Family Members.

ARTICLE 4. TERM

4.1 The term of this Lease shall commence at 12:01 a.m. October 1, 1993 and expire at midnight on September 30, 2003, unless sooner terminated as hereinafter provided.

4.2 The term of this lease was extended in Amendment #1, signed June 14, 1999, through September 30, 2008, with an option to renew through September 30, 2013.

4.3. The term of this Lease is hereby extended for an additional fifteen (15) years beyond the option provided for in Amendment #1, through and including September 30, 2028, on the terms and conditions provided herein.

ARTICLE 5. RENT

5.1. Effective April 1, 2007, and each April 1 thereafter through and including April 1, 2008, **CLUB** shall pay to **CITY** an annual payment of One Hundred and Fifteen Thousand Dollars (\$115,000). 5.2 In acknowledgement of the Sea Dogs commitment to finance and construct a new club house, the City shall credit \$50,000 against the annual rent payment due and owing each April 1 beginning in 2009 through the term of the lease.

5.3 Effective April 1, 2009 through and including April 1, 2013, CLUB shall pay to CITY an annual payment based on the following schedule:

(a) One Hundred and Fifty Thousand Dollars (\$150,000) for every year attendance for the prior season was 325,000 or above;

(b) One Hundred and Twenty-Five Thousand Dollars (\$125,000) for every year attendance for the prior season was below 325,000 but was 275,000 or above;

(c) One Hundred Thousand Dollars (\$100,000) for every year

attendance for the prior season was below 275,000.

5.4 Effective April 1, 2014 through and including April 1, 2018, CLUB shall pay to CITY an annual payment based upon the following schedule:

(a) One Hundred and Seventy-Five Thousand Dollars (\$175,000) for every year attendance for the prior season was 325,000 or above;

(b) One Hundred and Fifty Thousand Dollars (\$150,000) for every year attendance for the prior season was below 325,000 but was 275,000 or above;

(c) One Hundred and Twenty-Five Thousand Dollars (\$125,000) for every year attendance for the prior season was below 275,000.

5.5 Effective April 1, 2019 through and including April 1, 2023, CLUB shall pay to CITY an annual payment based upon the following schedule:

(a) Two Hundred Thousand Dollars (\$200,000) for every year attendance for the prior season was 325,000 or above;

(b) One Hundred and Seventy-Five Thousand Dollars (\$175,000) for every year attendance for the prior season was below 325,000 but was 275,000 or above;

(c) One Hundred and Fifty Thousand Dollars (\$150,000) for every year attendance for the prior season was below 275,000.

5.6 Effective April 1, 2024 through and including April 1, 2028, CLUB shall pay to CITY an annual payment based upon the following schedule:

(a) Two Hundred and Twenty-Five Thousand (\$225,000) for every year attendance for the prior season was 325,000 or above;

(b) Two Hundred Thousand Dollars (\$200,000) for every year attendance for the prior season was below 325,000 but was 275,000 or above;

(c) One Hundred and Seventy-Five Thousand Dollars (\$175,000) for every year attendance for the prior season was below 275,000.

5.7 The forgoing payments shall be made in legal tender, said payments to be made at the offices of CITY'S chief fiscal officer or at such other place as CITY may from time to time designate.

5.8 When payment is based upon attendance of 325,000 or above, **CITY** agrees that Fifty Thousand Dollars (\$50,000) of the foregoing payments shall be set-aside each year by **CITY** in a separate account designated for Hadlock Stadium maintenance and **CITY** agrees, through its annual budget process, to match the \$50,000 set-aside each year. As long as the terms of this Agreement are in force, the \$50,000 paid by the team will not be

diverted for any other purpose by the **CITY**, regardless of budgetary circumstances.

When payment is based on attendance below 325,000 but at 275,000 or above, as provided in section 5.3, 5.4, 5.5 and 5.6, the set-aside will be reduced to Twenty-Five Thousand Dollars (\$25,000) with a \$25,000 match. When payment is based upon attendance below 275,000, there will not be a set-aside and match, but the CITY and CLUB agree to discuss the issue of ballfield maintenance and the cost-sharing thereof reasonably in advance of the baseball season. "Attendance" as used herein shall be calculated in the same manner as Total Attendance is calculated under the Eastern League Rules and Regulations, as they may be amended from time to time, or under the Rules and Regulations of any other similar successor baseball league of which the CLUB is a member. Attendance for each Baseball Occupancy season shall be reported within sixty (60) days of the close of each season, and shall be the basis for the payment due on the following April.

ARTICLE 6. CLUB'S USE OF LEASED PREMISES

6.1 During each Baseball Occupancy Period, **CLUB** shall have the exclusive right to use and occupy the Premises (in addition to **CLUB's** year-round exclusive use space) in connection with the exhibition to the public of home games and for three (3) non-Eastern League baseball events for six (6) hours before the game or the special event time until one (1)

hour after the end of said game or event.

6.2 Within ten (10) days after the official Eastern League Schedule is established for each year, **CLUB** shall give written notice to **CITY** or its designee of all home games on said schedule and shall specify not more than three (3) dates (other than dates of home games reserved by **CLUB**) for non-Eastern League baseball events within the Baseball Occupancy period. A copy of the 1994 Eastern League schedule will be provided to **CITY**. The **CLUB** will make provision during the home game schedule for rescheduling of postponed games or events. If any game or event is rescheduled, **CLUB** shall promptly give notice to **CITY** of such rescheduling.

6.3 During the Baseball Occupancy period, **CLUB** shall have the right to use the playing field for baseball practice, except on days when the Portland or Deering High School Baseball team has scheduled use of the field; provided, however, that such use by the Portland or Deering High School Baseball team shall not interfere with **CLUB's** exclusive use of the field six (6) hours before the start time of a home game.

6.4 **CLUB** shall schedule and play all of its home games at the **Premises**, unless transfer of such games to other locations is necessitated by postponements, the unplayable condition of the playing field or Force Majeure. If **CLUB** is required by the Eastern League schedule to play any baseball game where **CLUB** is designated as the home team elsewhere than in the **Premises**, **CLUB** may do so provided:

A) no more than five (5) such baseball games are scheduled in any Baseball Occupancy period,

B) no such games shall be played within fifty (50) miles of the Premises, unless approved by the **CITY**, and

C) such arrangement equally affects all baseball teams in the division.

6.5 **CLUB** shall have the right to transmit and to license or to authorize others to transmit by any means of communication, including but not limited to radio and television, all or any part of home games and related activities played or conducted in the Premises and any information or data relating thereto, including, without limitation, so called "pre-game" and "post-game" shows.

6.6. The Club is authorized to postpone home games due to inclement weather, in accordance with Eastern League rules, policies and procedures.

6.7. The Club is authorized to provide no more than five fireworks displays per season at the Premises, provided the following conditions are met:

A) The Club's use of fireworks conforms to all relevant local, state and federal regulation;

B) The Club arranges for inspection or other oversight by the State Fire Marshal prior to its use of fireworks;

C) The club agrees to defend and indemnify the City

against any claims related to the fireworks, carries appropriate insurance for the fireworks and names the City as additional insured on the relevant insurance policy.

ARTICLE 7. CITY USE OF LEASED PREMISES

7.1 Except as provided in section 2.3 for **CLUB's** exclusive use storage and office space, **CITY** shall have the right to use, or to permit use of, the Premises without prior notice to or consent by **CLUB** for any date from October 1 through March 31 of each year of this Lease.

7.2 During the Baseball Occupancy Period, **CITY** shall have the right to use, or to permit use of, the Premises for the regular home game and practice schedule of the Portland or Deering High School Baseball Team, and/or for any amateur baseball Tournament game. Any such uses shall not, however, conflict with the requirement that the premises be available for the use of the **CLUB** at least six (6) hours before any home game or scheduled event.

7.3 **CITY** shall have the right to charge and to retain permit and/or user fees for all use of the Premises by non-**CLUB** entities. **CITY**, or the sponsoring agency, shall further have the right to charge admission fees for such non-**CLUB** events, and all such fees shall be the property of the **CITY** or the sponsoring agency, as may be agreed between them. **CITY**, or **CITY** and the sponsoring agency, as applicable, shall be responsible for

parking, security and clean-up during non-**CLUB** events. **CLUB** agrees, upon request of **CITY** or the sponsoring agency, to provide some or all of its personnel, to the extent that they are reasonably available, (e.g. ticket takers, security, ushers, groundskeepers etc.) to work at such non-**CLUB** events, at a fee and upon terms to be negotiated between the **CLUB** and the **CITY** or sponsoring agency, as applicable.

7.4 **CITY** shall have the exclusive right to authorize, and to receive all revenue from, the placing and operation of public telephone booths in and upon any and all parts of the Premises but no such booths shall be placed in **CLUB'S** exclusive use year-round space without **CLUB'S** consent.

7.5 **CITY** shall provide reasonable notice to **CLUB** of the name of other users of the Premises and the schedule of their use during the Baseball Occupancy period.

7.6. The City is authorized to postpone games scheduled to be played on the Premises by the Portland or Deering High School Baseball Teams, or any other non-Club event, due to inclement weather.

7.7. Subject to the provisions of Article 6 of this Lease concerning the Club's priority for use of the Premises for Eastern League games, the City shall have the right to use certain rest rooms within the US Cellular Pavilion and Hadlock Field Concourse as follows:

A) The City may provide public access to the rest rooms

within the US Cellular Pavilion in conjunction with any event held at Fitzpatrick Stadium. The City shall be responsible for cleaning and maintaining these rest rooms after each such event at the City's sole cost and expense.

B) The City may provide public access to the rest rooms within the Hadlock Field Concourse in conjunction with the following events held at Fitzpatrick Stadium or the Expo: any Maine Principals' Association tournament event; any Maine Band Directors' Association tournament event; any NCAA event; the annual Thanksgiving football game between Portland and Deering High Schools; any event at Fitzpatrick Stadium for which the City projects total attendance to exceed 3,000; and any event at the Expo for which the City projects total attendance to exceed 2,500. The City shall be responsible for cleaning and maintaining these rest rooms after each such event at the City's sole cost and expense.

ARTICLE 8. CONCESSIONS

8.1 **CLUB** shall have the exclusive right to sell, rent or furnish concessions in any part of the Premises during home games or events by means of portable or mobile vending devices, by vendors carrying concessions, or automatic vending machines or at stands or booths. The installation of any such machines, stands or booths in any part of the Premises shall be subject to the prior written approval of **CITY**.

8.2 **CITY** shall not permit any other person or entity to

operate any concession in the Premises during home games without the prior written approval of **CLUB**.

8.3 All concessions sold, rented or furnished under the rights granted herein shall conform to Federal, state and local laws and regulation, and shall be appropriate items to be sold at league baseball games.

8.4 **CLUB** shall have the right to exercise directly, or through a subcontractor, any and all concession rights granted hereunder, subject to the prior written approval of **CITY** of any subcontractor(s). Any subcontract or any such exercise of rights or performance of duties or obligations by any concessionaire or concessionaires shall not relieve **CLUB** of any of its duties or obligations to **CITY** under this Lease or from any liability to **CITY** for any breach thereof.

8.5 **CLUB** shall be entitled to receive and retain all revenues from the operation of all concessions, except as provided in section 8.8 below.

8.6 Concession facilities must be operated for all home games and related activities, except that not all of the stands or booths for said facilities need be operated during a given home game and related activity. Determination of the number and location of those facilities to be operated for such home game and related activity shall be made by **CLUB** on the basis of the advance sale of admission tickets, or other reasonable determination of attendance.

8.7 **CLUB** will operate a minimum of one (1) concession facility for all non-**CLUB** events for which a use authorization has been granted by **CITY**. Determination of the number and location of facilities to be operated for such activity shall be made by **CLUB** on the basis of the advance sale of admission tickets, if any, or on actual attendance at the event.

8.8. **CLUB** agrees to pay **CITY** ten percent (10%) of its gross concession receipts for food from all of its food concessions at any non-**CLUB** event. Said payment shall be made within thirty (30) days of the event and shall be in addition to any other payments due to **CITY** hereunder. "Gross concession receipts" for purposes of this section shall mean the total of all amounts received by **CLUB**, or its subcontractors, from the sale or furnishing of food from or on the Premises in connection with a non-**CLUB** event. Gross concession receipts shall not include sales tax paid or payable on such sales, rentals or furnishings. **CLUB** shall transmit a certified statement of the total of said Gross concession receipts for food with its payment to **CITY**.

8.9 Every user of the **Premises** shall have the right to print or arrange for the printing of such score cards, programs and other literature at its sole cost and expense.

ARTICLE 9. PARKING

9.1. Unless the **CLUB** and **CITY** agree otherwise in writing, **CLUB** shall operate, control and manage all Premises' public

parking areas and the employee and team reserved parking designated on said parking shall be managed in conformity with standards approved by the **CITY** and any fees for parking shall be charged only with the prior written approval of the **CITY**.

9.2 **CLUB** at its own expense shall keep all Premises' parking areas and improvements thereon clean during all hours of any home game and related activity and shall do debris cleanup after said activity.

9.3 **CLUB** shall at its own expense provide all personnel required for the operation of all the Premises' parking areas during or for all home games and related activities. **CLUB** agrees to provide personnel when necessary to assist in enforcing parking regulations in surrounding residential areas during home games and related activities.

9.4 **CLUB** will receive the parking revenue related to Sea Dogs games, minus CITY expenses for staffing the lots.

ARTICLE 10. OPERATION, MAINTENANCE AND REPAIR OF THE PREMISES

10.1 Unless otherwise expressly set forth in this Lease, **CITY** is responsible for the operation, maintenance, and repair of the Premises at **CITY** cost and expense, other than **CLUB**'s year-round exclusive use space, which shall be **CLUB**'s responsibility. **CITY**'s responsibility shall be to maintain the Premises at no less than the minimum standards required for AA minor league

baseball.

10.2. Effective January 1, 2008, unless otherwise expressly set forth in this Revised and Restated Lease, the Club is responsible for field operation and maintenance, including winterizing and repairing the field as necessary due to winter conditions. The Club's responsibility shall be to operate, maintain and repair the field at no less than the minimum standards required for AA minor league baseball and required by applicable local, state or federal regulation.

10.3. The City shall have the right, pursuant to Article 22 of this Lease, to enter and inspect the Premises for the purpose of determining whether the Premises are being operated, maintained and repaired in accordance with section 10.1. If the City finds that the Premises are being operated, maintained or repaired in violation of that section, the City may order the Club to correct these violations within a reasonable time, or may perform whatever work is required to correct these violations and charge to the Club the costs of such work.

10.4. If the Premises, or any portion thereof, during the term of this Lease are damaged (otherwise than by causes ordinarily covered by "all-risk" fire and extended coverage insurance and excluding normal wear and tear), by the act, default or negligence of the Club, or of the Club's officers, agents, employees, players, invitees, guests, contractors or subcontractors, or any person admitted to the Premises by the

Club, the Club will restore the Premises to their present condition at the Club's cost and expense.

10.5. The Club hereby assumes full responsibility for the character, acts and conduct of all persons admitted to the Premises or to any portion of the Premises by the consent of the Club, or by or with the consent of any person action for or on behalf of the Club, and the Club agrees to provide sufficient security force to maintain order and protect persons and property during and for any club event.

ARTICLE 11. OPERATING PERSONNEL TO BE SUPPLIED BY CLUB

11.0 On the day of each home game **CLUB** shall at its expense:

11.1 Provide adequate police for the Premises to maintain order and protect property therein

11.2 Provide such trained personnel as may be necessary for the orderly admission, seating and handling of patrons and for the proper use and occupancy of the Premises, and to insure the adequate flow of traffic in and around the Premises for one (1) hour before and after the game or event; such personnel shall include, but are not limited to, uniformed special police officers, guards, ticket sellers, ticket takers, ushers, attendants, announcers and first aid station personnel;

11.3 Provide such trained personnel as may be necessary to operate the electronic scoreboard;

11.4. Provide such other personnel as may be necessary to

maintain the grounds and facilities within the stadium fence in a reasonably clean and neat condition throughout the home game, and to perform litter cleanup in the Premises and the immediate area thereof during and after any home game; and to assist the City groundskeeper in laying and removing of tarp during rain delays; and

11.5 Provide such trained personnel as are necessary to adequately staff and operate the concessions.

11.6 The Club agrees to provide groundskeepers at authorized practices and home games.

11.7. In addition, the CLUB shall provide at the CLUB's cost and expense such personnel throughout any Portland or Deering High School Baseball Team game played on the Premises as may be necessary to maintain the grounds and facilities within the stadium fence in a reasonably clean and neat condition, to perform litter cleanup in the Premises and the immediate area thereof during and after the game, and to lay or remove tarp during rain delays. The CLUB shall provide these personnel for these purposes throughout any CITY game other than a Portland or Deering High School Baseball Team game held on the Premises at a rate to be charged to the CITY which is mutually determined by the CLUB and the CITY.

ARTICLE 12. UTILITIES

12.1 CLUB shall pay, or cause to be paid, the costs of all

utilities necessary for its operations hereunder, including without limitation all water and sewer charges attributable to its use of the Premises.

12.2 **CITY** will make a reasonable effort, at its expense, to install meters to measure the consumption of electricity used in connection with the ballfield lighting in order to permit separate billing of any use of the ballfield other than by **CLUB**.

12.3 The sharing of utility costs arising out of and related to **CLUB**'s use of the Expo shall be mutually agreed upon by **CITY**, **CLUB** and the School Department in a separate document.

ARTICLE 13. SCOREBOARDS. SIGNS AND ADVERTISING

13.1 Any sign or other advertising matter may be erected or displayed by **CLUB**, or any of its contractors or subcontractors, on or in the **Premises** only in accordance with this Article.

13.2 Advertising shall be permitted on the inside of that outside out-field fence enclosing the playing field, the electronic scoreboard or its programmable message center, the concourse and such other areas as may be designated in writing by **CITY**. No advertising, other than the **CLUB** logo, shall be permitted on the team dugouts. **CITY** shall not be entitled to any part of advertising revenues received by **CLUB** from the sale of advertising.

13.3 **CLUB** shall be responsible for procuring, installing, and maintaining said advertising matter for the duration of the Baseball Occupancy period and for its maintenance and storage

during the off-season period. The content, structural make-up, location and size of said advertising shall be subject to the prior approval of **CITY**. All on-field advertising shall, at **CLUB**'s option, either be removed or covered in a manner acceptable to **CITY**, during the off-season from October 1 through March 30 of each year of the Lease.

13.4 The sale of advertising for any period other than a Baseball Occupancy period shall be under the exclusive control of **CITY** to the extent such advertising space is available without removal of any existing advertising. **CLUB** may, subject to **CITY**'s prior written approval, procure and sell such advertising on such terms and conditions as **CITY** and **CLUB** may mutually agree upon.

13.5 **CLUB** shall be solely responsible for the operation, maintenance, and use of any electronic scoreboard provided at **CLUB** expense, but shall permit **CITY** and other stadium users to use the same in connection with events sponsored by them.

13.6 **CLUB** and its subcontractors, if any, may display such signs, billboards, price lists and other advertising material as are calculated to inform patrons of the food, drink, articles of merchandise and admission tickets being offered for sale in the stadium, such inside advertising to be in a size and quantity as is approved by **CITY**.

13.7 **CLUB** and its subcontractors shall have the right to display advertising on scorecards, program and other printed material sold in any part of the Premises by **CLUB** or its

subcontractors.

13.8 It is the intent of **CITY** and **CLUB** that all advertising must be in keeping with the character and dignity of the Premises and that **CITY** is the final determiner of what is appropriate within those guidelines. All billboards, signs, electronic message boards and other advertising or notices must comply with all applicable local, state or federal law and regulations in regard to same, including without limitation the state and federal "Billboard" laws, and **CLUB** shall be responsible for such compliance.

ARTICLE 14. ALTERATIONS BY CLUB

14.1 **CLUB** shall not make any alterations of the premises, except upon written approval of **CITY** of the plans and specifications setting forth the proposed alteration. No such consent shall render **CITY** liable with respect to any contract or undertaking by **CLUB** for any alteration work which shall be performed at **CLUB'S** sole expense.

14.2 **CITY** shall not unreasonably withhold its consent to any alteration by **CLUB**, at **CLUB'S** expense, of the playing field, the walls or fences enclosing the playing field and any structures in whole or part on or over such walls and fences such as screens and foul poles, or any other alteration to the stadium required by minor league rules and applicable to all stadia where minor league baseball is regularly played.

14.3 **CLUB** may, at its own cost and expense, install an

electronic scoreboard and sound system upgraded from that required by the minor league baseball standards in Exhibit A, so long as there is no cost or expense to **CITY** for such upgrade.

14.4 To the extent reasonable, all alterations and work performed by or on behalf of **CLUB** shall be performed in such a manner and at such time as not to interfere substantially with the use of the Premises by any other authorized user or by **CITY**.

14.5 Materials, fixtures and equipment and other property which are so affixed or annexed to the Premises that they become a part of the real property, other than an upgraded scoreboard and sound system installed at **CLUB**'s sole cost and expense, shall immediately upon the installation thereof, become the property of and title thereto shall vest in **CITY**. Such materials, fixtures, equipment or other property, title to which vests in **CITY** under the preceding sentence, shall not be subject to any agreements of conditional sale, nor to any chattel mortgage, trust receipt, or other form of security transaction in which title is reserved or conveyed to the seller or any other entity. **CLUB** shall have the right to remove any such materials, fixtures, equipment or other property if it promptly replaces the same with new or other materials, fixtures, equipment or other property of like kind in like or better quality and repairs any damage caused by such removal, in which event **CLUB** shall have the right to dispose of and/or sell the materials, fixtures, equipment and other property so removed and replaced and to retain the proceeds of such

disposition and/or sale. Prior written notice of any such removal shall be given to the **CITY. CLUB** shall have the right to remove any upgraded electronic scoreboard and sound system installed by **CLUB** at its sole cost and expense but shall reinstall a scoreboard and sound system required to meet the League minimum standards then in effect and to restore the Premises to their original condition, reasonable wear and tear excepted.

ARTICLE 15. COVENANT AGAINST LIENS

15.1 If, as a result of **CLUB's** activities on the Premises, any mechanics' lien or other lien, charge or order for payment of money, shall be filed against **CITY**, or any portion of the premises, **CLUB** shall at its own cost and expense cause the same to be discharged of record or secure such payment by posting a bond with **CITY** in reasonable form and amount satisfactory to **CITY** within thirty (30) days after written notice to **CLUB** of the filing of such lien, charge or order.

15.2 If at any time any chattel mortgage, conditional sales agreement, trust receipt or other similar instrument shall be filed with respect to any property purchases by **CLUB**, any of its subcontractors or the contractors or subcontractors of any of them, which property by the terms of this Lease becomes or will become the property of **CITY~ CLUB** at its expense shall cause the same to be discharged, vacated, cancelled or satisfied within thirty (30) days.

15.3 In default of **CLUB** so doing, **CITY** may after five (5)

days notice to **CLUB** and without thereby waiving such default of **CLUB**, procure the discharge or satisfaction of any or all said liens, chattel mortgages, conditional bills of sale, trust receipts or other similar instruments by bonding or payment or otherwise and **CLUB** shall defend, indemnify, and save harmless **CITY** against and from all costs, liabilities, suits, penalties, claims and demands, including reasonable counsel fees, resulting therefrom.

15.4 In the event **CLUB** shall not cause such lien, mortgage, bill of sale, trust receipt or order to be discharged of record or bonded within said thirty (30) day period, **CITY** may thereafter cause the same to be discharged and the cost and expense thereof, including reasonable counsel fees, shall be immediately paid to **CITY** by **CLUB** as additional rent. 15.5 Except as specifically provided in other articles of this Lease, **CITY** shall not be liable for any work, labor or services rendered for materials or equipment furnished to, or for the account of, **CLUB** upon or in connection with the Premises and no mechanics or other lien for work, labor or services rendered for or material furnished to or for the account of **CLUB** shall attach to or affect the interests of **CITY**, **CLUB** or any of its subcontractors in and to the Premises or in and to any alterations, repairs, replacements, or improvements in or about the Premises.

ARTICLE 16. DEFAULT

16.1 The **CITY**, in addition to any other rights given herein or to which it may be entitled by law or equity, may declare this Agreement terminated in its entirety, subject to and in the manner provided in this Article, upon or after the happening of anyone or more of the following events and may exercise all rights of entry and re-entry, with or without process of law, upon the Premises:

A. To the extent permitted by law, the filing by **CLUB** of a voluntary petition in bankruptcy or any assignment for benefit of creditors of all or any part of **CLUB**'s assets;

B. To the extent permitted by law, the adjudication of **CLUB** as a bankrupt pursuant to any involuntary bankruptcy proceedings;

C. To the extent permitted by law, the taking of jurisdiction by a court of competent jurisdiction of **CLUB** or its assets pursuant to proceedings brought under the provisions of any Federal reorganization act;

D. To the extent permitted by law, the appointment of a receiver or trustee of **CLUB**'s assets by a court of competent jurisdiction or a voluntary agreement with **CLUB**'s creditors;

E. The material breach by **CLUB** of any of the terms, conditions, covenants or provisions herein contained and the failure of **CLUB** to remedy such breach as provided below. A material breach shall include, but not be limited to, the failure of **CLUB** to pay any rental, fee, charge, final judgment or bond

when the same is due and payable.

16.2 In addition to any other rights given to it herein, or to which it may be entitled by law or equity, **CLUB** may cancel this Agreement and terminate all or any of its obligations hereunder at any time, upon or after the happening of anyone of the following events:

A. The issuance by any court of competent jurisdiction of an injunction in any way preventing or restraining the use of the Premises, or of any part thereof, for baseball purposes and the remaining in force of such injunction for a period of at least one hundred and eighty (180) days;

B. Any action of any governmental authority, board, agency or officer having jurisdiction thereof preventing **CLUB** from conducting its operations at the Premises by taking, through the process of eminent domain, in whole or a substantial part, of the leased Premises; and

C. The material breach by **CITY** of any of the terms, conditions, or covenants or provisions herein contained and the failure of **CITY** to remedy such breach as provided below.

16.3 No termination declared by either party under sections 16.1 or 16.2 above shall be effective and the **CITY** shall not take possession of the premises unless and until not less than thirty (30) days have elapsed after notice by the party not in default to the other specifying the date upon which such termination will take effect, and the cause or causes for which this Lease is

being terminated. During said thirty (30) days, the defaulting party shall have the right to cure said default, unless such default(s) by its nature cannot be cured within such thirty (30) day period and if the party in default commences to correct such default within said thirty (30) days, and proceeds diligently to correct the same as promptly as reasonably practicable, this Lease shall not terminate.

16.4 Notice of default shall be sent by certified mail, postage prepaid, return receipt requested, or by hand-delivery.

16.5 If the notice provided for in Section 16.4 has been served and the term of this Lease has ended as aforesaid, **CITY** may, without further notice, re-enter and repossess the Premises with or without legal process and remove all persons and property therefrom and **CLUB** hereby waives any further notice provided by law or otherwise to be given in connection therewith. Any and all property belonging to **CLUB** or to anyone claiming by, through, or under **CLUB** which may be found in the Premises by **CITY** upon such reentry may be handled, removed, stored or otherwise disposed of by **CITY** at the risk and expense of **CLUB** and **CITY** shall not be responsible for the preservation or the safekeeping thereof. **CLUB** shall pay to **CITY** upon demand any and all expenses incurred in such removal and all storage charges against such property so long as the same shall be in **CITY**'s possession or under **CITY**'s control. If any such property shall not be retaken by **CLUB** within a period of thirty (30) days from and after the

effective date of any such termination of this Lease, such property shall conclusively be deemed to have been forever abandoned by **CLUB**. The words "re-enter" and "re-entry" as used in this Lease are not restricted to their technical legal meaning.

16.6 In the event of any termination of this Lease by **CITY** and re-entry or repossession of the **Premises**, by summary proceedings or otherwise, **CITY** may relet the **Premises** or any part or parts thereof, either separately or in conjunction with any other space in the Premises, to any other person or entity, and may re-grant to any other person or entity any and all the rights granted to **CLUB** under this Lease, for such term, which may be shorter or longer than the term which would otherwise have constituted the remainder of the term of this Lease, and/or such other terms, covenants and conditions including rent, concessions or free rent, and may make such repairs, alterations, additions, replacements and/or decorations in and to the **Premises** which **CITY**, in its sole discretion, may deem advisable for the purpose of re-letting the **Premises**, all without in any way releasing **CLUB** from liability hereunder. **CLUB** shall upon demand, pay the costs of all such repairs, alterations, additions, replacements and/or decorations together with **CITY's** other expenses of such reletting or re-granting, including without limitation reasonable legal expenses and brokers commissions. If the rent or other payments collected by **CITY** upon any such re-letting or re-granting are not

sufficient to pay monthly the full amount of the rent (determined as hereinafter in this section provided) and all other amounts which **CLUB** would have been obligated to pay under this lease to **CITY** during the balance of the term of this Lease, **CLUB** shall pay monthly to **CITY** the amount of each monthly deficiency. **CITY** shall not be liable for failure to re-let the **Premises** or re-grant the rights granted to **CLUB** by this Lease; or, if the Premises are re-let or such rights are re-granted, for reasonable failure to collect the rent and other payments under such re-letting or re-granting.

16.7 Notwithstanding the foregoing, in the event of a breach or a threatened breach by any party of any of the terms, covenants, conditions, or provisions hereof, the other party shall have the right of injunction to restrain the same and the right to invoke any other remedy allowed by law or equity, including without limitation, the right to specific performance or the right to money damages, as if specific remedies, indemnity or reimbursement were not herein provided for.

16.8 The rights and remedies given to any party in this Lease are distinct, separate and cumulative remedies, and no one of them, whether or not exercised by the other party, shall be deemed to be in exclusion of any others herein or by law or equity provided.

ARTICLE 17. INDEMNIFICATION

17.1 **CLUB** shall defend, indemnify and hold **CITY**, its

officers, agents and employees, harmless from any and all claims, suits and judgments, just or unjust, and all costs and expenses in connection therewith, which arise out of or result from **CLUB's** use of the Premises hereunder or which arise out of or result from the actor omission of **CLUB**, its officers, agents, employees, players, invitees, its contractors or subcontractors, and their officers, agents, employees or invitees; the officers, agents, employees, invitees, contractors or subcontractors of **CLUB's** minor league franchise, or anyone for whose act **CLUB** may be legally liable. The liability of **CLUB** under this Article shall not be limited to the insurance amounts specified in Article 18.

17.2 Notwithstanding the foregoing, **CLUB** shall not be liable under this Article with respect to any particular claim, suit or judgment if (a) any settlement of such claim has not been approved in writing by **CLUB**, or (b) in any such suit, **CLUB** has neither been permitted to defend against such suits by counsel selected by **CLUB** or (c) **CITY** on request fails to execute all assignments and other documents to subrogate **CLUB** or its insurer, insurers or designee to all rights of **CITY** against third parties with respect to any such death, personal injury or property damage and cooperate reasonably in the enforcement of such rights by **CLUB** or its insurer, insurers or designee. Defense by the insurer by its counsel shall be deemed to be defense by **CLUB** by its counsel.

17.3 Nothing herein is intended, nor shall it be deemed to

waive or modify any defense, immunity or limitation of liability which **CITY** may have under the Maine Tort Claims Act or other similar statute.

ARTICLE 18. INSURANCE

18.1 **CLUB** shall at its own cost and expense obtain and maintain throughout the term of this Lease and, if applicable, cause its subcontractors to obtain and maintain for the life of their subcontracts, insurance as follows:

A) **CLUB** shall insure its property and the personal property of **CITY** which is in **CLUB**'s care, custody and/ or control against loss or damage from "all risks" of physical loss or damage, with **CITY** property to be insured at replacement value. Such policy shall name as insureds and provide for payment of proceeds of any loss to **CITY** and **CLUB** as their interests may appear.

B) Comprehensive General Liability, Liquor Liability and Automobile Liability Insurance, naming **CITY** as insured therein and covering the obligation of indemnification hereunder, against claims, suits and judgments against **CITY** and/or **CLUB** for death, bodily injury, personal injuries and property damage arising out of or occurring during the operation, occupancy, maintenance or use of, or resulting from the acts or omissions of **CITY** and/or **CLUB** and/or any officer, employee or agent of either of them and/or any subcontractor of either of them in or with respect to any part of the Premises. The Comprehensive General Liability insurance coverage must include clauses providing for Fire Legal

Liability and for Blanket Hold Harmless coverages.

C) Insurance commonly known as product liability insurance, naming **CITY** as additional insured therein, for claims, suits and judgments against **CITY** and/or **CLUB** and/or its subcontractors for death, bodily injuries and property damage arising out of the sale, handling or other distribution of food, goods or other products by **CLUB** and/or its subcontractors.

18.2 The liability insurances required by section 18.1(B) and 18.1(C) shall each provide limits of liability of not less than:

A) One million dollars (\$1,000,000.00) for injuries to or death of one person.

B) Three million dollars (\$3,000,000.00) for injuries to or death of more than one person injured or killed in anyone occurrence.

C) One million dollars (\$1,000,000.00) for property damage resulting from anyone occurrence with an aggregate limit of three million dollars (\$3,000,000.00) per annum for property damage.

18.3 Statutory workers' compensation and employer's liability insurance in the amounts prescribed by law in the State of Maine.

18.4 All insurances required by this Article shall be carried with a financially sound insurance company or companies licensed to do business in the state of Maine to the extent that such insurance is obtainable from such company or companies. The

policy or policies for all required liability insurances shall be on an occurrence basis.

18.5 All insurances required under this Lease shall be maintained in the coverages and amounts specified or the amount required by state law throughout the term of this Lease, whichever is greater.

18.6 Certificates of insurance together with the duplicate originals of every policy of insurance required by any of the foregoing provisions of this Article and any and all renewals, endorsements, additions, modifications and changes thereto shall be deposited with **CITY** as soon as they have been procured. All such policies, duplicates, or certificates shall, prior to such deposit, be marked "premium paid" and shall contain a provision that the same shall not be altered, cancelled or not renewed before **CITY** has received thirty (30) days written notice of the insurance carriers' intent to so alter, cancel or not renew.

18.7 **CLUB** shall faithfully perform and comply with, subject to the provisions of the Lease, all of the terms and conditions of the policies of insurance required by the foregoing provisions of this Article, except those terms and conditions which by the terms of this Lease or the policy in question are required to be performed or complied with by **CITY**, which terms and conditions **CITY** shall perform and comply without limitation of the foregoing, both **CLUB** and **CITY** shall give prompt notice to the insurers and to each other of all claims covered by any of said policies. **CLUB** shall payor cause to be paid the premiums on all of said policies at the times and in the amounts required to maintain in full force and effect the insurance required to be

maintained hereunder and **CLUB** shall not be entitled to any reimbursement by **CITY** for such premiums.

18.8 All policies and insurance required by this Article 18 to be furnished shall be endorsed or otherwise be in such form that the insurers will have no right of subrogation against any officer, employee, director or stockholder of any party hereto.

18.9 "**CITY**" as used in this Article and in Article 17 shall include, without limitation, the officers, agents, employees and contractors of the City of Portland, its boards and commissions, and of the Portland Superintending School Committee.

ARTICLE 19. DAMAGE TO THE PREMISES

19.1 **CITY** shall, at its own cost and expense, insure or self-insure the Premises against loss or damage from "all risks" of physical loss or damage; said insurance or self-insurance be for the full insurable value of the Premises at replacement cost, and shall contain only the standard exclusions.

19.2 If the Premises shall be partially or totally damaged or destroyed by fire or other casualty, **CITY** shall repair the damage so as to restore the same to its condition immediately prior to such fire or other such casualty, EXCEPT that **CITY** shall not be required to repair any such damage unless:

A) The casualty is of a kind covered by the insurance provided by section 19.1; or

B) **CITY** has a collectible claim for the entire cost of such repair against a third party; or

C) **CLUB** agrees to pay the entire cost of such repair or the difference between such entire cost in the amount of any

collectible claim which **CITY** has against a third party. In the event of any such damage as to which neither clause A) nor B) nor C) is applicable and the failure to repair such damage interferes significantly with **CLUB'S** use of the Premises in accordance with the terms of this Lease, either party shall have the right to terminate this Lease as of the date of the occurrence of the damage; EXCEPT that if **CITY** elects to repair such damage and so notifies **CLUB** within 30 days after such occurrence, no party shall have the right to terminate. **CITY** shall not be required to repair or replace any property owned by **CLUB** or its subcontractors and **CITY** shall not be liable for any damage to any such property caused by any fire or other casualty.

19.3 In the event of any damage or destruction which **CITY** is required to repair pursuant to section 19.2 hereof, **CITY** shall proceed promptly with the work of repair and restoration and shall proceed diligently to completion, subject to force majeure. If **CITY** has not completed the work of repair and restoration within a reasonable time after such fire or other casualty and if the non-completion in question interferes significantly with **CLUB'S** use of the Premises in accordance with the terms of this Lease, **CLUB** shall have the right to terminate this Lease. In determining what constitutes a "reasonable time" for the completion of such restoration within the meaning of the immediately preceding sentence there shall be taken into consideration the nature, character and extent of damage, and the delays, if any, due to force majeure, provided

however, that in any event **CLUB** shall have the right to terminate this Lease if such restoration has not been completed sufficiently to permit use of the Premises within fifteen (15) months after the date of such fire or other casualty.

19.4 Any period beginning with the occurrence of any damage or destruction by fire or other casualty which renders any part of the Premises untenable or unusable for the purposes for which the same is designed and intended and ending upon completion of the work or repair and restoration or an earlier termination of this Lease as hereinabove permitted, is called a "Force Majeure Period". During any "Force Majeure Period"

A) **CLUB** shall pay a reasonable rent for any part of the Premises used by **CLUB** during such force majeure period.

B) The other obligations of the parties under this Lease shall abate and shall be limited to the extent of the part, if any, of the Premises being used by **CLUB**.

ARTICLE 20. SUSPENSION OF BASEBALL

20.1 During any period of one month or more when by reason of force majeure **CLUB** is unable, exercising due diligence, to exhibit professional baseball games or is prevented with substantially complying with the Eastern League Schedule, (any such period herein being called a "baseball suspension period"), the rights of the parties hereto shall be as follows:

A) The terms of this Lease shall be suspended and the

rights, obligations, and liabilities of the parties hereunder, including without limitation, the obligation to pay rent with respect to such Baseball Suspension Period, shall abate and be suspended. If such Baseball Suspension Period is less than a full baseball occupancy period, the minimum rent shall be pro-rated on a monthly basis by dividing the annual rent by 12.

B) **CITY** shall have the right to use the Premises or any part thereof for any purpose during any Baseball Suspension Period. All revenues received by **CITY** from such use shall be retained by **CITY** and **CLUB** shall not be entitled to any part thereof.

C) **CLUB** may upon the written consent of **CITY** elect by notice to **CITY** to continue to occupy any or all of the Premises during any Baseball Suspension Period at a fair and reasonable rent to then be determined.

ARTICLE 21. COMPLIANCE WITH LAWS

21.1 **CLUB** shall comply with and observe any and all present and future Federal, State and local Laws and regulations affecting or applicable to **CLUB** and/or any of its contractors or subcontractor's operations in the Premises, and all regulations, and all departments, the Federal, state or orders, directives and requirements of any bureaus, boards, commissions and agencies of local Governments issued or made pursuant to such laws.

ARTICLE 22. INSPECTION

22.1 **CITY** and its agents and representatives shall, at all

times during which **CLUB** has the right to use and occupy the Premises or any part thereof, have the right to enter into and upon any and all parts of the Premises for the purpose of examining the same for any legitimate reason; provided, however, that if such entry is to any part of **CLUB'S** year-round space at any time during the year then it shall be made only after notice in writing (or without notice in the case of an emergency or if the person making such inspection is accompanied by an executive or administrative employee of **CLUB**, or in the case of concession areas, of its subcontractors) served on **CLUB** and setting forth the time and/or times of entry which shall be such reasonable time or times.

22.2 The rights reserved by this Article shall not impose upon **CITY** nor does **CITY** assume by reason hereof, any responsibility, obligation or liability for the care, maintenance, supervision, repair or replacement of the Premises or any part thereof or any duty to comply with any law, ordinance, rule, order or regulation other than those responsibilities, obligations, liabilities and duties assumed by **CITY** pursuant to the provisions of other Articles of this Lease.

ARTICLE 23. ASSIGNMENT AND SUBLETTING

23.1 Except as expressly permitted by any provision of this Lease, **CLUB** shall not, without the written consent of **CITY**:

A) assign or mortgage this Lease or in any way transfer or

encumber the rights granted hereby, or B) sublet or grant any permit or license to use the Premises or any part thereof. The terms and conditions of any such assignment, mortgage, transfer, encumbrance, subletting, permit or licensing shall be subject to the prior written approval of **CITY**. No such consent by **CITY** shall relieve **CLUB** of any of its obligations under this Lease. The granting by **CITY** of consent to anyone of the foregoing in one or more instances shall not dispense with the necessity for the consent of **CITY** to further assignment, mortgage, transfer, encumbrance, sublease, permit or license.

ARTICLE 24. NO SURRENDER

24.1 No act done by **CITY**, or its officers, employees or agents during the term of this Lease shall be deemed an acceptance of a surrender of **CLUB**'s interests hereunder, and no agreement of surrender of said interests shall be valid unless the same shall be duly authorized by the legislative body of **CITY**.

ARTICLE 25. WAIVER OF REDEMPTION

25.1 **CLUB** for itself and on behalf of any and all persons claiming through or under **CLUB**, including creditors of all kinds, does hereby waive and surrender any and all rights and privileges which they or any of them might have under or by reason of any present or future law or decision (other than a decision in an action or proceeding in which the rights of the parties under

this Lease are adjudicated) to redeem its interest under this Lease or to have a continuance of this Lease with the terms hereby granted after being dispossessed, removed or ejected according to law, or the provisions of this Lease.

ARTICLE 26. NOTICES

26.1 All notices, consents, approvals, demands and submissions(hereinafter in this Article collectively called a "Notice") shall be in writing and shall be served by certified mail (return receipt requested) or hand delivered and addressed to:

City Manager, City of Portland
389 Congress Street
Portland, ME 04101
cc: Superintendent of Recreation
cc: Corporation Counsel

or at such other address as **CITY** may specify at any time or from time to time by Notice to **CLUB**.

26.2 Any Notice to **CLUB** shall be deemed properly given if in writing and served by certified mail (return receipt requested) or hand delivered and addressed to:

Charles Eshbach, President
Portland Sea Dogs
P.O. Box 636
Portland, ME 04104

with a copy to:

William B. Troubh, Esq.
RICHARDSON & TROUBH
465 Congress Street
P.O. Box 9732
Portland, ME 04104-5032

or at such other address as **CLUB** may specify at any time or from time to time by Notice to **CITY**. **CLUB** shall notify **CITY** of the

name of the individual in charge of the office of **CLUB** at the Premises and Notices may thereafter be delivered to such individual until **CITY** has been notified by the **CLUB** of the name of the different individual in charge such office and authorized to receive Notices.

ARTICLE 27. OBLIGATIONS TO MAINTAIN FRANCHISE

27.1 **CLUB** represents that it is at the time of execution of this Lease a member in good standing of the Eastern League and agrees that through the term of this Lease it will A) maintain its membership and franchise in the Eastern League in good standing, B) hold and maintain its right in franchise to play minor league professional baseball in the City of Portland in accordance with the baseball rules and not do or suffer to be done anything which will cause such right or franchise to be lost or impaired or diminished in any respect or transferred to any other city or location or modified to permit **CLUB** to play home games in any such other city or location; and C) maintain its team as an Eastern League (or successor comparable league) baseball team of the character and standing required by the baseball rules for the conduct of professional minor league baseball games and use its best efforts within the limits of sound business judgment to insure the maximum receipts therefrom.

ARTICLE 28. QUIET ENJOYMENT

28.1 **CITY** agrees, covenants, and warrants that as long as

CLUB faithfully performs the agreements, terms covenants, and conditions of this Lease within the grace periods and extended periods for any unavoidable delays, **CLUB**, shall peaceably and quietly have, hold, and enjoy the use of the Premises upon the terms and conditions herein granted without molestations or disturbance by or from **CITY**.

ARTICLE 29. NO WAIVER

29.1 No waiver of any term, provision, covenant, or condition contained in this Lease or of any breach of any such term, provision, covenant or condition shall constitute a waiver of any subsequent breach of such term, provision, covenant or condition by either party, or justify or authorize the nonobservance on any other occasion of the same or any other term, provision, covenant or condition hereof.

ARTICLE 30. INTERPRETATION

30.1 This Lease shall be construed in accordance with the law of the state of Maine. Whenever the contents of any provision shall require it, the singular number shall be held to include the plural number, and vice versa. The neuter gender includes the masculine and the feminine. **CITY** includes its officers, agents, employees, and contractors or subcontractors, and the Portland Superintending School Committee and its officers, agents, employees and contractors or subcontractors. **CLUB** includes its officers, agents, employees, players, contractors and subcontractors.

ARTICLE 31. ENTIRE AGREEMENT

31.1 This Lease with its attachments contains the entire agreement of the parties hereto with respect to the lease of the Premises described herein and this Lease may not be amended, modified, released, or discharged, in whole or in part, except by an instrument in writing signed by the parties hereto, or their duly authorized respective successors or assigns.

ARTICLE 32. SUCCESSORS BOUND

32.1 Except as otherwise provided in this Lease, all terms, provisions, covenants and conditions of this Lease shall be binding on and inure to the benefit of the parties hereto, their duly authorized respective personal representatives, successors and assigns. No modification or termination of this Lease shall be binding unless evidenced by an agreement in writing signed by CITY and CLUB.

ARTICLE 33. CAPTIONS

33.1 The captions of the Articles of this instrument are solely for convenience and shall not be deemed a part of this instrument for the purpose of construing the meaning thereof, or for any other purpose.

ARTICLE 34. PARTIAL INVALIDITY

34.1 If any term, covenant, condition, or provision of this Lease or the application thereof to any person or circumstances

shall, at any time or to any extent, be invalid or unenforceable, the remainder of this Lease, or its application to other persons or circumstances, shall not be affected thereby, and each term, covenant, condition, and provision of this Lease shall be valid and enforced to the fullest extent permitted by law.

ARTICLE 35. NO MERGER

35.1 The fee title of the Premises and the leasehold estate granted by this Lease shall not merge, but shall always remain separate and distinct notwithstanding the union of said estates in whole or in part in **CLUB** or in a third party by purchase or otherwise.

ARTICLE 36. APPROVAL OF CITY

36.1 Approval of the **CITY**, wherever used in this Lease, shall mean the approval of the City Manager of the City of Portland, unless another party is specifically designated. "Approval" wherever required herein by either party, shall not be unreasonably withheld, conditioned or delayed.

ARTICLE 37. MEMORANDUM OF LEASE

37.1 The parties agree to execute a Memorandum of Lease in form appropriate for recording in the Cumberland County Registry of Deeds.

IN WITNESS WHEREOF, the **CITY** and the **CLUB** have caused this Lease Agreement to be duly executed by their duly authorized representatives the day and year first above written.

WITNESS:

J. Rosen

CITY OF PORTLAND

Joseph E. Gray, Jr.
City Manager

Then personally appeared the above named Joseph E. Gray, Jr. as City Manager of the City of Portland and acknowledged the foregoing instrument to be his free act and deed in said capacity and the free act and deed of said City.

WITNESS:

Anna Castelli

PORTLAND MAINE BASEBALL, INC.

Daniel B. Burke
Daniel B. Burke, Chairman
Portland Maine Baseball, Inc.

Then personally appeared the above named Daniel B. Burke in his capacity as Chairman of Portland Maine Baseball, Inc. and acknowledged the foregoing instrument to be his free act and deed in said capacity and the free act and deed of the Eastern League AA franchise.

EXHIBIT B:

Equipment Transferred to Sea Dogs

Tri-plex Reel Mower 2005
Infield Groomer 1995
Groomer drags 2004
Sod Cutter 2006



CITY OF PORTLAND
Permitting and Inspections Department

May 3, 2019

To: Housing Committee Members

From: Keri Ouellette, Intake and Review Manager/Interim Director, Permitting and Inspections Department

Cc: Mary Davis, Director, Housing & Community Development Division, Planning and Urban Development

RE: Building Permit Application Process

The following materials have been prepared in response to your request for information about how the building permit application process has improved.

The new Permitting and Inspections Department (PID) was established in June 2016 and I was hired as Intake and Review Manager, beginning in October 2016. Our first priority has been to improve the customer experience with the building permit application process, and to relieve the backlog of permit applications in intake review. The office environment was chaotic, staff was very stressed and morale was low. There were overflowing boxes of plans, angry customers demanding their permits and the phones never stopped ringing. There had been temporary staff at the front desk, with a great deal of turnover. Full-time permanent intake staff (Permit Technicians) had just been hired prior to my joining the department.

At that time, there was a two-week backlog of permit applications that hadn't been entered or invoiced. It took staff more than 3 months working overtime to catch up with data entry while new applications continued to pour in. We also did not have sufficient plan review staff to keep up with the volume of permit applications. This was the result of the sharp increase in new development in Portland in recent years. Since October 2016, we have hired four building and life safety plan reviewers (two new positions and two positions that were vacated during that time), and put significant resources into training staff and building a team of professionals.

A broader culture change was needed; one that included collaborating with the customer instead of taking an adversarial stance, as well as a more diverse and professional workforce to help deliver the department's essential services. For example, our plan reviewers now have a range of professional experience and education including engineer, architect, firefighter, and electrician. This blending of personalities, experiences, and education has created a stronger and more responsive department that is more able to meet our customers' needs.

We continue to work hard to evaluate the work flow and identify ways to improve the permit application process through changing our customer service approach and creating informational materials. In the past year, we have implemented Ask the Code Officer/Plan Reviewer/Zoning Staff meetings to provide opportunities for applicants to meet with staff to have their code questions answered. We continue to hold regular training sessions for Permit Techs to gain additional knowledge in plan reading, inspection requirements, zoning, etc., so that they can better assist customers at intake. Staff has worked diligently to update application forms and to create new materials to help guide the customer through the permit review process. These efforts are ongoing, and we continue to seek feedback on ways to improve the process further.



CITY OF PORTLAND
Permitting and Inspections Department

The following is a high-level timeline and overview of steps taken to improve the building permit application experience.

Year	Action
November 2016	Streamlined Fast Track process
November 2016 - present	Updated permit application checklists and handouts
January 2017	Zoning Frequently Asked Questions (FAQ) document
March 2017	Permitting Frequently Asked Questions (FAQ) document
March 2017	Permit Tech Weekly/Bi-Weekly Training
September 2017	Stamped drawing policy
November 2017	Ask the Code Officer appointments
January 2018	Voluntary Third Party Plan Review Program
February 2018	Shipping Containers: Procedure for Commercial and Residential Structures
February 2018	Informational Bulletin on Emergency Escape Windows
January 2018	Guidelines for Certificate of Occupancy
June 2018	Microfiche Conversion begins
March 2018	All applications go electronic (Energov from Tyler Technology)
July 2018	How Do I Use Citizen Self-Service? (Training for the public)
August 2018	Ask the Plan Reviewer appointments
January 2019	Marijuana Business Frequently Asked Questions (FAQ)
February 2019	Launch proactive Customer Satisfaction survey
March 2019	Ask the Zoning Staff appointments

Guideline Documents and Informational Material - The following documents have been created by PID staff to provide guidance to customers on submission requirements and to provide clarity on specific code requirements:

- [Deck Guidelines](#)
- [Partial Certificate Occupancy](#) (Phased Occupancy) procedure
- [Secondary Means of Escape and Rescue Openings](#) (egress windows) bulletin
- [One- and Two-Family Plan Review Guide](#)
- [Basic Residential Setback Table](#)
- [List of applicable Building Construction Codes and Standards](#)
- Residential Bathroom Code Requirements (in progress)
- When is a Fire Sprinkler System Required? (in progress)
- Life Safety Plan Guide (in progress)
- Commercial Building Code Analysis Guide (in progress)

Ongoing Efforts

- Coordination of efforts with Planning to streamline the process from site plan approval through building permit review and inspections.



CITY OF PORTLAND
Permitting and Inspections Department

- Facilitate permit review and inspections process within PID by: Improving communication and information sharing among all department divisions; and educating all staff on processes and how to find information in EnerGov and Citizen Self-Service.
- Continue to improve and clarify application forms and guidance documents; and develop new information material to assist customers through the process.
- Coordination of efforts with Licensing and Registration on process (licensing and permitting) and department procedures related to housing violations and permitting requirements.
- Host training sessions for department staff on relevant building and life safety code issues.
- Continue to gather feedback on customer service for all department divisions.
- Cross train staff to enable the department to better manage fluctuations in workload.

Challenges

- A large percentage of the submissions received are incomplete and tracking down additional information and explaining requirements is time consuming for staff.
- Due to the complexity of the building and zoning codes, training staff is a lengthy process. Additionally, changes and updates to codes require additional training for all staff.
- The department website needs to be reorganized to be user friendly.
- The permit review process in our new system (EnerGov/eReview) is not user friendly.

Potential Process Changes

- Change the building permit fee structure to require a non-refundable application fee at the time of submission and invoice the permit fee once the permit is ready to be issued. This will streamline the intake process so that applications are not stuck waiting on payment before review begins and will greatly reduce the number of refunds that need to be processed.
- Upgrade our eReview system to allow applicants to submit revisions through Citizen Self-Service (eliminating the eReview customer portal which has been problematic for many users).
- Revise stamped plan requirement to allow for exceptions in appropriate circumstances.

Trends

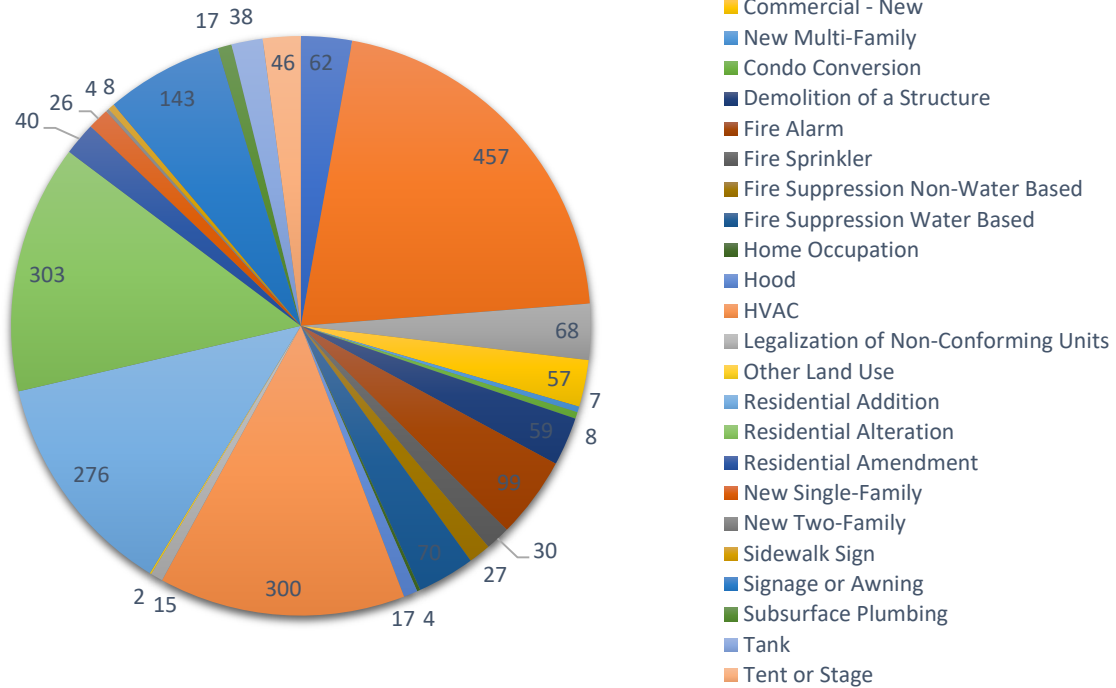
The tables and graphs on the following pages highlight a few of the building permit trends:

1. [Building Permit Applications by Permit Type](#)
2. [Building Permits Issued by Permit Type](#)
3. [Residential Building Permit Applications - Days to Review](#)
4. [Commercial Building Permit Applications - Days to Review](#)
5. [Fast Track Permits Issued](#)
6. [Fast Track Permit Review - Days to Issue](#)
7. [Incomplete Commercial Building Permit Applications](#)
8. [Incomplete Residential Building Permit Applications](#)
9. [Staff Longevity](#)
10. [Building Permit Applications Requiring More Than One Round of Plan Review](#)

Building Permit Applications by Permit Type May 2018 – April 2019

	Commercial Addition	Commercial Alteration	Commercial Amendment	Commercial - New	New Multi-Family	Condo Conversion	Demolition of a Structure	Fire Alarm	Fire Sprinkler	Fire Suppression Non-Water Based	Fire Suppression Water Based	Home Occupation	Hood	HVAC	Legalization of Non-Conforming Units	Other Land Use	Residential Addition	Residential Alteration	Residential Amendment	New Single-Family	New Two-Family	Sidewalk Sign	Signage or Awning	Subsurface Plumbing	Tank	Tent or Stage	TOTAL
May-18	10	67	1	8	1	1	3	12	1	2	2	0	2	24	1	0	39	36	1	2	0	1	16	3	5	6	244
Jun-18	10	25	5	5	0	0	13	4	4	8	7	0	0	23	1	0	24	25	7	2	1	1	15	1	3	8	192
Jul-18	5	32	9	3	1	0	3	4	2	3	7	0	1	18	1	0	24	22	6	0	0	2	11	3	3	6	166
Aug-18	7	45	3	10	1	1	3	11	5	2	14	0	1	20	2	2	19	25	2	5	0	1	12	2	0	5	198
Sep-18	6	33	11	2	0	0	11	5	3	2	5	0	1	38	1	0	22	23	5	5	0	0	11	1	5	6	196
Oct-18	4	32	2	10	0	1	2	2	2	0	9	0	1	29	3	0	27	30	5	4	1	0	12	2	1	3	182
Nov-18	4	33	5	1	0	0	3	7	2	1	5	2	0	27	1	0	14	20	4	1	0	1	14	4	3	1	153
Dec-18	2	35	5	5	0	0	3	14	0	1	3	0	1	21	1	0	7	19	1	0	0	1	8	0	2	0	129
Jan-19	5	36	10	6	2	3	3	11	4	2	3	0	2	25	0	0	18	22	3	3	1	0	3	0	3	2	167
Feb-19	1	32	4	2	1	0	3	11	3	4	5	0	4	21	1	0	11	27	1	0	0	1	10	0	4	1	147
Mar-19	5	47	5	4	0	0	2	4	1	1	4	1	2	22	1	0	25	27	3	1	0	0	16	0	4	1	176
Apr-19	3	40	8	1	1	2	10	14	3	1	6	1	2	32	2	0	46	27	2	3	1	0	15	1	5	7	233
Total	62	457	68	57	7	8	59	99	30	27	70	4	17	300	15	2	276	303	40	26	4	8	143	17	38	46	2183

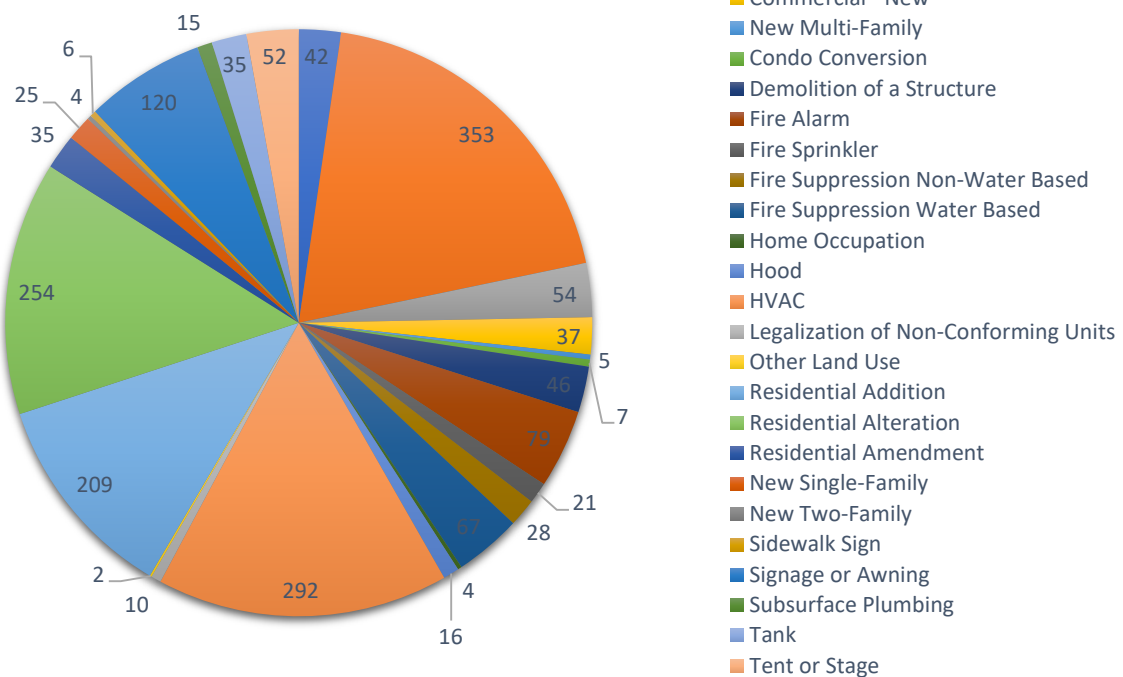
Permit Applications May 2018 - April 2019



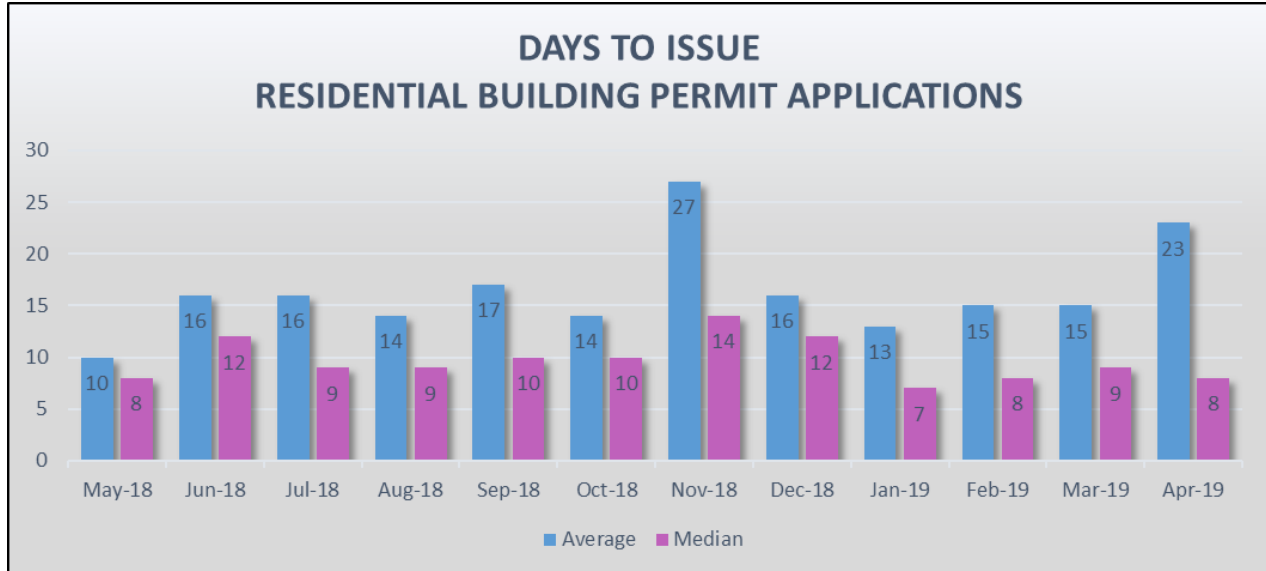
Building Permits Issued by Permit Type May 2018 – April 2019

	Commercial Addition	Commercial Alteration	Commercial Amendment	Commercial - New	New Multi-Family	Condo Conversion	Demolition of a Structure	Fire Alarm	Fire Sprinkler	Fire Suppression Non-Water Based	Fire Suppression Water Based	Home Occupation	Hood	HVAC	Legalization of Non-Conforming Units	Other Land Use	Residential Addition	Residential Alteration	Residential Amendment	New Single-Family	New Two-Family	Sidewalk Sign	Signage or Awning	Subsurface Plumbing	Tank	Tent or Stage	TOTAL
May-18	3	24	3	3	1	0	0	4	0	1	3	1	2	28	1	1	21	30	2	2	0	1	13	1	3	13	161
Jun-18	10	25	5	5	0	0	13	4	4	8	7	0	0	23	1	0	24	25	7	2	1	1	15	1	3	8	192
Jul-18	6	29	3	5	1	0	3	7	2	3	5	0	1	16	1	0	21	29	6	4	1	1	11	0	1	5	161
Aug-18	3	40	3	1	0	1	4	7	3	5	6	0	0	16	1	0	23	16	2	1	0	0	10	2	2	5	151
Sep-18	4	25	4	2	0	1	4	5	4	0	7	0	2	33	0	1	12	19	2	4	0	1	7	3	3	8	151
Oct-18	1	29	6	2	1	0	6	7	2	1	10	0	0	24	1	0	17	18	5	4	0	0	8	1	1	4	148
Nov-18	5	28	5	6	0	0	2	4	3	0	6	0	1	23	1	0	23	18	4	4	0	0	10	1	3	1	148
Dec-18	3	27	5	1	0	0	3	8	0	2	8	2	1	26	0	0	14	18	1	1	0	0	10	3	5	0	138
Jan-19	2	28	7	3	0	1	1	15	1	2	4	0	2	24	0	0	8	17	2	0	1	1	8	2	0	1	130
Feb-19	2	41	6	5	0	1	2	9	1	2	4	0	3	21	2	0	8	23	0	2	0	0	5	0	6	2	145
Mar-19	1	33	4	2	2	1	5	4	1	3	1	0	1	25	1	0	11	26	3	0	0	1	12	0	2	1	140
Apr-19	2	24	3	2	0	2	3	5	0	1	6	1	3	33	1	0	27	15	1	1	1	0	11	1	6	4	153
Total	42	353	54	37	5	7	46	79	21	28	67	4	16	292	10	2	209	254	35	25	4	6	120	15	35	52	1818

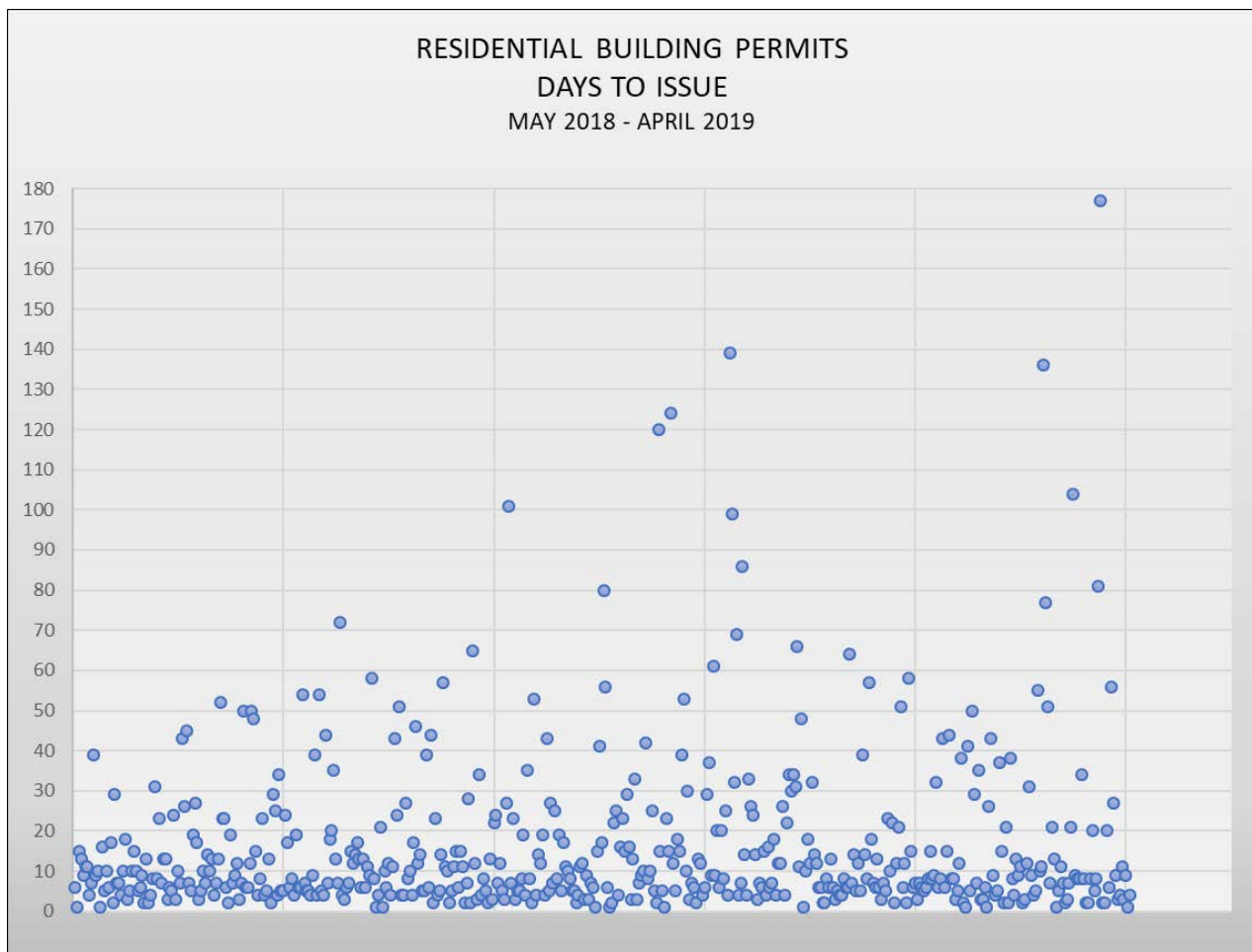
Permits Issued May 2018 - April 2019



Residential Building Permit Applications – Days to Review (From review start to permit issuance) May 2018 – April 2019



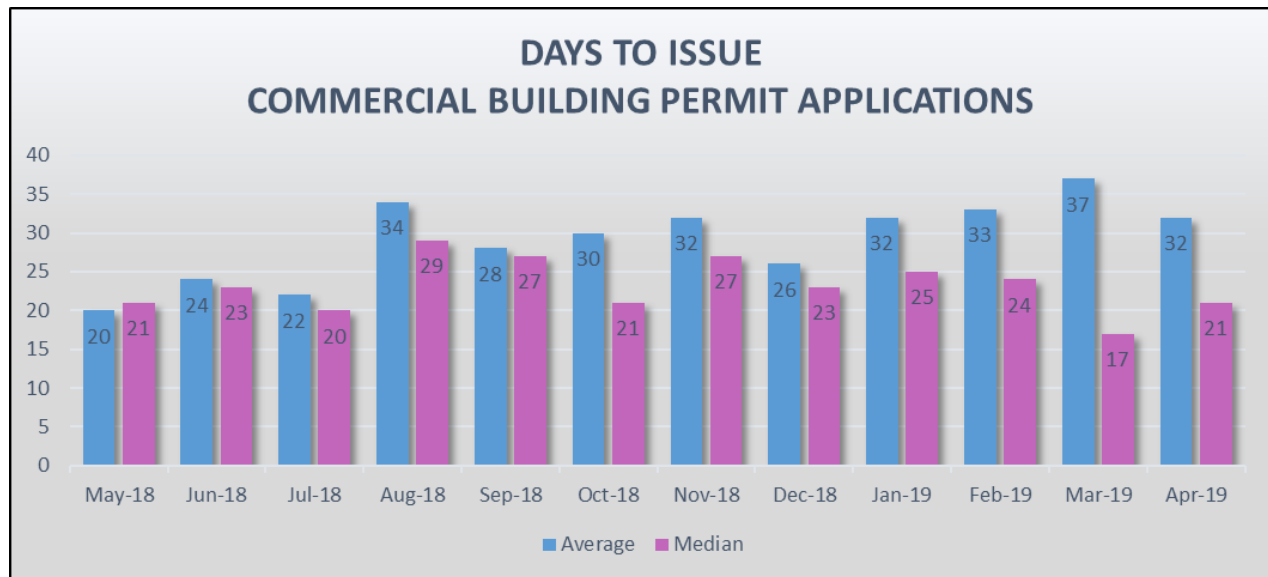
NOTE: Average and median days to issue includes the number of business days from the date of payment (review start) to the date of permit issuance, including any time that staff is waiting on resubmission of files from the applicant.



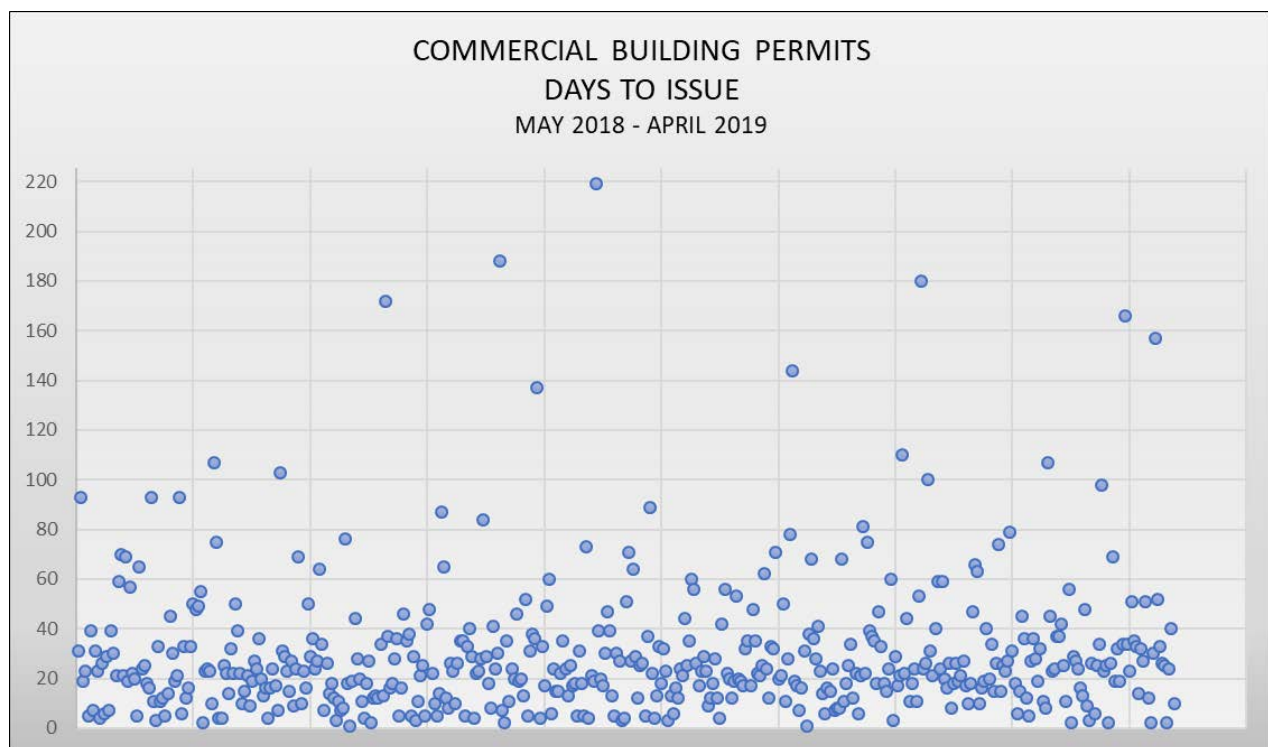
Permits issued within 10 business days: 55%

NOTE: Days to issue includes the number of business days from the date of payment (review start) to the date of permit issuance, including any time that staff is waiting on resubmission of files from the applicant.

Commercial Building Permit Applications – Days to Review (From review start to permit issuance) May 2018 – April 2019



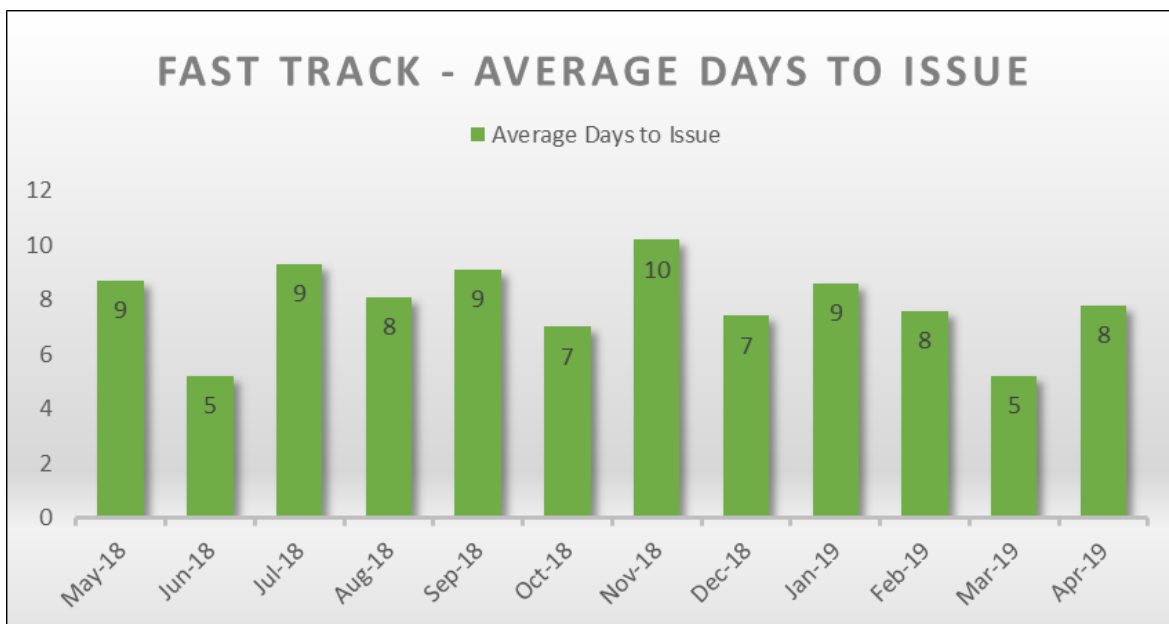
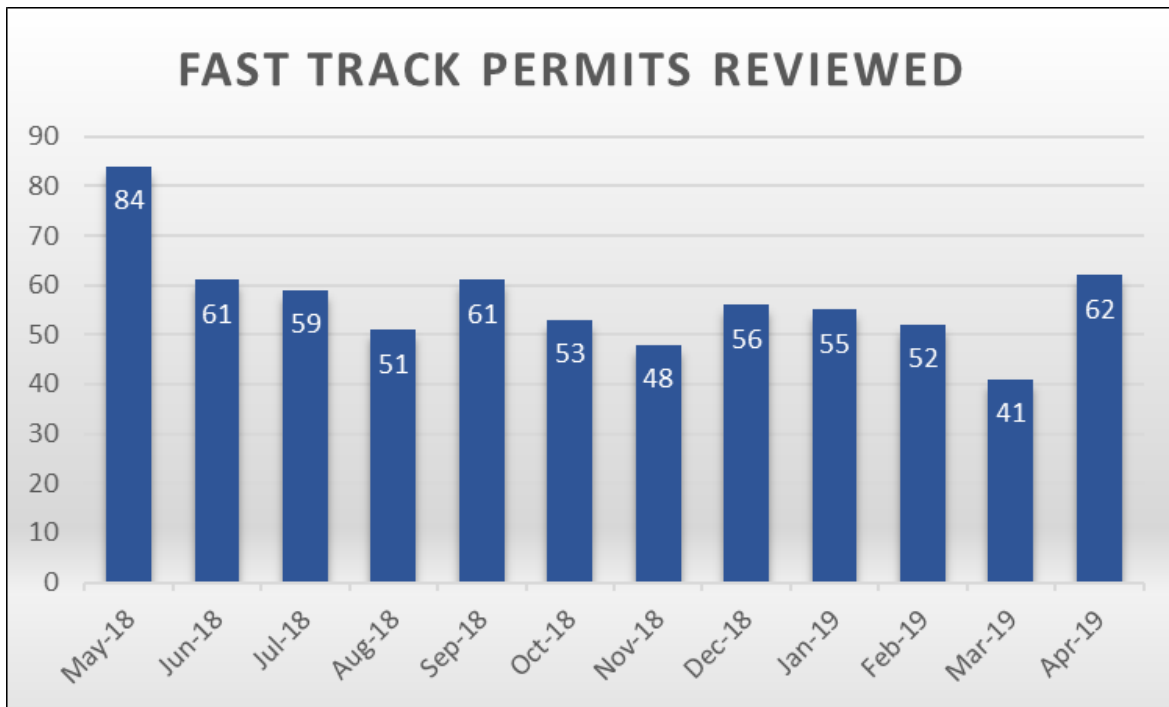
NOTE: Average and median days to issue includes the number of business days from the date of payment (review start) to the date of permit issuance, including any time that staff is waiting on resubmission of files from the applicant.



Permits issued within 20 business days: 40%

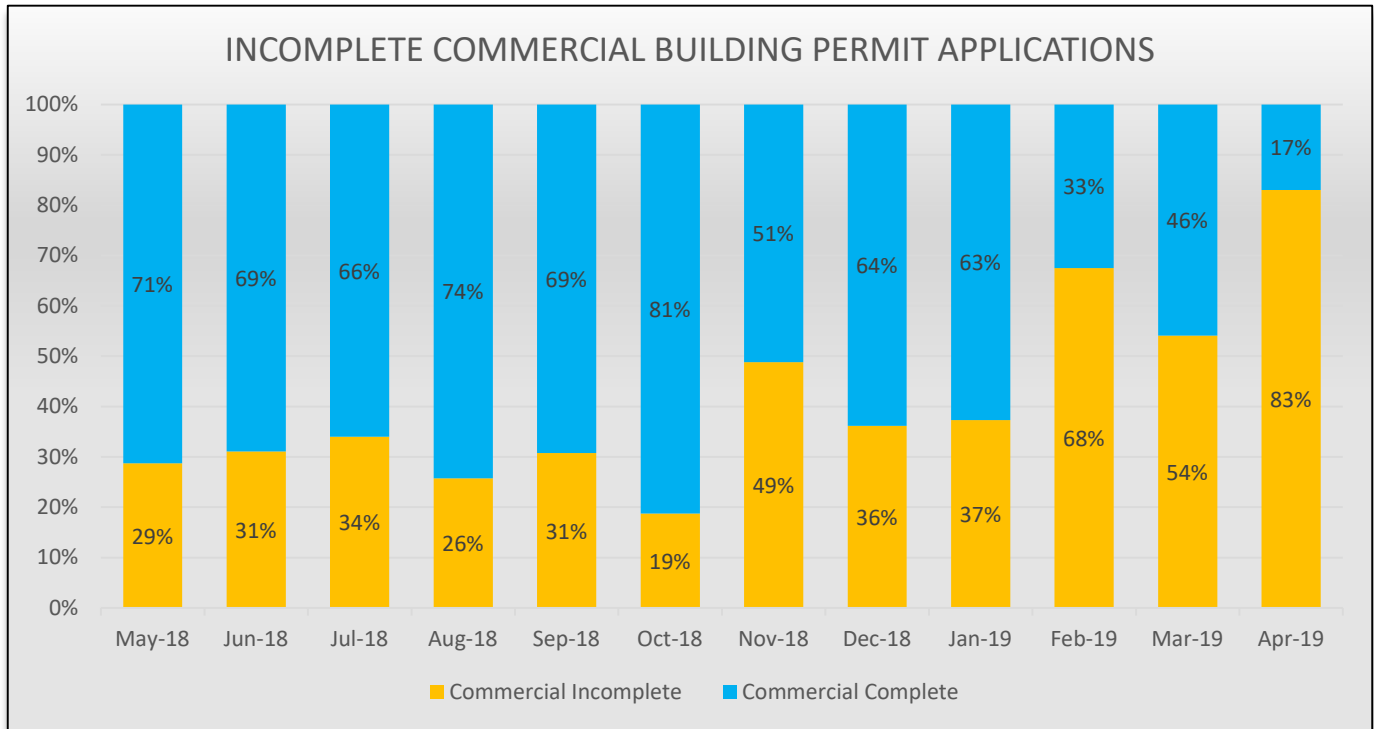
NOTE: Days to issue includes the number of business days from the date of payment (review start) to the date of permit issuance, including any time that staff is waiting on resubmission of files from the applicant.

Fast Track Permit Review May 2018 – April 2019

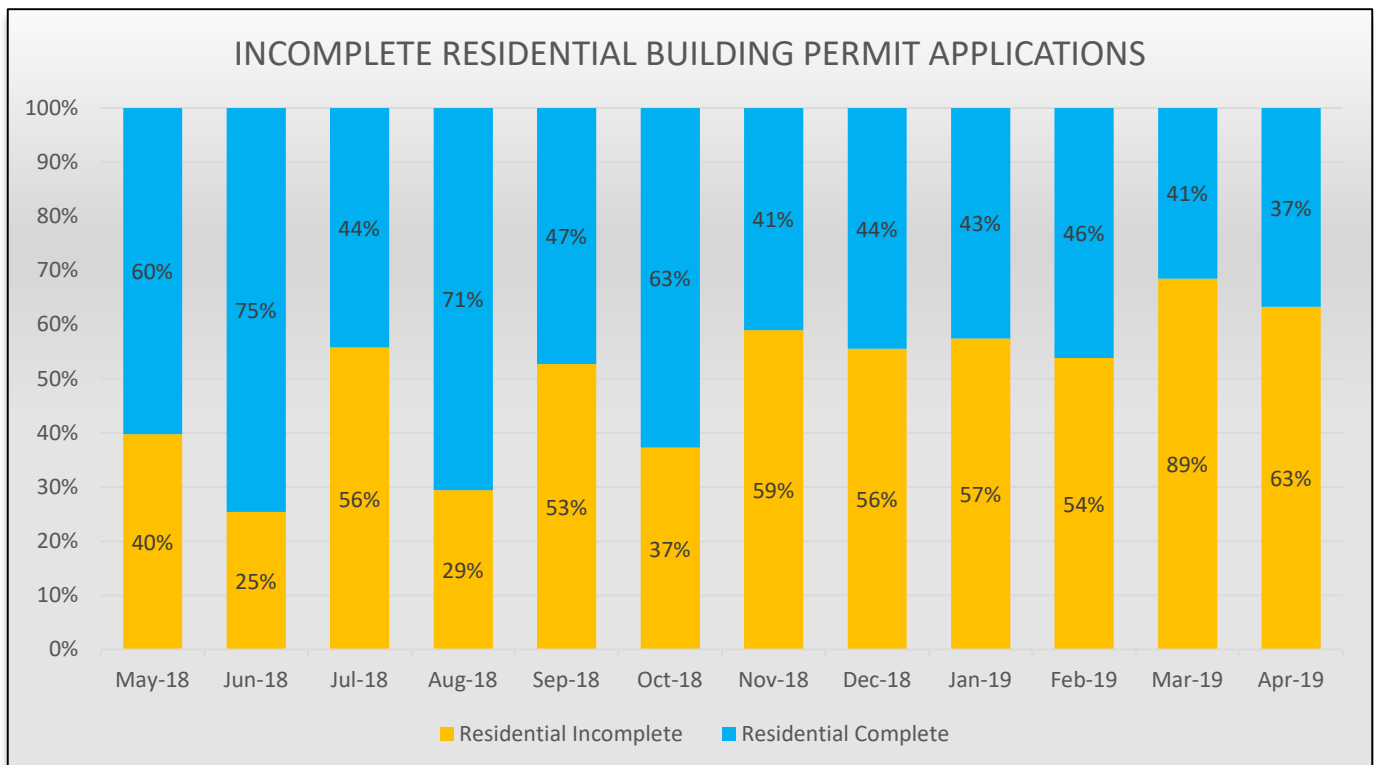


NOTE: Average days to issue includes the number of business days from the date of payment (review start) to the date of permit issuance, including any time that staff is waiting on resubmission of files from the applicant.

Incomplete Building Permit Applications May 2018 – April 2019



Includes commercial construction permit applications only.

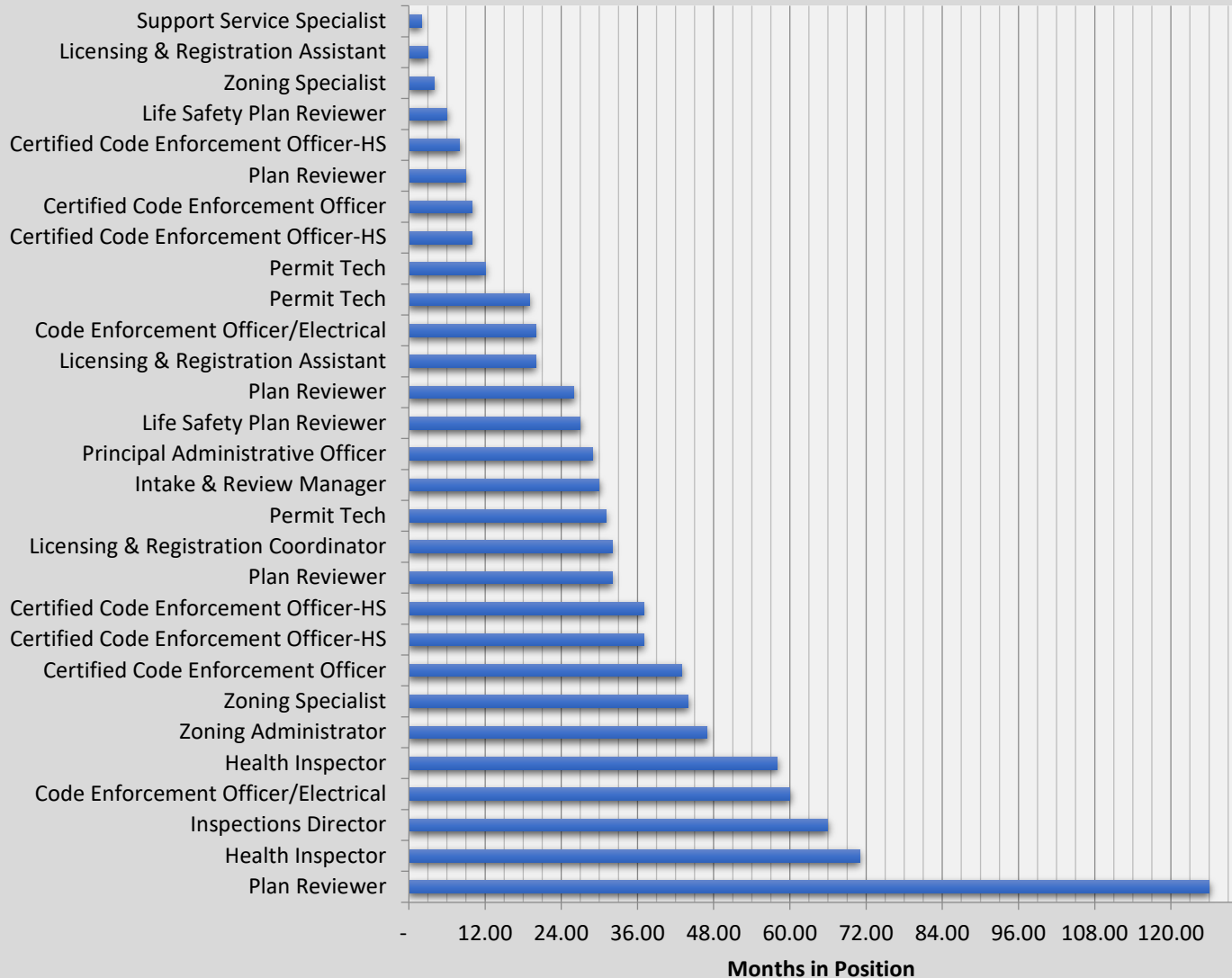


Includes residential construction permit applications only.

Permitting and Inspections Department Staff Longevity

PERMITTING AND INSPECTIONS DEPARTMENT STAFF LONGEVITY

APRIL 30, 2019

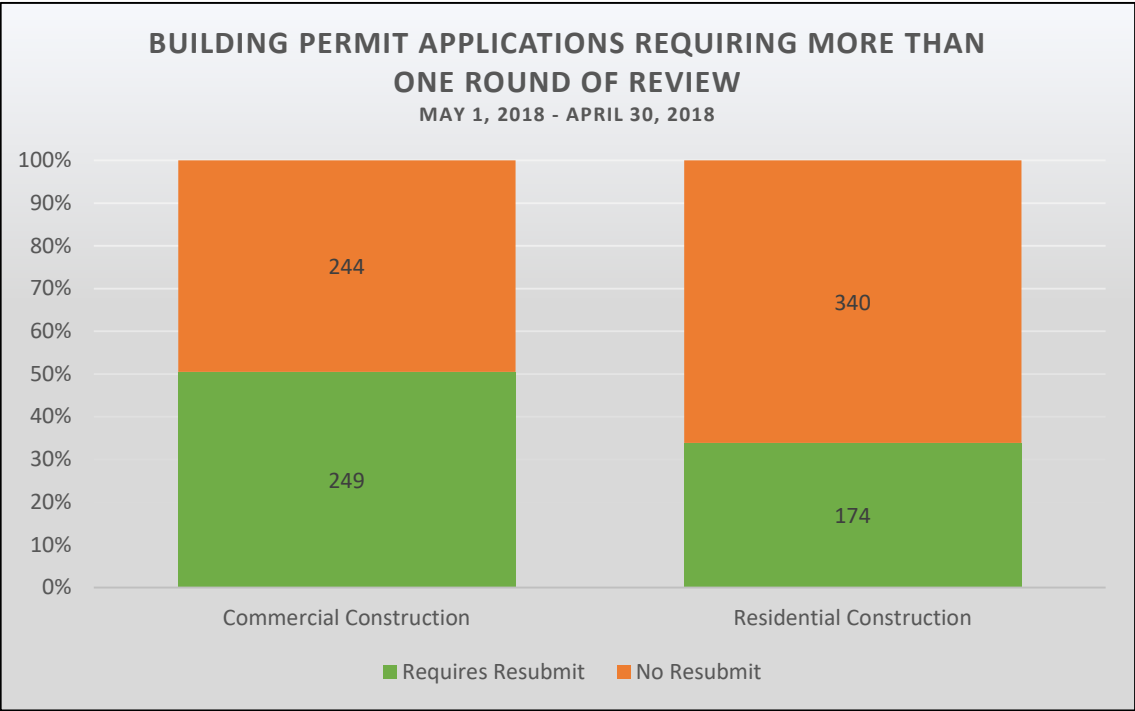


Total Full Time Employees: 28

Employees with 1 year or less: 9 (32%)

Employees with 2 years or less: 12 (43%)

Building Permit Applications Requiring More Than One Round of Plan Review



Project Review Timeline

Site Plan Review – Permit Issuance

Project Name	Address	Site Plan Application Date	Site Plan Approval Date	Building Permit Application Date	Building Permit Issuance Date	Third Party Review?
	100 Fore Street	10/5/2018	1/8/2019	1/25/2019	4/11/2019	Yes
Maine Medical Center - Parking Garage	222 Saint John Street	6/20/2018	9/11/2018	9/28/2018	10/19/2018	Yes
Shipyards Redevelopment	86 Newbury Street	4/6/2018	9/25/2018	11/15/2018	3/12/2019	Yes
Rufus Deering	383 Commercial Street	3/13/2017	6/26/2018	10/5/2018	1/30/2019	Yes
Wex (Phase I - piles foundation, steel)	0 Hancock Street	8/15/2017	10/27/2017	10/17/2017	10/27/2017	No
Wex (Phase II - core and shell)	0 Hancock Street	8/15/2017	10/27/2017	10/24/2017	2/9/2018	No

Responses to additional fee questions from 5/9 Finance Committee

Increasing Building Cost of Work fees from 1.5 to 1.6 would have yielded approx. \$266,000

Long Term Rental increases (\$15 / unit, and in \$5 / Unit increments)

18,950 units = \$15 / Unit increase (to \$50) would yield \$278,850

18,950 units * \$5 / Unit increase (to \$40) would yield \$92,950 (per \$5 / Unit increase)

Brief Fee History:

Housing Safety - Long Term Fee Order 298 14/15 7/6/15

Short Term Fees Order 179 16/17 4/26/17

Business Licenses - All Increased per Order 218 17/18 7/1/18

Building Permit Fees - 1.5 rate established around September 2016 (I'm hunting for the exact order) They were previously changed from 1.0 to 1.1 on Order 238 13/14



CITY OF PORTLAND
Planning & Urban Development
Jeff Levine, AICP, Director

Memorandum

To: City Council
From: Jeff Levine, Director
Date: 5/8/19
Re: Follow-up from Budget Workshop

This memo follows up on two questions you had at the Finance Committee meeting regarding our budget.

Original Budget Proposal

You have asked what was included my original budget proposal to the City Manager. Here is some information on the staffing structure of the proposed restructuring I proposed for FY2020. I designed these changes to meet the following goals:

- Aligning the Department's structure with City administration goals of improved communication; efficiency and technology; recruitment/retention/diversification of Workforce; and improved customer service;
- Aligning the Department's structure towards the six overarching themes of *Portland's Plan 2030* (Portland is... dynamic; secure; equitable; connected; authentic; and sustainable.)
- Addressing ongoing needs to complete ambitious work plan targets in the face of continued additional projects that arise and need to be completed well.
- Reducing the number of direct reports for each manager to allow them to provide the oversight, feedback and mentoring needed for professional staff.

I proposed the following changes:

1. Replacing the City Planning Director position with a Deputy Director. That position would retain much of the same day-to-day responsibility but will also provide additional oversight and coordination between the Housing & Community Development group and the remainder of the

- office;
2. Dividing the Planning Division into two smaller work groups – one focused on special projects and the other to be focused on short term planning efforts such as development review;
 3. Creating a new Director of Special Projects position to oversee that new division. The Transportation Program Manager and two Senior Planners would have reported to this new director, who would focus on and oversee projects such as the ReCode and transportation planning projects. S/he would also continue to work on development projects as needed, as we all do;
 4. Making changes in Community Development to better meet operational needs;
 5. Moving the Planning Division Office Manager and Administrative Officer into a new Department-wide Quality Assurance and Control group.

The changes proposed would have resulted in an increase of 3 FTE in the office:

1. The Director of Special Projects position mentioned above.
2. Given the increased number of Local Historic Districts (we have added 3 in the past few years and are likely to add another on Munjoy Hill, as well as a set of specific parcels on Forest Avenue) I requested another project position Planner to focus on historic preservation. Project positions are temporary and are added to handle increased workload, and then can be easily ended when work slows down.
3. Similarly, given the development review workload, I requested a second Development Review Coordinator as a project position. This position would have been primarily funded by the 2% inspection fee we charge site plan review projects, as it would increase our throughput of site inspections.
4. Housing & Community Development would add a compliance position and eliminate the rehab specialist position, for no net changes in FTE.

I also proposed upgrading the Administrative Officer position to a Senior Administrative Officer. This position already provides high level research and analysis, as well as general customer service support, especially for difficult customers. I want the position to reflect the actual needs and day-to-day work.

This proposal did not include the Transportation Management Association position that might be created with primarily outside funds. It would be located under “Connected & Dynamic” and report to the Special Projects Director.

As submitted by the City Manager, the budget creates the new Director of Special Projects position and upgrade the Administrative Officer position, as well as implementing the changes in Housing & Community Development. However, it eliminates one Senior Planner. The Manager’s budget also does not fund the project-based Preservation Planning and Development Review Coordinator positions. The net impact of the City Manager’s budget is to eliminate two positions and replace them with two new positions, and to upgrade two positions.

Effects of Changes on Committee Staffing

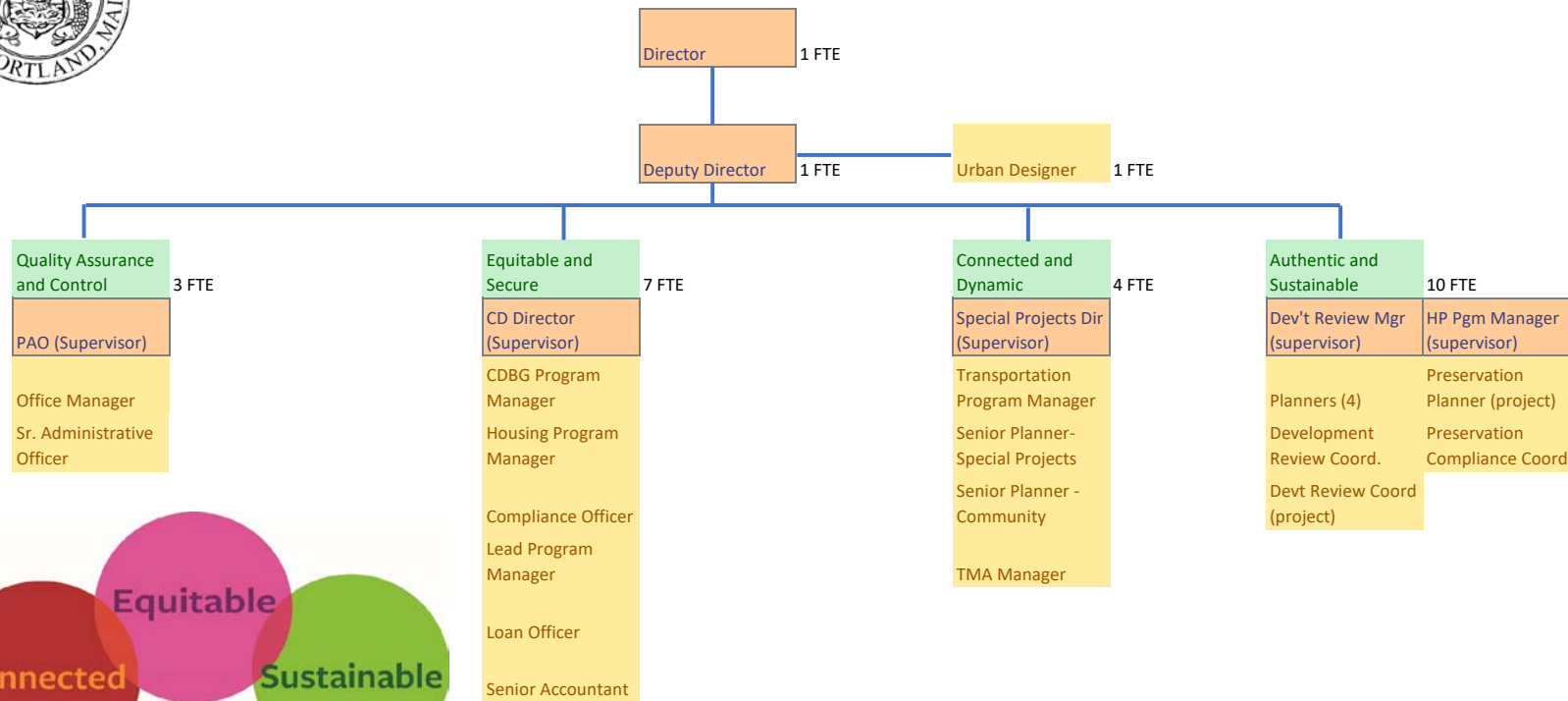
You have asked if the changes in the structure of the Department will affect our ability to staff Council Committees, particularly the Housing Committee. This Department staffs the Housing Committee, as well as the Planning Board, Preservation Board, and

the Public Art Committee. We also often attend the Health & Human Services, Sustainability & Transportation, and Economic Development Committees.

These changes to the Department structure should have no negative effect on our ability to staff the Housing Committee or other Boards and Committees. The staff that works with the Housing Committee will continue to serve in that role at the same level of commitment as is currently provided.



Planning & Urban Development Department FY20 Restructuring Proposal



Eliminated: Rehab Specialist

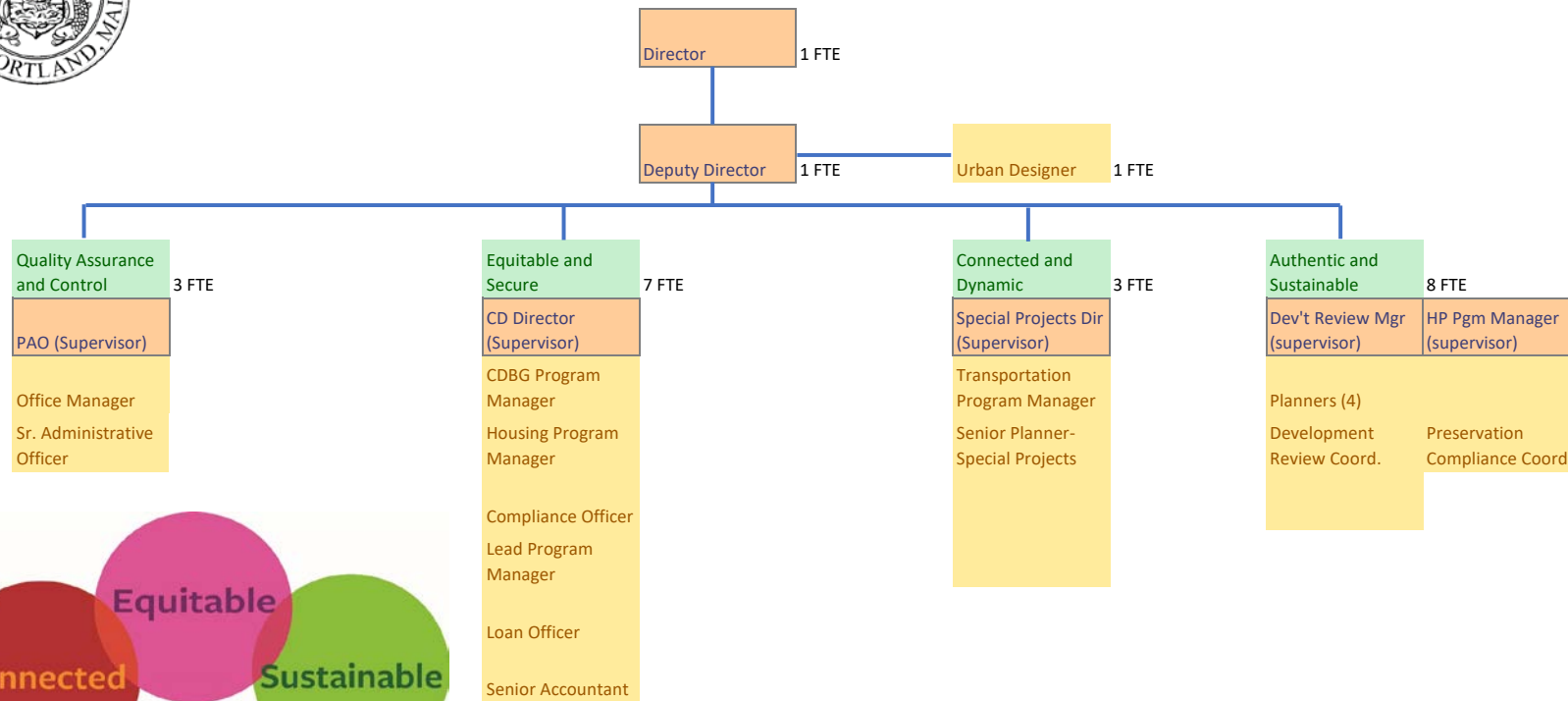
Added: Special Projects Director, Compliance Officer, Preservation Planner (contract), DRC (contract)

Upgraded: Deputy Director, Sr. Admin Officer

27 FTE (24 currently)



Planning & Urban Development Department FY20 Restructuring As Submitted by CM



Eliminated: Rehab Specialist, Senior Planner

Added: Special Projects Director

Upgraded: Deputy Director, Sr. Admin Officer

24 FTE (24 currently)

Project Review Timeline

Site Plan Review – Permit Issuance

Project Name	Address	Site Plan Application Date	Site Plan Approval Date	Building Permit Application Date	Building Permit Issuance Date	Third Party Review?
	100 Fore Street	10/5/2018	1/8/2019	1/25/2019	4/11/2019	Yes
Maine Medical Center - Parking Garage	222 Saint John Street	6/20/2018	9/11/2018	9/28/2018	10/19/2018	Yes
Shipyards Redevelopment	86 Newbury Street	4/6/2018	9/25/2018	11/15/2018	3/12/2019	Yes
Rufus Deering	383 Commercial Street	3/13/2017	6/26/2018	10/5/2018	1/30/2019	Yes
Wex (Phase I - piles foundation, steel)	0 Hancock Street	8/15/2017	10/27/2017	10/17/2017	10/27/2017	No
Wex (Phase II - core and shell)	0 Hancock Street	8/15/2017	10/27/2017	10/24/2017	2/9/2018	No



CITY OF PORTLAND
Planning & Urban Development
Jeff Levine, AICP, Director

Memorandum

To: City Council
From: Jeff Levine, Director
Date: 5/8/19
Re: Follow-up from Budget Workshop

This memo follows up on two questions you had at the Finance Committee meeting regarding our budget.

Original Budget Proposal

You have asked what was included my original budget proposal to the City Manager. Here is some information on the staffing structure of the proposed restructuring I proposed for FY2020. I designed these changes to meet the following goals:

- Aligning the Department's structure with City administration goals of improved communication; efficiency and technology; recruitment/retention/diversification of Workforce; and improved customer service;
- Aligning the Department's structure towards the six overarching themes of *Portland's Plan 2030* (Portland is... dynamic; secure; equitable; connected; authentic; and sustainable.)
- Addressing ongoing needs to complete ambitious work plan targets in the face of continued additional projects that arise and need to be completed well.
- Reducing the number of direct reports for each manager to allow them to provide the oversight, feedback and mentoring needed for professional staff.

I proposed the following changes:

1. Replacing the City Planning Director position with a Deputy Director. That position would retain much of the same day-to-day responsibility but will also provide additional oversight and coordination between the Housing & Community Development group and the remainder of the

- office;
2. Dividing the Planning Division into two smaller work groups – one focused on special projects and the other to be focused on short term planning efforts such as development review;
 3. Creating a new Director of Special Projects position to oversee that new division. The Transportation Program Manager and two Senior Planners would have reported to this new director, who would focus on and oversee projects such as the ReCode and transportation planning projects. S/he would also continue to work on development projects as needed, as we all do;
 4. Making changes in Community Development to better meet operational needs;
 5. Moving the Planning Division Office Manager and Administrative Officer into a new Department-wide Quality Assurance and Control group.

The changes proposed would have resulted in an increase of 3 FTE in the office:

1. The Director of Special Projects position mentioned above.
2. Given the increased number of Local Historic Districts (we have added 3 in the past few years and are likely to add another on Munjoy Hill, as well as a set of specific parcels on Forest Avenue) I requested another project position Planner to focus on historic preservation. Project positions are temporary and are added to handle increased workload, and then can be easily ended when work slows down.
3. Similarly, given the development review workload, I requested a second Development Review Coordinator as a project position. This position would have been primarily funded by the 2% inspection fee we charge site plan review projects, as it would increase our throughput of site inspections.
4. Housing & Community Development would add a compliance position and eliminate the rehab specialist position, for no net changes in FTE.

I also proposed upgrading the Administrative Officer position to a Senior Administrative Officer. This position already provides high level research and analysis, as well as general customer service support, especially for difficult customers. I want the position to reflect the actual needs and day-to-day work.

This proposal did not include the Transportation Management Association position that might be created with primarily outside funds. It would be located under “Connected & Dynamic” and report to the Special Projects Director.

As submitted by the City Manager, the budget creates the new Director of Special Projects position and upgrade the Administrative Officer position, as well as implementing the changes in Housing & Community Development. However, it eliminates one Senior Planner. The Manager’s budget also does not fund the project-based Preservation Planning and Development Review Coordinator positions. The net impact of the City Manager’s budget is to eliminate two positions and replace them with two new positions, and to upgrade two positions.

Effects of Changes on Committee Staffing

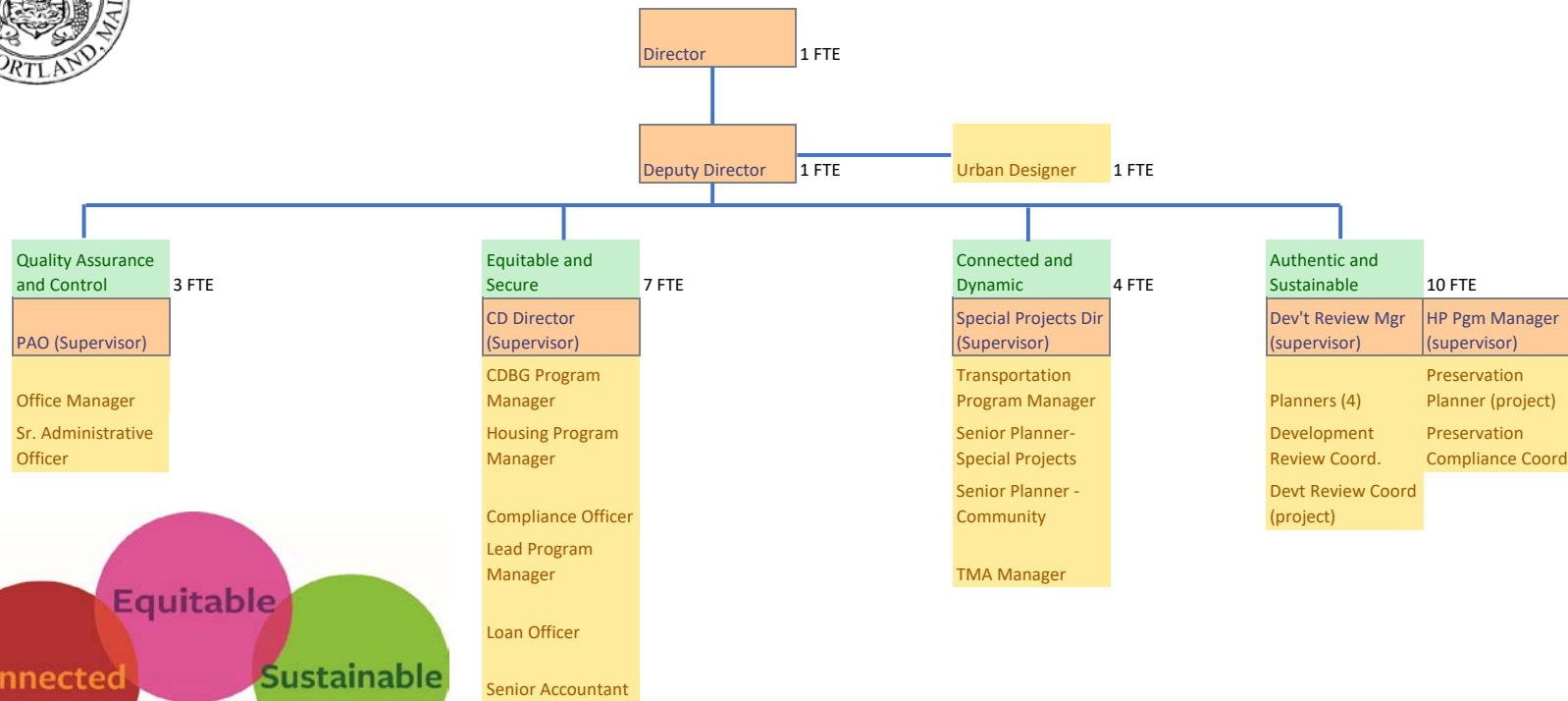
You have asked if the changes in the structure of the Department will affect our ability to staff Council Committees, particularly the Housing Committee. This Department staffs the Housing Committee, as well as the Planning Board, Preservation Board, and

the Public Art Committee. We also often attend the Health & Human Services, Sustainability & Transportation, and Economic Development Committees.

These changes to the Department structure should have no negative effect on our ability to staff the Housing Committee or other Boards and Committees. The staff that works with the Housing Committee will continue to serve in that role at the same level of commitment as is currently provided.



Planning & Urban Development Department FY20 Restructuring Proposal



Eliminated: Rehab Specialist

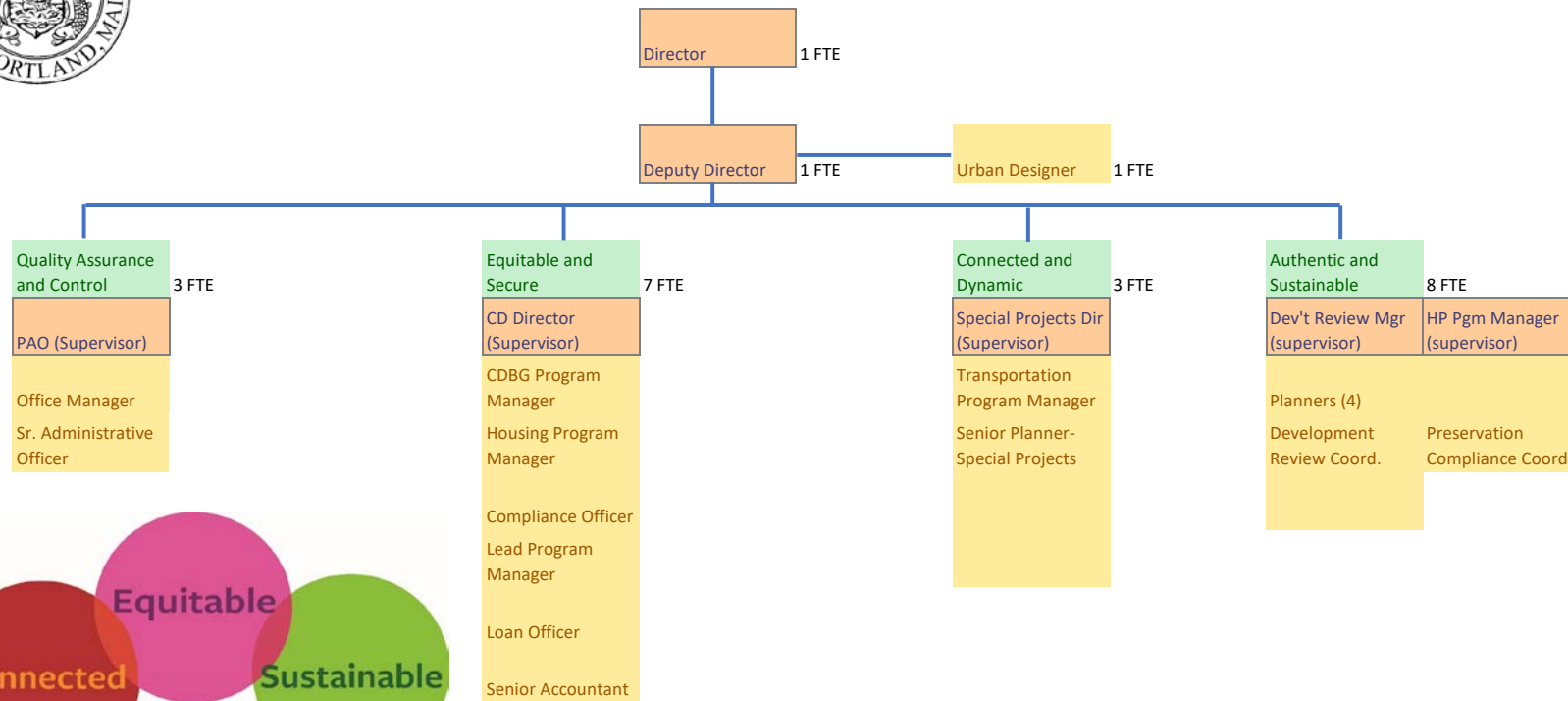
Added: Special Projects Director, Compliance Officer, Preservation Planner (contract), DRC (contract)

Upgraded: Deputy Director, Sr. Admin Officer

27 FTE (24 currently)



Planning & Urban Development Department FY20 Restructuring As Submitted by CM



Eliminated: Rehab Specialist, Senior Planner

Added: Special Projects Director

Upgraded: Deputy Director, Sr. Admin Officer

24 FTE (24 currently)

Maine PAYT bag pricing

City/Town	State or Province	XL		LARGE		SMALL		MINI		PAYT Bag Color
		PAYT Retail \$ per Each	PAYT Container Size	PAYT Retail \$ per Each	PAYT Container Size	PAYT Retail \$ per Each	PAYT Container Size	PAYT Retail \$ per Each	PAYT Container Size	
Warren	ME	\$2.00	55	\$1.00	35					Purple
Kennebunk	ME			\$4.40	33	\$2.40	15	\$1.40	8	Large- Purple, Small-Dark Blue
Cumberland	ME			\$2.50	33	\$1.25	14			Green
North Yarmouth	ME			\$2.50	33	\$1.25	15			Orange
Rockland (City ME)	ME			\$2.25	33	\$1.50	22	\$0.75	12	Orange
Wells	ME	\$4.10	45	\$2.10	33	\$1.60	15			Orange
Falmouth	ME			\$2.08	33	\$1.46	20			Yellow
Brunswick	ME			\$2.00	33	\$1.00				Green
Sanford	ME			\$2.00	33	\$1.25	15	\$1.00	8	Orange
Brewer	ME			\$2.00	33	\$1.25	15			Orange
South Berwick	ME			\$1.50	33	\$1.00	15			Dark Blue
Pownal	ME			\$1.10	33	\$0.50	15			Dark Blue
Mercer	ME			\$1.00	33					Blue
Enfield	ME			\$0.50	33	\$0.35	15			Yellow
Old Orchard Beach	ME			\$2.50	32					Dark Blue
Portland	ME			\$2.70	30	\$1.35	15			Purple
Windham	ME			\$2.70	30	\$1.35	13			Dark Blue
Bath	ME			\$2.00	30	\$1.25	15			Blue
Biddeford	ME			\$2.00	30	\$1.50	15			Green
Waterville	ME			\$2.00	30	\$1.25	15			Purple
Eliot	ME			\$2.00	30	\$1.25	15			Purple
China	ME			\$2.00	30	\$1.75	15	\$0.75	8	Blue
Calais	ME			\$1.50	30					Dark Blue
Seasmont	ME			\$1.00	30	\$0.50	15			Large- Orange, Small-Purple
AVERAGES				\$1.97	32	\$1.25	15			

City Manager's Recommended FY20 Operating Budget



*MOVING FORWARD IN A
FISCALLY RESPONSIBLE WAY*

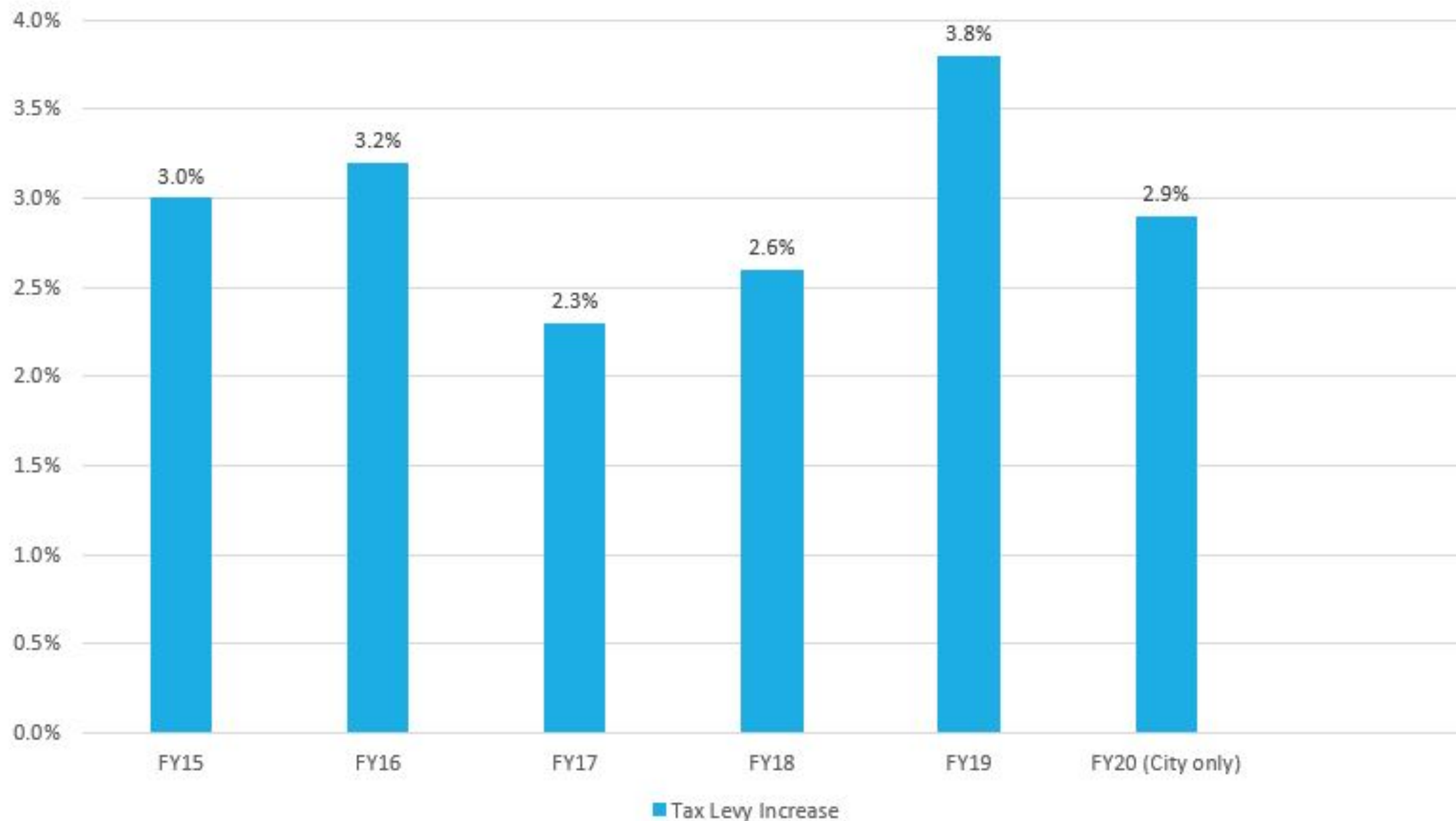
Finance Committee - April 9, 2019

- Brief overview from Finance Director
- Department by Department budget discussions - City Council, City Clerk, Executive, Assessor, Finance, Legal, Human Resources, Jetport
- Review of Future Dates

FY20 Budget Overview

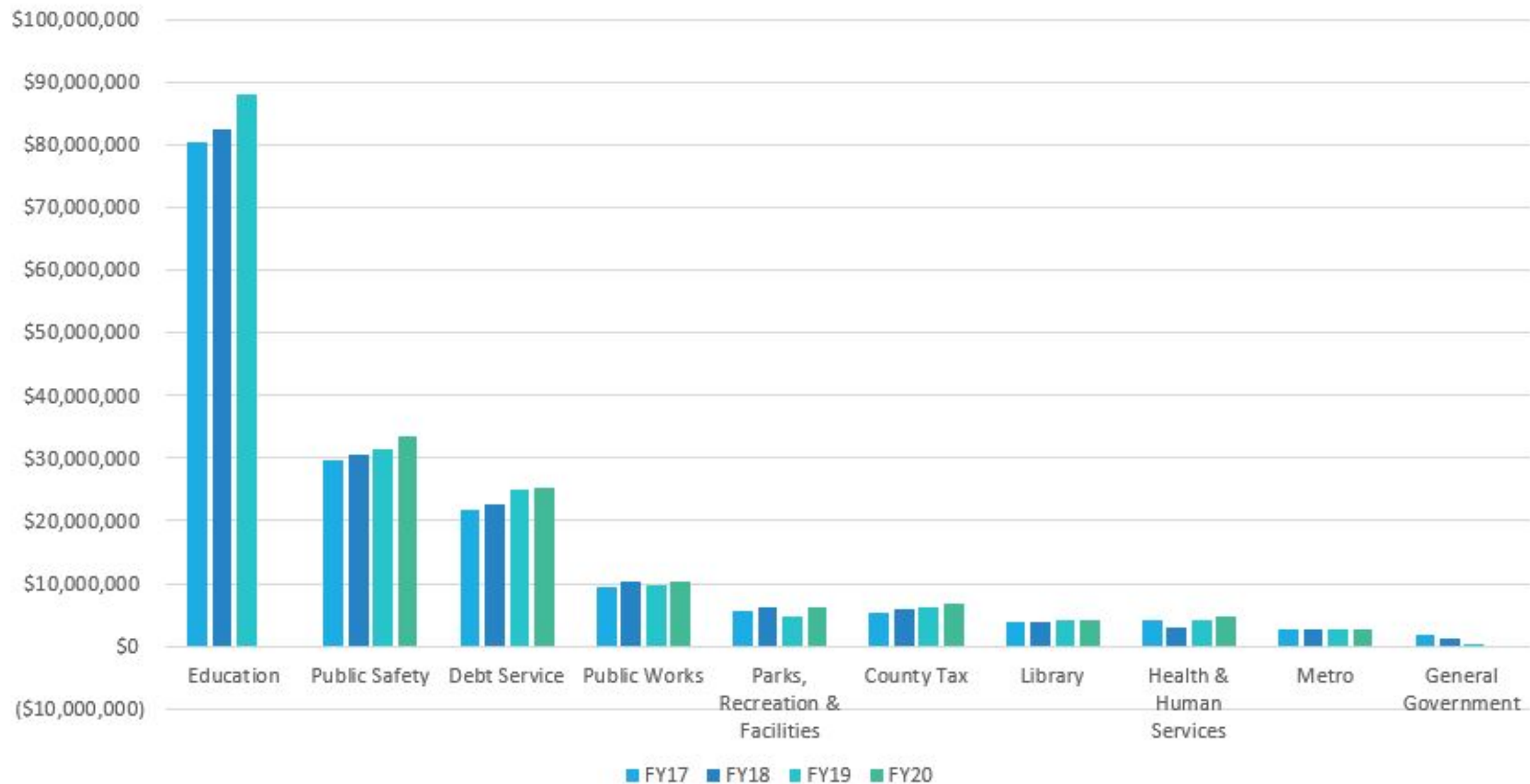
- No formal “target” from City Council
- Goal from the City Manager was to provide a budget at 3% or lower, more in line with external economic indicators
- Many built in cost increases above 3%
- Economy beginning to show signs of softening, casting doubt on future of key non-tax revenues

Tax Levy: Increases by Budget Year



FY17 – FY20

Tax Levy by Budget Category Comparison



Department by Department Budget Review

City Council (100-11)

- FY20 Expenditures - \$344k (3.7% increase, \$12k)
- No FTE changes
- Council Travel/Training: (+\$5k to \$20k total)
- Council Direct Mail / Correspondence: (+\$3.5k to \$8.5k)

Department by Department Budget Review

City Clerk (100-12)

- FY20 Expenditures \$661k (23.1% increase, \$124k)
- No FTE changes, no revenue changes
- March 2020 Presidential Primary: +\$38k (multiple lines)
- Extra Contractual Services: +\$12k for ranked choice voting (RCV) tabulation contract, +\$10k printing for Mayoral ballot, +\$10k advertising for citizen initiatives (must print full text)
- Rentals: +\$20k for RCV machines

Department by Department Budget Review

Executive (100-13)

- FY20 Expenditures - \$929k (4.8% decrease, -\$46k)
- -1.5FTE: Emergency Management Grant staff transfer
- +1.0FTE: Customer Service Specialist transfer from IT
- -1.0FTE Elimination of Assistant City Manager, +1.0 FTE for Director of Innovation and Performance Management
- -\$35k for Tyler Project Manager contract
- Revenue: Increase of \$20k in passport issuance revenue

Department by Department Budget Review Assessor (100-14)

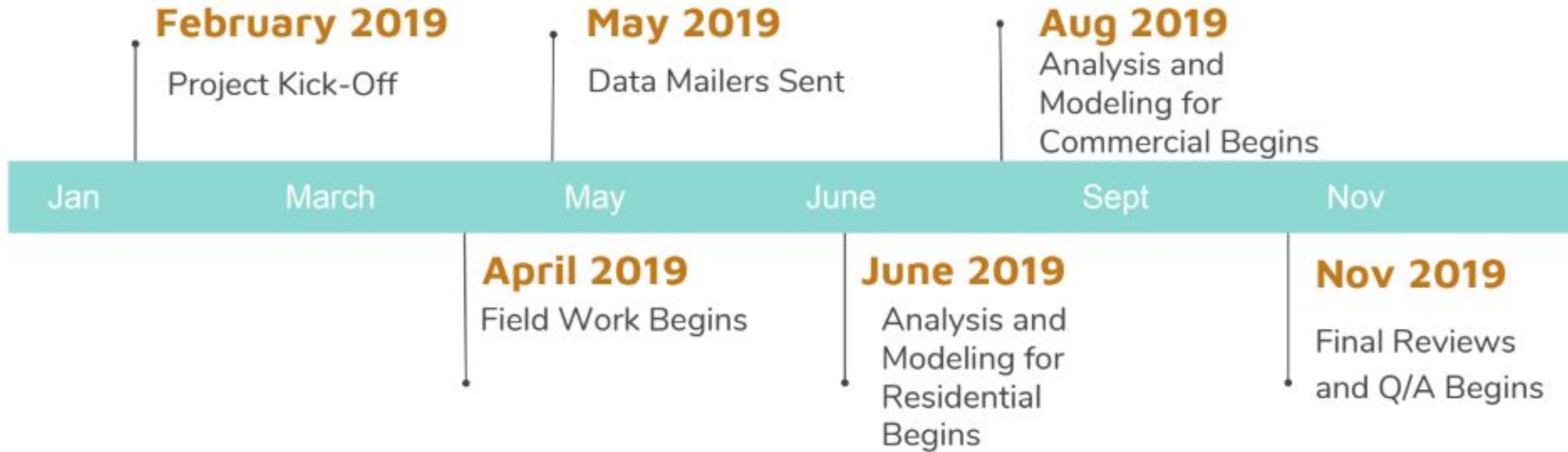
- FY20 Expenditures \$434k (7.6% increase, \$31k)
- No FTE changes - GIS Coordinator position request unable to be funded
- See external summary sheet from Assessor Chris Huff who is in attendance for Q&A

(re)Value Portland!

Revaluation Project Update - April 2019

- **Public and Media Releases distributed 1/22/19 and 4/5/19**
- **Current tasks in progress:**
 - **Digital Scanning Project - started 3/18/19 - approx. 12-14 weeks**
 - **Street-Level Imagery - started 4/8/19 - approx. 5-6 weeks**
 - **Sketch Verification - started 2/13/19 - results this week**
 - **Data Collectors / Reviewers**
 - **Preliminary Data Gathering and Review**
 - **Building out of the Communications Plan**
 - **Phone Number, Website, Citizen's Guide, Meeting Schedules**
- **First mass informational mailing to all properties - going this week**
 - **This will be a tri-fold brochure with info on the project and what to expect in terms of field checks and property visits**

Revaluation Project Timeline



April 2020 - Taxpayer Notices Sent

May 2020 - Informal Hearings Begin

August 2020 - Project Completion - FY21 Tax Bills Mailed

Department by Department Budget Review

Finance (100-15)

- FY20 Expenditures \$1.95M (6.1% increase, \$113k)
- No FTE changes, external auditor (RKO) recommended Internal Auditor position unable to be funded.
- Treasury Division Cashier Clerk upgrades: +\$20k
- Temp Help for P-STEP program: +\$8k

Department by Department Budget Review

Finance (100-15) - Excise Tax Revenue

- FY20 Budget includes \$500k decrease in excise tax revenue from \$12M to \$11.5M
- FY19 collections trending at 95% of FY18 levels but dropping off quickly

Auto Excise History					
	FY17	FY18	FY19	vs FY19	vs FY19
	A-\$10,600,000	A-\$11,200,000	A-\$12,050,000	by month	cumulative
July	\$969,774	\$947,890	\$1,117,098	\$169,208	\$169,208
August	\$1,018,953	\$1,115,770	\$1,093,486	(\$22,284)	\$146,924
September	\$948,887	\$933,269	\$984,798	\$51,530	\$198,454
October	\$856,383	\$1,040,927	\$882,454	(\$158,472)	\$39,981
November	\$832,577	\$830,910	\$875,989	\$45,079	\$85,060
December	\$757,964	\$797,313	\$816,058	\$18,745	\$103,805
January	\$781,664	\$847,549	\$771,914	(\$75,635)	\$28,170
February	\$698,889	\$925,422	\$758,384	(\$167,038)	(\$138,867)
March	\$1,342,323	\$1,225,357	\$923,117	(\$302,240)	(\$441,108)
April	\$1,153,095	\$1,226,301			
May	\$1,336,511	\$1,287,313			
June	\$1,152,118	\$1,223,890			
Totals:	\$11,849,138	\$12,401,909	\$8,223,298		

Department by Department Budget Review

Finance (100-15) - Revenue Sharing

- Revenue Sharing: Per [State projections](#), FY20 at 2.5% = \$4.58M (increase of only \$380k, significantly lower than expected)
- Estimated FY19 revenue sharing at 2% - \$4.1M
- Estimated FY20 revenue sharing at 2.5% (assuming all other things held equal) would be $\$4.1\text{M} \times 1.25 = \5.1M
- Difference between \$5.1M increase and \$4.58M per State will be investigated by Staff - Portland's share of overall State valuation did rise from 5.33% to 5.49% from 2018 to 2019

Department by Department Budget Review

Legal (100-16)

- FY20 Expenditures \$741k (\$32k increase, 4.5%)
- No FTE Increases
- No major revenue or expense changes

Department by Department Budget Review

Human Resources (100-17)

- FY20 Expenditures \$1.07M (\$8k increase, 0.75%)
- No FTE increase - 2 position requests unable to be funded (Senior Human Resources Analyst \$74k, Community Greeter / Security Officer \$35k)
- Human Resources Director Gina Tapp in Attendance to present additional Department and City information

Department by Department Budget Review

Parking (100-18)

- FY20 Expenditures \$2.36M (\$29k increase, 1.2%)
- 0.4FTE increase - Part time PCO to full time PCO
- Revenue Highlights: Losing Thames Street Lot, gaining Ocean Gateway Queueing Lanes Temp Lot in April
- Parking Director John Peverada in Attendance for Q&A

Department by Department Budget Review

Economic Development (100-19)

- FY20 Expenditures \$646k (\$40k increase, 6.7%)
- Creative Portland -2.0FTE, City transitioning to larger cash contribution (\$140k)
- OEO Outreach & Initiatives Coordinator +1.0 FTE, \$60k, a recommendation from Economic Development Committee
- Marketing Coordinator +1.0 FTE, \$62k, transfer from PRF
- Revenue in EcoDevo budget comes from 3 area TIF districts

Bayside TIF Summary

- FY19 Capture Rate - 63.27%, FY20 Capture Rate - 75%
- Approved uses of TIF funds: Infrastructure, CEA's, HUD debt service, EcoDevo salaries, sea level adaptation

Downtown TIF Summary

- FY19 Capture Rate - 22%, FY20 Capture Rate - 25%
- Approved uses of TIF funds: Infrastructure & capital , Stormwater Management, Creative Portland, qualifying staff salaries, workforce development, new/enhanced transit

Waterfront TIF Summary

- FY19 Capture Rate - 71.48%, FY20 Capture Rate - 90%
- Approved uses of TIF funds: Pier/wharf repairs, Ocean Gateway local match, street and infrastructure improvements, dredging, EcoDevo staff expenses, CEA's

Department by Department Budget Review

Debt Service (100-47)

- FY20 Expenditures \$45M (\$3.27M increase, 7.8%)
- POB Debt Service increase of \$925k
- Lyseth Estimated Debt Service of \$1.2M
- LED Lease Phase II Increase of \$250k
- Sewer/Stormwater Debt Service of \$638k

Department by Department Budget Review

Pension (100-51)

FY20 Expenditures \$8.4M (\$271k increase, 3.3%)

Participating Local District – Employer Consolidated Plans Rates

	FY 18 7/1/17 – 6/30/18	FY 19 7/1/18 – 6/30/19	FY 20 7/1/19 – 6/30/20
Regular Plans			
AC	9.6%	10.0%	10.0%
BC	6.1%	6.3%	6.3%
AN	7.0%	7.3%	7.4%
Special Plans			
1C	15.7%	16.3%	16.2%
2C	10.1%	10.5%	10.6%
3C	12.2%	12.7%	12.8%
4C	8.4%	8.7%	8.9%
1N	10.5%	10.9%	11.1%
2N	5.5%	5.7%	6.0%
3N	7.5%	7.8%	8.1%
4N	3.9%	4.1%	4.5%

Department by Department Budget Review Contingency (100-61)

- FY20 Expenditures \$250k (\$26k decrease, 19.4%)
- \$25k cut for FY20 based on FY19 actual trends for emergency Legal Services.

Department by Department Budget Review

County Tax (100-63)

- FY20 Expenditures \$6.6M (\$351k increase, 5.6%)
- If County Tax had remained flat, City tax levy would have been a 2.6% increase instead of a 2.9% increase.

Department by Department Budget Review

Memberships / Other

- METRO expenditures increase of \$74k (2.73%)
- METRO revenue (Downtown TIF reimbursement) of \$303k
- RTP expenditures increase of \$6k (8.43%)
- Memberships (Misc) expenditures increase of \$33k (8.3%) due to Phase 2 of GPCOG's 100% increase in fees from FY18-FY20

Budget Review Schedule

- City Council Workshop on May 13
- Finance Committee Public Hearing on May 14
- Finance Committee Action on May 15
- City Council 2nd Read & Vote on May 20
- Budget Documents available at:
www.PortlandMaine.gov/Finance

Table of Contents – Additions to FY20 City Manager Recommended Budget Follow Up Requests for Information:

Pages 2 – 4 – Planning & Urban Development Follow Up Questions and Answers

Pages 5 – 6 – Health & Human Services Follow Up Questions and Answers

Pages 7 – 16 – Allowable TIF expenses listing

Page 17 – Five Year History of Contingency Account

Memorandum

To: City Council
From: Jeff Levine, Director
Date: 5-15-19
Re: Follow-up from Budget Workshop (REVISED to include salary costs see page 2)

This memo follows up on two questions you had at the Finance Committee meeting regarding our budget.

Original Budget Proposal

You have asked what was included my original budget proposal to the City Manager. Here is some information on the staffing structure of the proposed restructuring I proposed for FY2020. I designed these changes to meet the following goals:

- Aligning the Department's structure with City administration goals of improved communication; efficiency and technology; recruitment/retention/diversification of Workforce; and improved customer service;
- Aligning the Department's structure towards the six overarching themes of *Portland's Plan 2030* (Portland is... dynamic; secure; equitable; connected; authentic; and sustainable.)
- Addressing ongoing needs to complete ambitious work plan targets in the face of continued additional projects that arise and need to be completed well.
- Reducing the number of direct reports for each manager to allow them to provide the oversight, feedback and mentoring needed for professional staff.

I proposed the following changes:

1. Replacing the City Planning Director position with a Deputy Director. That position would retain much of the same day-to-day responsibility but will also provide additional oversight and coordination between the Housing & Community Development group and the remainder of the office;
2. Dividing the Planning Division into two smaller work groups – one focused on special projects and the other to be focused

- on short term planning efforts such as development review;
3. Creating a new Director of Special Projects position to oversee that new division. The Transportation Program Manager and two Senior Planners would have reported to this new director, who would focus on and oversee projects such as the ReCode and transportation planning projects. S/he would also continue to work on development projects as needed, as we all do;
 4. Making changes in Community Development to better meet operational needs;
 5. Moving the Planning Division Office Manager and Administrative Officer into a new Department-wide Quality Assurance and Control group.

The changes proposed would have resulted in an increase of 3 FTE in the office:

1. The Director of Special Projects position mentioned above.
2. Given the increased number of Local Historic Districts (we have added 3 in the past few years and are likely to add another on Munjoy Hill, as well as a set of specific parcels on Forest Avenue) I requested another project position Planner to focus on historic preservation. Project positions are temporary and are added to handle increased workload, and then can be easily ended when work slows down.
3. Similarly, given the development review workload, I requested a second Development Review Coordinator as a project position. This position would have been primarily funded by the 2% inspection fee we charge site plan review projects, as it would increase our throughput of site inspections.
4. Housing & Community Development would add a compliance position and eliminate the rehab specialist position, for no net changes in FTE.

Total Salary and Fringe costs for eliminated position requests:

Sr. Planner - \$78,079.45

Development Review Coordinator (Project Position) - \$78,079.45

Preservation Compliance Officer (Project Position) - \$69,101.44

I also proposed upgrading the Administrative Officer position to a Senior Administrative Officer. This position already provides high level research and analysis, as well as general customer service support, especially for difficult customers. I want the position to reflect the actual needs and day-to-day work.

This proposal did not include the Transportation Management Association position that might be created with primarily outside funds. It would be located under “Connected & Dynamic” and report to the Special Projects Director.

As submitted by the City Manager, the budget creates the new Director of Special Projects position and upgrade the Administrative Officer position, as well as implementing the changes in Housing & Community Development. However, it eliminates one Senior Planner. The Manager’s budget also does not fund the project-based Preservation Planning and Development Review Coordinator positions. The net impact of the City Manager’s budget is to eliminate two positions and replace them with two new positions, and to upgrade two positions.

Effects of Changes on Committee Staffing

You have asked if the changes in the structure of the Department will affect our ability to staff Council Committees, particularly the Housing Committee. This Department staffs the Housing Committee, as well as the Planning Board, Preservation Board, and the Public Art Committee. We also often attend the Health & Human Services, Sustainability & Transportation, and Economic Development Committees.

These changes to the Department structure should have no negative effect on our ability to staff the Housing Committee or other Boards and Committees. The staff that works with the Housing Committee will continue to serve in that role at the same level of commitment as is currently provided.

Memo:

From: Kristen Dow, Interim Director

Department of Health & Human Services

To: Brendan O'Connell, Finance Director

Date: 5/10/19

RE: Response to City Council Budget Committee Questions of 5/2/19

Social Services:

How much Portland Community Support Fund ("PCSF") funds does it take to support one household's rent, security deposit and utilities?

The current data shows that there were 130 households supported for rent, security deposits and utilities to date in FY19. The length of support varies. The total cost so far is \$202,137 or \$1,554 per household.

How many clients (households) are currently being supported?

March 2019 – 7 households

April 2019 – 19 households

May 2019 as of May 7 -5 households

How many households will the \$150,000 in the FY 20 budget support?

96 households at \$1,555 per average household cost. As a comparison, FY18 had a total of 80 cases.

Public Health:

What is the budget of the Portland Community Free Clinic and how much does the City provide?

The FY20 budget for PCFC is for salaries only for a total of \$98,646.

The Friends of the Portland Free Clinic reimburses the City up to \$100,000 per year in 4 quarterly installments. Benefits for the Free Clinic employees are covered by the City.

Barron Center:

Explain how the Barron Center budgeted Revenues for FY 19 and FY 20?

For both FY19 and FY20 Barron Center budgeted a **total** occupancy @ 80% or 175.2 bed nights. Of the 80% **total** occupancy, Mainecare was budgeted at 85% for FY19 and 81% for FY20. For FY20 the Mainecare rate was increased to reflect the most updated RUG Rates (State reimbursement rate) for the current fiscal year July 18-March 19.

The **total** current census through April 30, 2019 was 80.4%, which is right on target. The Mainecare portion of this is 80.5% versus 81.0% budgeted. There is a small % shift between Medicare and Private pay, not enough to make any adjustments.

Right now we do not recommend increasing any revenues, as the rates are based on the most recent information on hand at this moment, which is thru March 19.

Note: Staff still working on a couple of additional requests for info which will be added as soon as possible.

Table 1

Municipal Use of TIF Revenues	Statutory Citation	Cost Estimate
In District: Create Additional Parking Structures	(1)(A)	\$10,000,000
In District: Existing Credit Enhancement Agreements (CEAs); multiple CEAs within sole Council discretion following minimum \$1 Million new investment and two Council readings per 2/4/2013 Portland Municipal TIF Policy, including up to 65% reimbursement for maximum of 20 years or less of District term end.	(1)(A)	\$6,000,000 over life of TIF District for existing CEAs
In District: Relocate one remaining scrap metal recycling facility and acquisition of scrap metal yard site	(1)(A)	T/B/D
In District: Infrastructure (roadway, sidewalk, and transportation improvement projects) located in District	(1)(A)	T/B/D
In District: Pledging TIF revenue as a repayment source to HUD or any other agency or entity that finances public Bayside investment	(1)(A)	\$6,000,000 over life of TIF District
In District: Public infrastructure improvements for both pedestrians and transit, lighting, and open space/trails	(1)(A)	T/B/D
In District: Funding the Economic Development Department, including salaries, to market and prepare for Bayside Redevelopment	(1)(A)	\$500,000
In and out of District:	(1)(A) and	\$250,000/annual or
a.) Cover the City's Economic Development Department costs, including salaries*;	(1)(C)(1)	\$4,500,000 over life of TIF District
b.) Environmental site assessment and remediation to support commercial development;	(1)(C)(2)	\$150,000
c.) Environmental sea level adaptation planning and public infrastructure to support commercial development	(1)(C)(2)	T/B/D
Total:		\$27,150,000

*This item is not unique to this TIF District; it is also included in the Riverwalk TIF District and the Waterfront TIF District.

E. Operational Components

1. Public Facilities

The City will invest in projects to further goals of the *Bayside Vision*, as outlined in Table 1 above.

value (the “TIF Revenues”) to fund infrastructure improvements and other administrative costs, all as further described in Table 1 hereinbelow. The City reserves the right to capture less than the full 12% in year one and less than the 22% in years 2 through 30, depending on the then-current needs of the City with respect to the approved project costs. Any reduction in the captured value percentage shall adjust the amount of assessed value eligible for sheltering with respect to the tax shift benefit correspondingly. Although all TIF Revenues will be retained by the City at this time, the City reserves the right in the future to negotiate and execute credit enhancement agreements pursuant to City Council approved TIF Policy of up to twenty years, or limited to the balance of District term at that time, and up to sixty-five percent (65%) of the TIF Revenues, within sole Council discretion. City TIF Policy is attached as Exhibit B. Such future credit enhancement agreements would require a public hearing and City Council approval.

In designating the District and adopting this Development Program, the City can accomplish the following goals:

- Maintain existing tax revenues;
- Invest in the Downtown public infrastructure;
- Invest in the Creative Portland Corporation annually;
- Invest in new and enhanced transit services;
- Enjoy enhanced future tax revenues generated by new development within the District; and
- Create long-term, stable employment opportunities for area residents because of these TIF investments.

In addition, by creating the District, the City will “shelter” the increase in municipal valuation that development in the District will bring about. This tax shift benefit mitigates the adverse effect that the District’s increased assessed property value has upon the City’s share of state aid to education, municipal revenue sharing, and its county tax assessment. An estimate of the tax shift benefits is shown in Exhibit D-2 attached hereto.

The City’s designation of the District and pursuit of this Development Program constitute a good and valid public purpose pursuant to Chapter 206 of Title 30-A because it represents a substantial contribution to the economic well-being of both the City and the region by providing jobs, contributing to property taxes, and diversifying the region’s economic base.

B. The Projects

Development within the District will provide a revenue source for the City’s economic development projects. The City intends to use TIF Revenues to further its overall plan to attract and retain businesses that want to take advantage of Portland’s business-friendly location, while offering their employees a rich, dynamic, and high quality of life. This includes funding of Creative Portland Corporation, of which the City of Portland is the Corporator, of up to \$100,000 annually, as well as City plans to invest in its public infrastructure in these investment focus areas:

- Sidewalk and Other Pedestrian Enhancements
- Streetscape
- Lighting
- Street Alignment
- Utilities
- Bicycle Improvements
- Public Transit
- Wayfinding
- Economic Development Department administrative costs and staff salaries, and prorated salaries of the City Manager and Planning and Urban Development Director

The District projects at this time are highlighted in Table 1 below:

TABLE 1

NOTE 1: All Citations refer to Title 30-A, Chapter 206, Section 5225

NOTE 2: While this Development Program lists particular projects, the Development Program shall not serve as an appropriation of TIF Revenues for any of these specific purposes, nor shall it commit the City to completing any particular project. The projects will only be undertaken following proper appropriation through the annual budget process and any other applicable required approvals.

Project	Downtown Revitalization Plan Reference by page no.	Statutory Citation	Estimated Cost
In District: Capital Infrastructure Investments, for example: - Sidewalk and Other Pedestrian Enhancements - Roadway Realignments/Paving - Intersection Redesigns - Bicycle Infrastructure - Stormwater Management, including water and sewer upgrades - Communications Infrastructure improvements/enhancements - Wayfinding (signage) - Public plaza intersection improvements	5, 6, 7, 9, 34 5, 6, 34 5, 6 5, 9, 11 5, 34 5, 33 5, 9, 33 8, 34	(1)(A) (1)(A) (1)(A) (1)(A) (1)(A) (1)(A) (1)(A) (1)(A)	\$200K annually; \$6 Million over life of District

In and out of District: New and Enhanced Transit Services, including operational costs, for example (see Exhibit K – Transit Map): - Creation of high frequency bus service on Congress Street at 15-minute intervals between the Portland Transportation Center (PTC) and Washington Avenue; - Enhancing Stevens Avenue- Allen Avenue- Congress Street bus service areas; - Corresponding costs for these enhancements, including transit operator salaries; transit vehicle fuel, and transit vehicle parts replacements. - Transit capital costs including transit vehicles and related equipment; bus shelters and other related structures; benches; signs, and other transit-related infrastructure.	3, 6, 32, 33	(1)(A) and (1)(C)(7)	\$110K annually; \$3.3 Million over life of District
In and out of District: City Marketing and Promotion through Creative Portland Corporation (CPC), for example (see Exhibit M Arts District Map within Downtown TOD TIF District): - In District: Center for the Arts, including rental residential space; - In District: capital, financing, real property assembly and professional service costs; - In and out of District: CPC staffing, administrative and marketing expenses; revolving loan or investment fund.	7	(1)(C)(1)	Up to \$100K annually; \$3 Million over life of District

In and out of District: Economic Dev. Dept. administrative costs and staff salaries at 100%, and prorated salaries of City Manager and Planning Urban Development Director *	7	(1)(A)(5) and (1)(C)(1)	\$250K annually; \$7.5 Million over life of District
In District: Small Public Capital Infrastructure and Equipment, for example (Downtown Plan pp. 6 and 7) - Parking meters - Vehicles for Public Services Dept. (formerly Public Works Dept.), and Fire Dept., including ambulances	7	(1)(A)(1)(a)	\$100K
In District: Relocation of Displaced Persons (TIF Application, p. 6)	(see TIF application, p. 6)	1(A)(6)	Not budgeted/not anticipated at time of TIF application
In District: CEAs as Approved by City Council (TIF application p. 2)	(see TIF application p. 2)	(1)(A)	Unknown at time of TIF application
Total Estimate of TIF Revenue Expenditure over 30 year term:			\$19,900,000

*This item is not unique to this TIF District, it is also included in the Bayside TIF District, Waterfront TIF District, and Riverwalk TIF District.

C. Strategic Growth and Development

This Development Program and the Downtown Plan meld various studies and plans for the District into one document, thereby promoting those studies and plans and making investments at the appropriate time. The studies and plans noted in the Downtown Plan represent a series of community initiatives, both completed and underway, or in planning process. The Development Program and Project List ([Table 1](#)) noted hereinabove represents the best thinking of City staff about current opportunities for realizing the City's longstanding, evolving vision for its Downtown.

D. Improvements to the Public Infrastructure

As further set forth in [Table 1](#) hereinabove, the City may use certain TIF Revenues for sidewalk and other pedestrian improvements, roadway realignments/paving, intersection redesigns, bicycle infrastructure, stormwater management improvements (including water and sewer maintenance), communications infrastructure improvements/enhancements, wayfinding, and public plaza intersection improvements that are directly related and made necessary by development in the District.

served as, and this Amended Development program will serve as the model for future amendments to the Original Development Program, as amended, as properties become eligible through the WREZ Ordinance.

The activities to be funded through the Original Development Program and this Amended Development Program will be specifically determined on an annual basis upon recommendation by the City Manager for action by the City Council. Therefore, the City of Portland seeks authorization to fund all the activities described in this Amended Development Program so that each year the City Council could prioritize which specific action to fund.

The projects to be undertaken are derived from the recommendations of the Task Force II Report which are:

1. Encourage private and public waterfront investments
2. Provide support to maintain a working waterfront
3. Support clean, working harbor.

Generally, the activities to be undertaken and the approximate cost associated with each activity are:

Pier and Wharf Structural Repair	\$3,200,000
Local Match for Ocean Gateway Project	\$1,000,000
Street Improvements (Remedy Traffic Congestion)	\$5,000,000
Pedestrian Circulation and Amenity Improvements	\$750,000
Dredging	\$10,000,000
City Economic Development Staff	\$50,000 Annual
Credit Enhancement Agreements	Per Each Individual Project

The City recognizes that the full scope of the needs of the Waterfront Economic Redevelopment Program is beyond the funds anticipated to be generated through the five Original TIF Districts described in the Original Development Program. Since the Original Development Program and this Amended Development Program will serve as the template for future TIF District applications, however, the City again seeks authorization for the full "menu" of economic development activities described above. This is necessary to maintain flexibility and adaptability as the needs of the waterfront are prioritized throughout the life of this Amended Development Program.

Pier and Wharf Structural Repair

The waterfront infrastructure needs are considerable. The Task Force II Report estimates the need for \$1.4 million in repairs to 14 wharves within three years, with an additional \$1.8 million needed over the next 20 years.

Local Match for Ocean Gateway Project

The voters of the State of Maine approved an allocation of roughly \$15 million for the construction of a marine passenger facility, requiring a local match of nearly \$1 million.

Street Improvements (Remedy Traffic Congestion)

With the development of the Ocean Gateway facility, significant transportation improvements will be required to accommodate the increased traffic on the street network along and around the waterfront, with particular emphasis on Franklin Arterial, Commercial Street and India Street.

Pedestrian Circulation and Amenity Improvements

Invest in pedestrian and multi-modal infrastructure to support the working waterfront and improve public access to the waterfront.

Dredging

This recommendation recognizes the environmental and financial burdens caused by combined sewer overflows and storm water pipes that discharge into the harbor. The cost associated with disposing the contaminated dredge material jumps to \$100 per cubic yard vs. \$12 per cubic yard for uncontaminated dredge disposal costs. Placing an additional financial burden on the marine industry, the significant cost of the disposal of the contaminated dredged material allows only a limited ability to recover those costs through increased berthing fees. Since there are considerable public health benefits associated with eliminating the contaminated dredge material they create, the Report recommends that the City devise a strategy to mitigate the effects of this issue, as well as subsidize a portion of the costs of the dredging and disposal of the contaminated material.

Economic Development Staffing

Fund a portion of the cost of City economic development staff involved in supporting waterfront business development activities and administration of the Original Development Program and this Amended Development Program.

Credit Enhancement Agreements

The City Council may approve credit enhancement agreements within the Waterfront Central Zone (as depicted on Attachment #5) within the remaining term of the Amended Development Program to support important private sector projects in compliance with adopted City TIF Policy and where the City Council determines that the public benefits associated with individual projects meet or exceed the current or net present value of the project's share of the TIF proceeds for activities consistent with State law. The City TIF Policy limits the Credit Enhancement Agreements to not exceed 75% of the incremental taxes over the life of the district.

B. Sub-District Development Program

The twenty (20) year Sub-District Development Program supports the redevelopment of the Cumberland Cold Storage 100,000± square foot building into a Class A office building. A twenty (20) year Credit Enhancement Agreement with the property owner and developer is proposed to assist with project costs.

C. The Development District Property

The City Council created the WREZ Ordinance (see Attachments #2 and #3) whereby any property within the geographic area, delineated on the attached map (see Attachment #4), that increased in value by an amount greater than \$400,000 over a two-year period would be considered for inclusion in a TIF application subject to the City Council approval.

1. Original Development District Property

Five such properties were given a TIF District designation by the City Council in 2002 as part of the Original Development Program.

MAP	BLOCK	LOT
019	A	008
029	K	001
029	S	001
030	D	001
041	A	005

2. Sub-District Property

Properties 041-A-016 (0.17 acres) and 041-A-17-18 (1.38 acres) are the subject of this application and are proposed as a Sub-District for the purposes of establishing the original assessed value and allocating tax increment pursuant to the Credit Enhancement Agreement with the Developer.

The TIF Districts will apply to only new value generated within the Districts and will not affect the current property tax base.

C. Municipal Use of TIF Revenues

The City of Portland seeks authorization to utilize the revenues generated from the five Original TIF Districts and the Sub-District that are created in the WREZ in support of the economic development activities called for in described in this Amended Development Program, and specifically, the activities outlined in Section II-A of this application.

D. Operational Components

1. Uses of Private Property

Subject to the approval of the City Council, the City will consider entering into credit enhancement agreements to support private projects located in the Waterfront Central Zone which meet the criteria set forth in this TIF District Program.

2. Environmental Controls

The Original Development Program and this Amended Development Program proposes improvements that will comply with all federal, state and local rules and regulations and applicable land use requirements.

3. Plan of Operation

During the life of the five Original Districts and the Sub-District, the City of Portland, City Council, or their designee, will be responsible for the administration of the Districts.

III. Original Development Program Physical Description

- A. Total acreage of the municipality: 12,386 (taxable acres)
- B. Total acreage of five Original TIF Districts: 3.4 acres
- C. Percent of line B of line A (line B divided by line A cannot exceed 2%): 0.03%
- D. Total acreage of all existing and Original TIF Districts in the municipality: 77.6 acres
- E. Percent line D of line A (cannot exceed 5%): 0.63%

Summary of FY20 TIF Payments and TIF Funded Expenditures:

Waterfront Maine - \$212,293
Atlantic Bayside Trust - \$325,000
ImmuCell - \$60,106
Avesta Pearl Place - \$22,000
409 Cumberland Ave - \$75,613
134 Washington Ave - \$10,762
Thompson's Point - \$125,317
PowerPay/Public Market - \$51,224
McAuley - \$50,000
Debt Service – Waterfront & Ocean Gateway - \$516,533
Debt Service – Bayside - \$400,000
Debt Service – Downtown - \$250,000
Waterfront Working Group - \$200,000 (Dredging Hold)
HUD Payments - \$450,000
Economic Development Staff Salaries - \$564,000
Portland Adult Ed - \$100,000
FY20 Contribution to CDBG - \$90,000
METRO - \$302,707

Contingency Actuals 5 Year History

Acct #: 100-6100-490

Acct Description		FY14	FY15	FY16	FY17	FY18
01-10	Salaries & Wages	-	-	-	-	\$86,964
20-20	Travel & Training	-	-	-	\$46	\$832
20-40	Taxes & Licenses	\$743	\$742	\$777	\$794	\$822
35-00	Contractual Svcs Misc	\$234,006	\$147,391	\$14,733	\$181,953	\$107,675
35-52	Legal Services	\$2,590	-	\$295,502	\$14,302	\$228,042
55-60	Minor Equipment	-	-	\$5,000	\$3,299	-
63-35	Stormwater Charges	-	-	\$134,986	-	-
FY Totals:		\$237,339	\$148,132	\$450,998	\$200,395	\$424,334

Memorandum

To: City Council
From: Jeff Levine, Director
Date: 5-15-19
Re: Follow-up from Budget Workshop (REVISED to include salary costs see page 2)

This memo follows up on two questions you had at the Finance Committee meeting regarding our budget.

Original Budget Proposal

You have asked what was included my original budget proposal to the City Manager. Here is some information on the staffing structure of the proposed restructuring I proposed for FY2020. I designed these changes to meet the following goals:

- Aligning the Department's structure with City administration goals of improved communication; efficiency and technology; recruitment/retention/diversification of Workforce; and improved customer service;
- Aligning the Department's structure towards the six overarching themes of *Portland's Plan 2030* (Portland is... dynamic; secure; equitable; connected; authentic; and sustainable.)
- Addressing ongoing needs to complete ambitious work plan targets in the face of continued additional projects that arise and need to be completed well.
- Reducing the number of direct reports for each manager to allow them to provide the oversight, feedback and mentoring needed for professional staff.

I proposed the following changes:

1. Replacing the City Planning Director position with a Deputy Director. That position would retain much of the same day-to-day responsibility but will also provide additional oversight and coordination between the Housing & Community Development group and the remainder of the office;
2. Dividing the Planning Division into two smaller work groups – one focused on special projects and the other to be focused

- on short term planning efforts such as development review;
3. Creating a new Director of Special Projects position to oversee that new division. The Transportation Program Manager and two Senior Planners would have reported to this new director, who would focus on and oversee projects such as the ReCode and transportation planning projects. S/he would also continue to work on development projects as needed, as we all do;
 4. Making changes in Community Development to better meet operational needs;
 5. Moving the Planning Division Office Manager and Administrative Officer into a new Department-wide Quality Assurance and Control group.

The changes proposed would have resulted in an increase of 3 FTE in the office:

1. The Director of Special Projects position mentioned above.
2. Given the increased number of Local Historic Districts (we have added 3 in the past few years and are likely to add another on Munjoy Hill, as well as a set of specific parcels on Forest Avenue) I requested another project position Planner to focus on historic preservation. Project positions are temporary and are added to handle increased workload, and then can be easily ended when work slows down.
3. Similarly, given the development review workload, I requested a second Development Review Coordinator as a project position. This position would have been primarily funded by the 2% inspection fee we charge site plan review projects, as it would increase our throughput of site inspections.
4. Housing & Community Development would add a compliance position and eliminate the rehab specialist position, for no net changes in FTE.

Total Salary and Fringe costs for eliminated position requests:

Sr. Planner - \$78,079.45

Development Review Coordinator (Project Position) - \$78,079.45

Preservation Compliance Officer (Project Position) - \$69,101.44

I also proposed upgrading the Administrative Officer position to a Senior Administrative Officer. This position already provides high level research and analysis, as well as general customer service support, especially for difficult customers. I want the position to reflect the actual needs and day-to-day work.

This proposal did not include the Transportation Management Association position that might be created with primarily outside funds. It would be located under “Connected & Dynamic” and report to the Special Projects Director.

As submitted by the City Manager, the budget creates the new Director of Special Projects position and upgrade the Administrative Officer position, as well as implementing the changes in Housing & Community Development. However, it eliminates one Senior Planner. The Manager’s budget also does not fund the project-based Preservation Planning and Development Review Coordinator positions. The net impact of the City Manager’s budget is to eliminate two positions and replace them with two new positions, and to upgrade two positions.

Effects of Changes on Committee Staffing

You have asked if the changes in the structure of the Department will affect our ability to staff Council Committees, particularly the Housing Committee. This Department staffs the Housing Committee, as well as the Planning Board, Preservation Board, and the Public Art Committee. We also often attend the Health & Human Services, Sustainability & Transportation, and Economic Development Committees.

These changes to the Department structure should have no negative effect on our ability to staff the Housing Committee or other Boards and Committees. The staff that works with the Housing Committee will continue to serve in that role at the same level of commitment as is currently provided.

Memo:

From: Kristen Dow, Interim Director

Department of Health & Human Services

To: Brendan O'Connell, Finance Director

Date: 5/10/19

RE: Response to City Council Budget Committee Questions of 5/2/19

Social Services:

How much Portland Community Support Fund ("PCSF") funds does it take to support one household's rent, security deposit and utilities?

The current data shows that there were 130 households supported for rent, security deposits and utilities to date in FY19. The length of support varies. The total cost so far is \$202,137 or \$1,554 per household.

How many clients (households) are currently being supported?

March 2019 – 7 households

April 2019 – 19 households

May 2019 as of May 7 -5 households

How many households will the \$150,000 in the FY 20 budget support?

96 households at \$1,555 per average household cost. As a comparison, FY18 had a total of 80 cases.

Public Health:

What is the budget of the Portland Community Free Clinic and how much does the City provide?

The FY20 budget for PCFC is for salaries only for a total of \$98,646.

The Friends of the Portland Free Clinic reimburses the City up to \$100,000 per year in 4 quarterly installments. Benefits for the Free Clinic employees are covered by the City.

Barron Center:

Explain how the Barron Center budgeted Revenues for FY 19 and FY 20?

For both FY19 and FY20 Barron Center budgeted a **total** occupancy @ 80% or 175.2 bed nights. Of the 80% **total** occupancy, Mainecare was budgeted at 85% for FY19 and 81% for FY20. For FY20 the Mainecare rate was increased to reflect the most updated RUG Rates (State reimbursement rate) for the current fiscal year July 18-March 19.

The **total** current census through April 30, 2019 was 80.4%, which is right on target. The Mainecare portion of this is 80.5% versus 81.0% budgeted. There is a small % shift between Medicare and Private pay, not enough to make any adjustments.

Right now we do not recommend increasing any revenues, as the rates are based on the most recent information on hand at this moment, which is thru March 19.

Note: Staff still working on a couple of additional requests for info which will be added as soon as possible.

Table 1

Municipal Use of TIF Revenues	Statutory Citation	Cost Estimate
In District: Create Additional Parking Structures	(1)(A)	\$10,000,000
In District: Existing Credit Enhancement Agreements (CEAs); multiple CEAs within sole Council discretion following minimum \$1 Million new investment and two Council readings per 2/4/2013 Portland Municipal TIF Policy, including up to 65% reimbursement for maximum of 20 years or less of District term end.	(1)(A)	\$6,000,000 over life of TIF District for existing CEAs
In District: Relocate one remaining scrap metal recycling facility and acquisition of scrap metal yard site	(1)(A)	T/B/D
In District: Infrastructure (roadway, sidewalk, and transportation improvement projects) located in District	(1)(A)	T/B/D
In District: Pledging TIF revenue as a repayment source to HUD or any other agency or entity that finances public Bayside investment	(1)(A)	\$6,000,000 over life of TIF District
In District: Public infrastructure improvements for both pedestrians and transit, lighting, and open space/trails	(1)(A)	T/B/D
In District: Funding the Economic Development Department, including salaries, to market and prepare for Bayside Redevelopment	(1)(A)	\$500,000
In and out of District:	(1)(A) and	\$250,000/annual or
a.) Cover the City's Economic Development Department costs, including salaries*;	(1)(C)(1)	\$4,500,000 over life of TIF District
b.) Environmental site assessment and remediation to support commercial development;	(1)(C)(2)	\$150,000
c.) Environmental sea level adaptation planning and public infrastructure to support commercial development	(1)(C)(2)	T/B/D
Total:		\$27,150,000

*This item is not unique to this TIF District; it is also included in the Riverwalk TIF District and the Waterfront TIF District.

E. Operational Components

1. Public Facilities

The City will invest in projects to further goals of the *Bayside Vision*, as outlined in Table 1 above.

value (the “TIF Revenues”) to fund infrastructure improvements and other administrative costs, all as further described in Table 1 hereinbelow. The City reserves the right to capture less than the full 12% in year one and less than the 22% in years 2 through 30, depending on the then-current needs of the City with respect to the approved project costs. Any reduction in the captured value percentage shall adjust the amount of assessed value eligible for sheltering with respect to the tax shift benefit correspondingly. Although all TIF Revenues will be retained by the City at this time, the City reserves the right in the future to negotiate and execute credit enhancement agreements pursuant to City Council approved TIF Policy of up to twenty years, or limited to the balance of District term at that time, and up to sixty-five percent (65%) of the TIF Revenues, within sole Council discretion. City TIF Policy is attached as Exhibit B. Such future credit enhancement agreements would require a public hearing and City Council approval.

In designating the District and adopting this Development Program, the City can accomplish the following goals:

- Maintain existing tax revenues;
- Invest in the Downtown public infrastructure;
- Invest in the Creative Portland Corporation annually;
- Invest in new and enhanced transit services;
- Enjoy enhanced future tax revenues generated by new development within the District; and
- Create long-term, stable employment opportunities for area residents because of these TIF investments.

In addition, by creating the District, the City will “shelter” the increase in municipal valuation that development in the District will bring about. This tax shift benefit mitigates the adverse effect that the District’s increased assessed property value has upon the City’s share of state aid to education, municipal revenue sharing, and its county tax assessment. An estimate of the tax shift benefits is shown in Exhibit D-2 attached hereto.

The City’s designation of the District and pursuit of this Development Program constitute a good and valid public purpose pursuant to Chapter 206 of Title 30-A because it represents a substantial contribution to the economic well-being of both the City and the region by providing jobs, contributing to property taxes, and diversifying the region’s economic base.

B. The Projects

Development within the District will provide a revenue source for the City’s economic development projects. The City intends to use TIF Revenues to further its overall plan to attract and retain businesses that want to take advantage of Portland’s business-friendly location, while offering their employees a rich, dynamic, and high quality of life. This includes funding of Creative Portland Corporation, of which the City of Portland is the Corporator, of up to \$100,000 annually, as well as City plans to invest in its public infrastructure in these investment focus areas:

- Sidewalk and Other Pedestrian Enhancements
- Streetscape
- Lighting
- Street Alignment
- Utilities
- Bicycle Improvements
- Public Transit
- Wayfinding
- Economic Development Department administrative costs and staff salaries, and prorated salaries of the City Manager and Planning and Urban Development Director

The District projects at this time are highlighted in Table 1 below:

TABLE 1

NOTE 1: All Citations refer to Title 30-A, Chapter 206, Section 5225

NOTE 2: While this Development Program lists particular projects, the Development Program shall not serve as an appropriation of TIF Revenues for any of these specific purposes, nor shall it commit the City to completing any particular project. The projects will only be undertaken following proper appropriation through the annual budget process and any other applicable required approvals.

Project	Downtown Revitalization Plan Reference by page no.	Statutory Citation	Estimated Cost
In District: Capital Infrastructure Investments, for example: - Sidewalk and Other Pedestrian Enhancements - Roadway Realignments/Paving - Intersection Redesigns - Bicycle Infrastructure - Stormwater Management, including water and sewer upgrades - Communications Infrastructure improvements/enhancements - Wayfinding (signage) - Public plaza intersection improvements	5, 6, 7, 9, 34 5, 6, 34 5, 6 5, 9, 11 5, 34 5, 33 5, 9, 33 8, 34	(1)(A) (1)(A) (1)(A) (1)(A) (1)(A) (1)(A) (1)(A) (1)(A)	\$200K annually; \$6 Million over life of District

In and out of District: New and Enhanced Transit Services, including operational costs, for example (see Exhibit K – Transit Map): - Creation of high frequency bus service on Congress Street at 15-minute intervals between the Portland Transportation Center (PTC) and Washington Avenue; - Enhancing Stevens Avenue- Allen Avenue- Congress Street bus service areas; - Corresponding costs for these enhancements, including transit operator salaries; transit vehicle fuel, and transit vehicle parts replacements. - Transit capital costs including transit vehicles and related equipment; bus shelters and other related structures; benches; signs, and other transit-related infrastructure.	3, 6, 32, 33	(1)(A) and (1)(C)(7)	\$110K annually; \$3.3 Million over life of District
In and out of District: City Marketing and Promotion through Creative Portland Corporation (CPC), for example (see Exhibit M Arts District Map within Downtown TOD TIF District): - In District: Center for the Arts, including rental residential space; - In District: capital, financing, real property assembly and professional service costs; - In and out of District: CPC staffing, administrative and marketing expenses; revolving loan or investment fund.	7	(1)(C)(1)	Up to \$100K annually; \$3 Million over life of District

In and out of District: Economic Dev. Dept. administrative costs and staff salaries at 100%, and prorated salaries of City Manager and Planning Urban Development Director *	7	(1)(A)(5) and (1)(C)(1)	\$250K annually; \$7.5 Million over life of District
In District: Small Public Capital Infrastructure and Equipment, for example (Downtown Plan pp. 6 and 7) - Parking meters - Vehicles for Public Services Dept. (formerly Public Works Dept.), and Fire Dept., including ambulances	7	(1)(A)(1)(a)	\$100K
In District: Relocation of Displaced Persons (TIF Application, p. 6)	(see TIF application, p. 6)	1(A)(6)	Not budgeted/not anticipated at time of TIF application
In District: CEAs as Approved by City Council (TIF application p. 2)	(see TIF application p. 2)	(1)(A)	Unknown at time of TIF application
Total Estimate of TIF Revenue Expenditure over 30 year term:			\$19,900,000

*This item is not unique to this TIF District, it is also included in the Bayside TIF District, Waterfront TIF District, and Riverwalk TIF District.

C. Strategic Growth and Development

This Development Program and the Downtown Plan meld various studies and plans for the District into one document, thereby promoting those studies and plans and making investments at the appropriate time. The studies and plans noted in the Downtown Plan represent a series of community initiatives, both completed and underway, or in planning process. The Development Program and Project List ([Table 1](#)) noted hereinabove represents the best thinking of City staff about current opportunities for realizing the City's longstanding, evolving vision for its Downtown.

D. Improvements to the Public Infrastructure

As further set forth in [Table 1](#) hereinabove, the City may use certain TIF Revenues for sidewalk and other pedestrian improvements, roadway realignments/paving, intersection redesigns, bicycle infrastructure, stormwater management improvements (including water and sewer maintenance), communications infrastructure improvements/enhancements, wayfinding, and public plaza intersection improvements that are directly related and made necessary by development in the District.

served as, and this Amended Development program will serve as the model for future amendments to the Original Development Program, as amended, as properties become eligible through the WREZ Ordinance.

The activities to be funded through the Original Development Program and this Amended Development Program will be specifically determined on an annual basis upon recommendation by the City Manager for action by the City Council. Therefore, the City of Portland seeks authorization to fund all the activities described in this Amended Development Program so that each year the City Council could prioritize which specific action to fund.

The projects to be undertaken are derived from the recommendations of the Task Force II Report which are:

1. Encourage private and public waterfront investments
2. Provide support to maintain a working waterfront
3. Support clean, working harbor.

Generally, the activities to be undertaken and the approximate cost associated with each activity are:

Pier and Wharf Structural Repair	\$3,200,000
Local Match for Ocean Gateway Project	\$1,000,000
Street Improvements (Remedy Traffic Congestion)	\$5,000,000
Pedestrian Circulation and Amenity Improvements	\$750,000
Dredging	\$10,000,000
City Economic Development Staff	\$50,000 Annual
Credit Enhancement Agreements	Per Each Individual Project

The City recognizes that the full scope of the needs of the Waterfront Economic Redevelopment Program is beyond the funds anticipated to be generated through the five Original TIF Districts described in the Original Development Program. Since the Original Development Program and this Amended Development Program will serve as the template for future TIF District applications, however, the City again seeks authorization for the full "menu" of economic development activities described above. This is necessary to maintain flexibility and adaptability as the needs of the waterfront are prioritized throughout the life of this Amended Development Program.

Pier and Wharf Structural Repair

The waterfront infrastructure needs are considerable. The Task Force II Report estimates the need for \$1.4 million in repairs to 14 wharves within three years, with an additional \$1.8 million needed over the next 20 years.

Local Match for Ocean Gateway Project

The voters of the State of Maine approved an allocation of roughly \$15 million for the construction of a marine passenger facility, requiring a local match of nearly \$1 million.

Street Improvements (Remedy Traffic Congestion)

With the development of the Ocean Gateway facility, significant transportation improvements will be required to accommodate the increased traffic on the street network along and around the waterfront, with particular emphasis on Franklin Arterial, Commercial Street and India Street.

Pedestrian Circulation and Amenity Improvements

Invest in pedestrian and multi-modal infrastructure to support the working waterfront and improve public access to the waterfront.

Dredging

This recommendation recognizes the environmental and financial burdens caused by combined sewer overflows and storm water pipes that discharge into the harbor. The cost associated with disposing the contaminated dredge material jumps to \$100 per cubic yard vs. \$12 per cubic yard for uncontaminated dredge disposal costs. Placing an additional financial burden on the marine industry, the significant cost of the disposal of the contaminated dredged material allows only a limited ability to recover those costs through increased berthing fees. Since there are considerable public health benefits associated with eliminating the contaminated dredge material they create, the Report recommends that the City devise a strategy to mitigate the effects of this issue, as well as subsidize a portion of the costs of the dredging and disposal of the contaminated material.

Economic Development Staffing

Fund a portion of the cost of City economic development staff involved in supporting waterfront business development activities and administration of the Original Development Program and this Amended Development Program.

Credit Enhancement Agreements

The City Council may approve credit enhancement agreements within the Waterfront Central Zone (as depicted on Attachment #5) within the remaining term of the Amended Development Program to support important private sector projects in compliance with adopted City TIF Policy and where the City Council determines that the public benefits associated with individual projects meet or exceed the current or net present value of the project's share of the TIF proceeds for activities consistent with State law. The City TIF Policy limits the Credit Enhancement Agreements to not exceed 75% of the incremental taxes over the life of the district.

B. Sub-District Development Program

The twenty (20) year Sub-District Development Program supports the redevelopment of the Cumberland Cold Storage 100,000± square foot building into a Class A office building. A twenty (20) year Credit Enhancement Agreement with the property owner and developer is proposed to assist with project costs.

C. The Development District Property

The City Council created the WREZ Ordinance (see Attachments #2 and #3) whereby any property within the geographic area, delineated on the attached map (see Attachment #4), that increased in value by an amount greater than \$400,000 over a two-year period would be considered for inclusion in a TIF application subject to the City Council approval.

1. Original Development District Property

Five such properties were given a TIF District designation by the City Council in 2002 as part of the Original Development Program.

MAP	BLOCK	LOT
019	A	008
029	K	001
029	S	001
030	D	001
041	A	005

2. Sub-District Property

Properties 041-A-016 (0.17 acres) and 041-A-17-18 (1.38 acres) are the subject of this application and are proposed as a Sub-District for the purposes of establishing the original assessed value and allocating tax increment pursuant to the Credit Enhancement Agreement with the Developer.

The TIF Districts will apply to only new value generated within the Districts and will not affect the current property tax base.

C. Municipal Use of TIF Revenues

The City of Portland seeks authorization to utilize the revenues generated from the five Original TIF Districts and the Sub-District that are created in the WREZ in support of the economic development activities called for in described in this Amended Development Program, and specifically, the activities outlined in Section II-A of this application.

D. Operational Components

1. Uses of Private Property

Subject to the approval of the City Council, the City will consider entering into credit enhancement agreements to support private projects located in the Waterfront Central Zone which meet the criteria set forth in this TIF District Program.

2. Environmental Controls

The Original Development Program and this Amended Development Program proposes improvements that will comply with all federal, state and local rules and regulations and applicable land use requirements.

3. Plan of Operation

During the life of the five Original Districts and the Sub-District, the City of Portland, City Council, or their designee, will be responsible for the administration of the Districts.

III. Original Development Program Physical Description

- A. Total acreage of the municipality: 12,386 (taxable acres)
- B. Total acreage of five Original TIF Districts: 3.4 acres
- C. Percent of line B of line A (line B divided by line A cannot exceed 2%): 0.03%
- D. Total acreage of all existing and Original TIF Districts in the municipality: 77.6 acres
- E. Percent line D of line A (cannot exceed 5%): 0.63%

Summary of FY20 TIF Payments and TIF Funded Expenditures:

Waterfront Maine - \$212,293
Atlantic Bayside Trust - \$325,000
ImmuCell - \$60,106
Avesta Pearl Place - \$22,000
409 Cumberland Ave - \$75,613
134 Washington Ave - \$10,762
Thompson's Point - \$125,317
PowerPay/Public Market - \$51,224
McAuley - \$50,000
Debt Service – Waterfront & Ocean Gateway - \$516,533
Debt Service – Bayside - \$400,000
Debt Service – Downtown - \$250,000
Waterfront Working Group - \$200,000 (Dredging Hold)
HUD Payments - \$450,000
Economic Development Staff Salaries - \$564,000
Portland Adult Ed - \$100,000
FY20 Contribution to CDBG - \$90,000
METRO - \$302,707

Contingency Actuals 5 Year History

Acct #: 100-6100-490

Acct Description		FY14	FY15	FY16	FY17	FY18
01-10	Salaries & Wages	-	-	-	-	\$86,964
20-20	Travel & Training	-	-	-	\$46	\$832
20-40	Taxes & Licenses	\$743	\$742	\$777	\$794	\$822
35-00	Contractual Svcs Misc	\$234,006	\$147,391	\$14,733	\$181,953	\$107,675
35-52	Legal Services	\$2,590	-	\$295,502	\$14,302	\$228,042
55-60	Minor Equipment	-	-	\$5,000	\$3,299	-
63-35	Stormwater Charges	-	-	\$134,986	-	-
FY Totals:		\$237,339	\$148,132	\$450,998	\$200,395	\$424,334

ETHAN K. STRIMLING (MAYOR)
BELINDA S. RAY (1)
SPENCER R. THIBODEAU (2)
BRIAN E. BATSON (3)
JUSTIN COSTA (4)

CITY OF PORTLAND
IN THE CITY COUNCIL

KIMBERLY COOK (5)
JILL C. DUSON (A/L)
PIOUS ALI (A/L)
NICHOLAS M. MAVODONES, JR (A/L)

**ORDER APPROPRIATING \$1,000,000 FROM
THE SALE OF 0 HANCOCK STREET WITH \$200,000 TO THE HOUSING TRUST
FUND AND \$800,000 TO THE PORTLAND LAND PROJECT**

ORDERED, that \$200,000 from the sale of city-owned 0 Hancock Street is hereby appropriated to the Housing Trust Fund; and

BE IT FURTHER ORDERED, that \$800,000 from the sale of city-owned 0 Hancock Street is hereby appropriated to the Portland Landing Capital Improvement Plan Project; and

BE IT FURTHER ORDERED, that the City Council hereby authorizes the City Manager or his or her designee to execute said document and any other related documents necessary or convenient to carry out the intent of said document.

Portland Landing Interim Park: Concept

The interim park design for Portland Landing will build on top of the existing conditions to improve and connect to assets such as the Eastern Prom Trail, waterfront views, and Ocean Gateway while introducing new amenities such as green space, seating, and a shade structure. The park should accommodate activities such as views to the water, sitting, eating, play, and possibly fishing. The park will create an overall good first impression to those visiting Portland and the waterfront with placemaking elements such as landscape, connected paths, improved graphics on the paint shed, and a gateway shade structure.

The park layout provides a pedestrian path along the water edge connecting with the existing Ocean Gateway and Eastern Promenade Trail paths. This path will use existing pavement which is in good condition.

A two-way access road parallel to the Eastern Prom Trail and connecting Thames Street to the Sail Maine facility will end at a parking and turn around area next to Sail Maine. This area will also provide storage for Sail Maine and short-term parking for those wishing to experience the waterfront from their cars.

The area between the driveway and the waterfront path will be filled with new landscape turf built up using stockpiled granite and timber edges. This will create lawn, green areas, and mounds where visitors can sit or play and where plants can take hold to avoid erosion.

A plaza is proposed at the visual terminus of the new Connector road to continue the view corridor to the harbor. This plaza can also accommodate two food trucks to pull in and activate the space.

Existing, established landscape areas will be improved with additional, salt-tolerant plants, trees, and flowers to add lively and attractive green space to the park. Stormwater treatment will be provided by the maintenance of the existing bioswale and the additional pervious surfaces.

Power of 10 – Activities accommodated within the park

	Activity		Program Elements
1	Water Access		• Seating (facing water) • Path at water edge • Parking spaces facing water • Dock/pier • View corridor from Fore St. Connector
2	Sitting/Enjoying outdoors		• Fixed seating in sun/shade • Lawn/landscape areas for flex seating • Swing benches • Planters/improved landscape areas
3	Walking		• Path at water edge • Improved pathways (existing)
4	Connection		• Ocean Gateway path • Eastern Prom Trail • Sail Maine driveway
5	Play		• Lawn • Swinging benches • Mounded terrain
6	Eating		• Plaza/food trucks • Seating • Parking
7	Parking		• Paved parking/storage area
8	Sail Maine Access		• Two-way drive • Parking/drop-off area
9	Sail Maine Storage		• Paved parking/storage area
10	Fishing		• Dock/pier

Program Elements (proposed)

- Two-way road
- Parking/Storage Area
- Plaza (food trucks, hardscape)
- Seating (sun + shade, swing benches?)
- Paths
 - Along water edge (new)
 - Trail/path connections (existing - Ocean Gateway, Eastern Prom Trail)
- Landscaping/Planting
 - Lawn area
 - Mounded landscape with granite terrain (reused, timber edge treatment)
 - Planter boxes
- Stormwater treatment area/Landscape (existing)
- Dock/Pier (use existing pilings)
- Placemaking
 - Graphic Wrap on Paint Shed

- o Shade Structure
- o Wind turbines?

Existing Conditions to remain:

- Bio-swale
- Paint Shed
- Rail line crossing location
- Sail Maine
- Guard rail
- New pavement (30' depth from sea wall)

Parameters/Constraints:

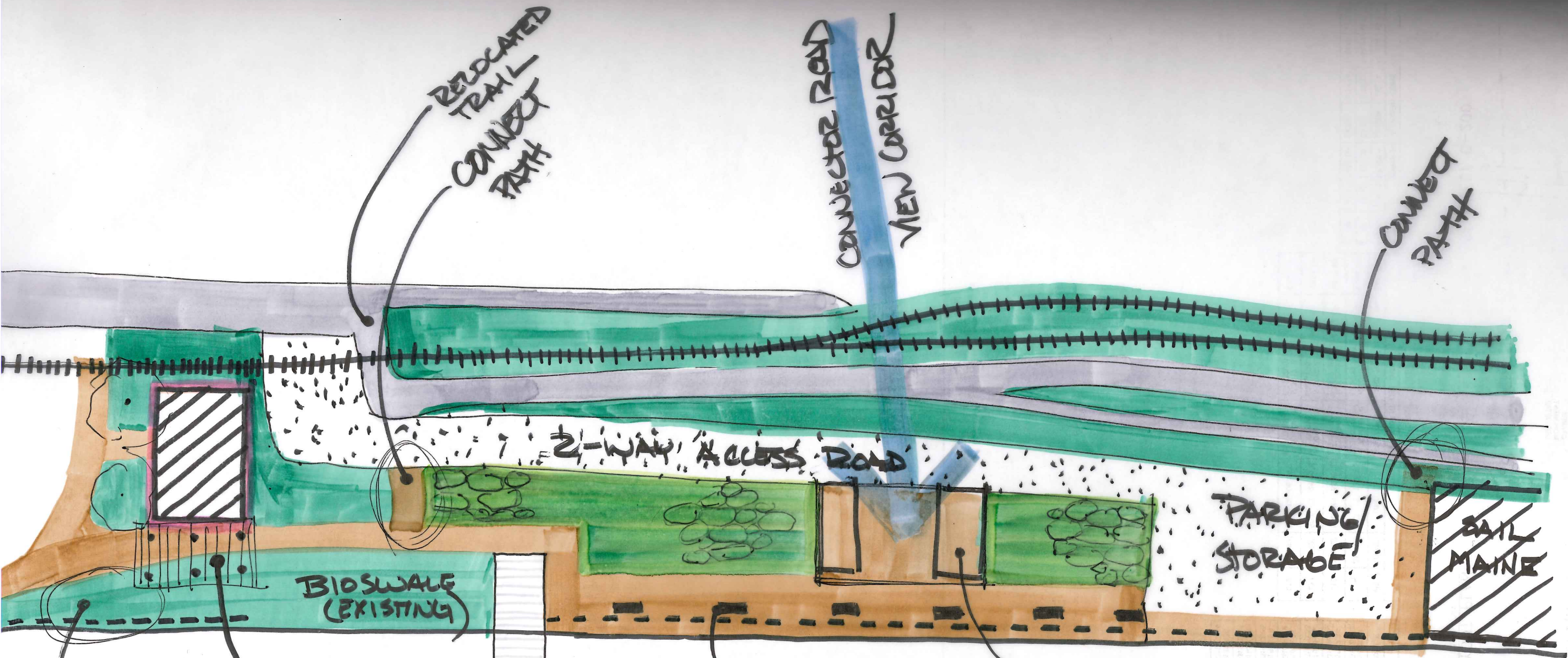
- 33" Force Main (underground) + other underground utilities, especially around the paint shed
- New Thames Street/Connector Road design
- Existing paths from Ocean Gateway, Eastern Prom Trail
- Limit excavation
- Rail crossing (limitations, permission)
- Existing landscape unsuccessful
 - o Dirt patches/not flourishing
 - o Bio-swale needs maintenance
 - o Trees obstruct water views/encampment issues
- Limited capacity for maintenance
- Paint shed in disrepair/unused – limit changes/improvements until future is known
- Drainage issues around paint shed
- CIP funds in hand = \$260,000

Outstanding items/questions:

- Pursue rail crossing to Fore Street Connector?
- Opportunity for wind turbines
- Dock as separate project?
- Additional lighting needed?
- Regulation from DEP, Army Corps of Engineers?
- Paint shed future use
- Status of stockpile materials (quantity, quality)
- Design details (Stantec)
 - o Landscape edge treatment
 - o Planting strategies
 - o Plaza paving material
 - o Drive/parking design

Next Steps:

- Design drawings (Stantec) + bid
- Approvals (DEP SLODA amendment, Level I Site Plan, etc.)
- Thames Street/Connector Road construction + coordination (DPW, Stantec, Waterfront, Parks)
- Paint Shed improvements (Facilities)
- Dock design + funding (Facilities, Waterfront)



REMOVE
EXISTING
TREES
(VISUAL BARRIER)

SHADE
STRUCTURE

FISHING
PIER
(USE EXIST PILES)

ADD SEATING

FOOD TRUCK PLAZA
ALIGN W/ CONN. ROAD VIEW

- IMPROVE EXISTING LANDSCAPE
- 2-WAY ACCESS ROAD/STORAGE/PARKING
- GUARDRAIL
- TRACKS
- GRAPHIC WRAP