

MARK DION (MAYOR)
PIOUS ALI (A/L)
APRIL FOURNIER (A/L)
BENJAMIN GRANT (A/L)



SARAH MICHNIEWICZ (1)
WESLEY PELLETIER (2)
REGINA L. PHILLIPS (3)
ANNA BULLETT (4)
KATE SYKES (5)

SPECIAL CITY COUNCIL MEETING - DECEMBER 15, 2025 AT 5:30 PM

The Portland City Council will hold a City Council Meeting in Council Chambers. The Honorable Mark Dion, Mayor, will preside.

To submit written public comment on an agenda item, email publiccomment@portlandmaine.gov. Submissions must be received by 12:00 pm the day before the Council meeting to guarantee their inclusion in the agenda packet. All submissions must include the commenter's name and legal address. To help ensure your comment is submitted for the correct item, please include the order number (see below).

The City Council will conduct this meeting from Council Chambers, located on the second floor of City Hall.

LiveStream: <https://portlandme.portal.civicclerk.com/event/7628/media>

[Zoom Link](#)

PLEDGE OF ALLEGIANCE:

Led by the Yarmouth Girl Scout Juniors Troop 1522

ROLL CALL:

5:30 P.M. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS:

ANNOUNCEMENTS:

RECOGNITIONS:

PRESENTATIONS:

APPROVAL OF MINUTES OF PREVIOUS MEETING:

**City Council Meeting- December 1, 2025 (Inaugural)
City Council Meeting-December 1, 2025 (Regular Meeting)**

APPOINTMENTS:

Order 98-25/26 Confirming the Appointment of Abbey Lombard as Interim City Clerk - Sponsored by Mark Dion, Mayor

Abbey Lombard, Deputy City Clerk, is appointed Interim City Clerk by this Order for the period between the departure of City Clerk Ashley Rand and the start date of the appointment of a new City Clerk by following Order.

Five affirmative votes are required for passage after public comment.

Order 99-25/26 Authorizing Special Council and Outside Board and Commission Appointments for 2026 - Sponsored by Mark Dion, Mayor

This order appoints City Councilors and City staff to various boards and commissions for 2026.

Five affirmative votes are required for passage after public comment.

Order 100-25/26 Appointing Constables for 2026 - Sponsored by Danielle P. West, City Manager

This order appoints constables from multiple City Departments, SP Plus Corporation staff at the Jetport Parking Garage, and the Portland Housing Authority for the 2026 calendar year:

- Fire Department constables are responsible for the issuance of citations authorized by the City Code of Ordinances Chapter 10 and Fire Prevention Laws.
- Permitting and Inspections Department constables enforce City Code provisions for business licensing, rental housing, building, electrical and plumbing codes.
- Department of Parks, Recreation, and Facilities constables enforce dogs at large violations in parks, playgrounds and cemeteries, as well as failure to dispose of animal waste (Chapter 5 of City Code).
- Police Department constables issue citations for violations of various City ordinances, including, for example, harboring a dangerous dog and smoking in city parks.
- Portland Housing Authority property managers are responsible for lease enforcement, including serving legal documents in eviction cases. In accordance with Maine law, certain documents can only be served by a Constable or Sheriff.
- Parking Control Officers are made constables to be allowed to issue parking tickets and court summons for contested parking tickets.

These appointments are effective from 12:01 a.m. on January 1, 2026 until 12:00 midnight, December 31, 2026, and are made pursuant to Portland City Code, Sections 2019 and 2019.5. Constables are not allowed to carry a firearm, concealed or unconcealed, in the performance of their duties, or to make arrests or issue parking tickets, except for the constables listed who work for the Parking Division and issue parking tickets as part of their job.

Five affirmative votes are required for passage after public comment.

CONSENT ITEMS:

Order 85-25/26 Granting Municipal Officers' Approval of C'est La Vie Ventures LLC, dba Marquis Lounge. Application for Class A Lounge at 150 Park Street - Sponsored by Danielle P. West, City Manager

Application was filed on 10/14/25. Location was previously Sagamore Hill Lounge.

This item was first read on November 17, 2025 and was postponed to December 15, 2025. Five affirmative votes are required for passage of items on the consent calendar after public comment.

Order 101-25/26 Granting Municipal Officers' Approval of Manateo LLC, dba Live at Madrid's. Application for Auditorium with Outdoor Dining on Private Property and Indoor Entertainment at 144 Fore Street, ste 5 & 6 - Sponsored by Danielle P. West, City Manager

Application was filed on 11/24/25. This is a new establishment, not previously occupied.

Five affirmative votes are required for passage of items on the consent calendar after public comment.

Order 102-25/26 Granting Municipal Officers' Approval of NCPTWO LLC, dba Flask Lounge. Application for Class A Lounge with Outdoor Dining on Public Property and Indoor Entertainment at 117 Spring Street - Sponsored by Danielle P. West, City Manager

Application was filed on 11/25/25. This is a change of ownership of an existing establishment.

Five affirmative votes are required for passage of items on the consent calendar after public comment.

COMMUNICATIONS:

Communication 8-25/26 Fiscal Year End 2025 Tax Increment Financing Annual Report - Housing & Economic Development Committee, Pious Ali, Chair

The City of Portland TIF Policy requires that an Annual TIF District Activity Report be provided to the City Council, and the attached report is being presented to the Committee for review and vote to forward to the City Council as a communication item.

Below represents City Council actions taken during FY2025 – targeted at Affordable Housing TIF Districts. Please see table below for 2025 Area Median Income (AMI) income limits.

Number in Household	1	2	3	4	5	6	7
50% AMI	\$45,450	\$51,950	\$58,450	\$64,900	\$70,100	\$75,300	\$80,500
60% AMI	\$54,500	\$62,350	\$70,150	\$77,900	\$84,150	\$90,400	\$96,600
80% AMI	\$72,700	\$83,100	\$93,500	\$103,850	\$112,200	\$120,500	\$128,800
100% AMI	\$90,900	\$103,850	\$116,850	\$129,800	\$140,200	\$150,600	\$161,000
120% AMI	\$109,050	\$124,600	\$140,200	\$155,750	\$168,250	\$180,700	\$193,150

The City Council took up the following items during FY2025:

- Approved an Affordable Housing TIF (AHTIF) District with Woodfords Phase I, LP at 186 Woodford Street to construct a 51-unit elderly residential rental housing project, of which all units will be occupied by households with income not exceeding 60% of area median income. This is a 30-year AHTIF District capturing 75% of the increased assessed value annually. This was approved by the City Council on July 15, 2024, followed by Maine State Housing Authority (MSHA) approval on September 24, 2025.
- Approved an AHTIF District with Woodfords Phase II, LP at 202 Woodford Street for the construction of an addition to and renovation of a building into a 41-unit residential rental housing project for seniors, of which all the units will be occupied by households with income not exceeding 60% of area median income. This is a 30-year AHTIF District capturing 75% of the increased assessed value annually. This was approved by the City Council on July 15, 2024, followed MSHA approval on August 29, 2024.
- Approved amending the Downtown Transit Oriented Development and Omnibus Tax Increment Financing District to make 70 East Oxford Street its own, freestanding AHTIF District. The City Council approved this Amendment at its August 19, 2024, meeting, followed by MDECD approval on September 19, 2024.
- Approved an AHTIF District with COMB Block Phase I, LP at 70 East Oxford Street for the construction of a 55-unit residential rental housing project for individuals and families, 50 units of which will be occupied by households with income not exceeding 60% of area median income, and the remaining 5 units will be market rate units. This is a 30-year AHTIF District capturing 75% of the increased assessed value annually. This was approved by the City Council on August 19, 2024, followed by MSHA approval on September 19, 2024.
- Approved an AHTIF District with Atlantic Affordable Apartments LP at 42 Atlantic Street for the construction of a 30-unit residential rental housing project for individuals and families, for which all units will be occupied by households with income not exceeding 60% of area median income. This is a 30-year AHTIF District capturing 75% of the increased assessed value annually. This was approved by the City Council on August 19, 2024, followed by MSHA approval on August 29, 2024.
- Approved an amendment to the 337 Cumberland Avenue AHTIF District and the associated Credit Enhancement Agreement with YFO Resource Hub LP at the September 16, 2024, meeting. This amendment includes the original 60-unit residential rental housing project but with 29 of the units to be occupied by households with income not exceeding 50% of area median income and 19 of the units to be occupied by households with income not exceeding 60% of area median income, with the remaining 12 units still to be market rate units. This is a 30-year AHTIF District capturing 75% of the increased assessed value annually. This was approved by the City Council on September 16, 2024, followed by MSHA approval on October 15, 2024.
- Approved an amendment to the AHTIF District at 2 Riverton Park and associated Credit Enhancement Agreement for the Riverton Park AHTIF with Riverton Park, LP. This amendment was approved by the City Council on May 5, 2025, followed by MSHA approval on May 29, 2025.

- Approved the City’s Affordable Housing Development and TIF District Application for future AHTIF Districts at its May 5, 2025, meeting.
- Approved Assignment of Credit Enhancement Agreement for the Powerpay/Portland Public Market Municipal Development and TIF District held by East End Corporation to Maine Public Broadcasting Corporation at its May 19, 2025, meeting.

As a communication this item requires no public comment or formal Council action.

Communication 9-25/26 2025 Annual Accomplishment Report for the Housing and Economic Development Committee - Housing & Economic Development Committee, Pious Ali, Chair

The items included in the 2025 Annual Accomplishment Report for the Housing and Economic Development Committee represent the work of the Committee to address items on the Committee Work Plan. The Work Plan was established by the members of the Committee to align with the 2025 Council Goals.

As a communication this item requires no public comment or formal Council action.

Communication 10-25/26 Progress Report on City of Portland's Vision Zero Quick Action Plan - Danielle P. West, City Manager

Portland has made significant progress over the past decade to improve transportation safety, adding high-visibility crosswalks, traffic calming, ADA upgrades, bike lanes, speed feedback signs, and advancing major street redesigns in key corridors. In April 2025, the City Council adopted Resolve 8-24/25 affirming support for the region’s Vision Zero Action Plan, which commits to eliminating traffic fatalities and serious injuries within 20 years through a Safe Systems approach.

The Resolve expressed support for several major initiatives: creation of a Vision Zero Quick Action Plan, updates to the Complete Streets Policy and Street Design Technical Manual, and development of a Comprehensive Transportation Plan. The Complete Streets Policy was updated in August 2025; work is underway on the Technical Manual with Planning Board review expected by mid-2026. Funding for the Comprehensive Transportation Plan was approved in the FY 2026 CIP, and consultant work is expected to start in early 2026.

The Quick Action Plan focuses on near-term safety strategies. A progress report is provided as Attachment A. The first quarterly crash report (Attachment B), prepared by GPCOG, offers multi-year data through June 2025 and will be updated with year-end data in January.

The Sustainability and Transportation Committee has prioritized advancing Vision Zero and is expected to continue this work in 2026, with ongoing opportunities for public and advocacy group participation.

As a communication this item requires no public comment or formal Council action.

UNFINISHED BUSINESS:

Order 241-24/25 Amendment to Portland City Code Chapter 30 RE: Golf Carts - Sponsored by the Sustainability & Transportation Committee, Regina Phillips, Chair

On May 14, 2025, the Sustainability & Transportation Committee unanimously recommended to the City Council approval of this amendment, which would change how the City regulates golf carts by removing the cap on the number of golf cart operators allowed and establishing a wait list for rental golf cart licenses.

City code requires that all golf cart rental operators be licensed by the City of Portland. It also allows the City Manager to establish a cap on the number of golf cart operators. The proposed amendment:

1. Eliminates the cap on rental golf cart operators: The current ordinance requires that the City facilitate a competitive bidding process between operators if the cap established by the City Manager is met, which is unclear and challenging to administer.
2. Directs the Permitting and Inspections Department to create and manage a wait list for cart licenses: The current ordinance allows the City Manager to set a cap on the number of cart licenses available but does not have a mechanism for interested parties to secure a spot in line when the number of licensed carts falls below the cap. Making this change will align cap management with other programs with caps such as short-term rentals and food truck licenses on Cutter Street. The recommended amendment explains how Permitting and Inspections will manage the wait list.

This item must be read on two separate days. It received its first reading on June 23 and its second reading on July 14, at which point it was postponed to December 15, 2025. Five affirmative votes are required for passage after public comment.

Order 95-25/26 Order Accepting and Appropriating a \$15,250.50 Maine Bureau of Highway Safety Grant - Sponsored by Danielle P. West, City Manager

This item accepts and appropriates a \$15,520 grant awarded to the Police Department by the Maine Department of Highway Safety. This award will fund pedestrian safety enforcement in the City and provides targeted funds for overtime traffic enforcement details.

This item must be read on two separate days. It received its first reading on December 1. Five affirmative votes are required for passage after public comment.

Order 96-25/26 Amending Order 62-24/25 - Sponsored by Health & Human Services & Public Safety Committee, Councilor Anna Bullett, Chair

On November 13, 2025, the Health & Human Services and Public Safety committee voted unanimously (4-0) to recommend that the full City Council amend Order 62-24/25. If approved, this item would appropriate Opioid Settlement Funds not to exceed \$1.4 million to support opioid remediation programs:

- Syringe Redemption Program
- Day Space
- Housing Support to Unsheltered Individuals

- Community Paramedicine Substance Use Support
- Contingency Management

This item must be read on two separate days. It received its first reading on December 1. Five affirmative votes are required for passage after public comment.

Order 97-25/26 Amendment to Portland City Code Chapter 6 RE: Short Term Rental Unit Registration Requirements - Sponsored by Mark Dion, Mayor

This Order proposes an amendment to Section 6-151(c)(2)(a)(ii) of Chapter 6 of the Portland City Code that would allow the Permitting and Inspections Director to accept alternative documentation to establish the primary residence of the owner of an owner-occupied Short Term Rental (STR) unit when the owner is not eligible for the homestead exemption and has not filed a tax return during the time that they occupied the unit as their Primary Residence.

This item must be read on two separate days. It received its first reading on December 1. To make this item effective immediately, staff is requesting that this item be passed as an emergency. Seven affirmative votes are required for passage as an emergency after public comment.

ORDERS:

Order 103-25/26 Approving Agreements Between the Maine Department of Transportation and Portland RE Improvements to Route 26/100 - Sponsored by Danielle P. West, City Manager

This project is part of MaineDOT's Heavy Treatment Program. The State administers the project and typically 80% of project costs are paid by federal funding and 20% of project costs are paid by the State. The City has requested additional Americans with Disabilities Act (ADA) work to be added to this project which will be a 100% City contribution. By signing the partnership agreement, it enables MaineDOT to proceed with the project and obligates the City to pay 100% of the requested added ADA; the City share is estimated to be \$95,600. The City is also obligated to pay 100% of manhole adjustments, the cost of which is estimated to be \$65,000 which is shown on the Utility Agreement. MaineDOT, using federal and state funding, will be paying the rest of the project costs.

This item must be read on two separate days. This is its first reading.

Order 104-25/26 Approving Agreements Between the Maine Department of Transportation and Portland RE Improvements to Route 302 - Sponsored by Danielle P. West, City Manager

This project is part of MaineDOT's Light Paving Program. The State administers the project and typically 80% of project costs are paid by federal funding and 20% of project costs are paid by the State. The City has requested to extend the paving limits to Allen Avenue (originally was Warren Avenue); all the additional work for this segment will be a 100% City contribution. By signing the partnership agreement, it enables MaineDOT to proceed with the project and obligates the City to pay 100% of the requested added length; the City share is estimated to be \$92,000. The City is also obligated to pay 100%

of manhole adjustments, the cost of which is estimated to be \$47,500 which is shown on the Utility Agreement. MaineDOT, using federal and state funding, will be paying the rest of the project costs.

This item must be read on two separate days. This is its first reading.

Order 105-25/26 Approving Agreements Between the Maine Department of Transportation and Portland RE: Improvements to St. John Street, Danforth Street, Fore Street, and Commercial Street - Sponsored by Danielle P. West, City Manager

This project is part of MaineDOT's Highway Corridor Priority 3 & 4 Paving Program (Previously known as the Collector Paving Program). The State administers the project and typically 80% of project costs are paid by federal funding. The City has requested additional Americans with Disabilities Act (ADA) work and curb adjustment work to be added to this project which will be a 100% City contribution. By signing the partnership agreement, it enables MaineDOT to proceed with the project and obligates the City to pay for 20% of the original estimated project cost and 100% of the requested added ADA and curb work; the City share is estimated to be \$621,740. The City is also obligated to pay 100% of manhole adjustments, the cost of which is estimated to be \$165,000 which are part of the Utility Agreement. MaineDOT, using federal funding, will be paying the rest of the project costs.

This item must be read on two separate days. This is its first reading.

Order 106-25/26 Accepting and Appropriating a \$2,500 Donation from Oldcastle Lawn & Garden, Inc. for the Shop with a Cop Program - Sponsored by Danielle P. West, City Manager

Accepting and Appropriating a \$2,500.00 check from OldCastle Lawn & Garden, Inc. for the Shop with a Cop event, where children in the community are selected to shop for holiday gifts for their families accompanied by a Portland Police Officer. This is an event that the officers look forward to each year and allows the police department to connect and build relationships with the community. This is the 5th consecutive year from the donor.

This item must be read on two separate days. This is its first reading.

AMENDMENTS:

Order 107-25/26 Amendment to Portland City Code Chapter 4 Re: Amusements - Sponsored by Housing & Economic Development Committee, Pious Ali, Chair

On November 18 2025, the Housing & Economic Development Committee voted (4-0) to recommend this item to the full City Council.

This ordinance amends Portland City Code Chapter 4 by creating a new category of entertainment license for Large Capacity Venues with a capacity of 2000 or more people (other than venues owned by the City). The primary new requirement for this new Large Capacity Entertainment License is that applicants must enter into an Entertainment Sector Benefit Agreement with the City, under which licensees will be required to provide financial or in-kind contributions to an Entertainment Sector Trust Fund in the

amount of 1.0% to 2.0% of the base ticket price for each ticket sold at the venue. These funds will be used to support entertainers and entertainment businesses in Portland.

This item must be read on two separate days. This is its first reading.

EXECUTIVE SESSION:

ADJOURNMENT: