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)

CITY COUNCIL MEETING - MAY 4, 2026

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.

https://portlandme.portal.civicclerk.com/event/8380/media

PLEDGE OF ALLEGIANCE:

ROLL CALL:

5:00 P.M. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS:

ANNOUNCEMENTS:

RECOGNITIONS:

APPROVAL OF MINUTES OF PREVIOUS MEETING:

City Council Meeting Minutes 04.27.2026

PROCLAMATIONS:

Proclamation 29-25/26 Recognizing May 5, 2026 as Missing and Murdered Indigenous Women and Relatives Day - Sponsored by Mark Dion, Mayor

Proclamation 30-25/26 Recognizing May 8, 2026 as Provider Appreciation Day - Sponsored by Regina Phillips, City Councilor

Proclamation 31-25/26 Recognizing May 10 to May 16, 2026 as National Police Week - Sponsored by Mark Dion, Mayor

Proclamation 32-25/26 Recognizing May 11 to May 17, 2026 as National Salvation Army Week - Sponsored by Mark Dion, Mayor

Proclamation 33-25/26 Recognizing May 17 to May 23, 2026 as Arbor Week - Sponsored by Mark Dion, Mayor

Proclamation 34-25/26 Recognizing May 17 to May 23, 2026 as National Public Works Week - Sponsored by Mark Dion, Mayor

CONSENT ITEMS:

1

Order 190-25/26 Declaring June 6, 2026 the Shipyard Old Port Half Marathon and 5k Festival - Sponsored by Danielle P. West, City Manager

The Shipyard Old Port Half Marathon and 5k is a for-profit event that benefits nonprofit partners, including A Running Passion and various school groups.
This will be the 15th year the race has been held in the City.

The 2026 races will have an estimated 4,500 runners participating. The race courses will be the same as it was in 2025. Race organizers work with businesses throughout the Old Port and the waterfront to inform them about expected impacts and to develop contingency plans.

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

Order 191-25/26 Declaring June 20, 2026 the Pride Portland! Parade and Festival - Sponsored by Danielle P. West, City Manager

Pride Portland would like to host their Parade & Festival again in Portland. The event will take place this year on June 20th 2026. There will be a parade down Congress Street, High Street and Park Avenue followed by a festival at Deering Oaks Park. The parade will start at 1:30 pm and the festival will start at 1:30 pm and last until 7 pm. The festival will consist of music, speakers, food trucks, non food vendors and a beer garden.

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

Order 192-25/26 Declaring September 5, 2026 the Water Lantern Festival - Sponsored by Danielle P. West, City Manager

The Water Lantern Festival is an annual ticketed for-profit event held in Deering Oaks Park to promote peace, community, hope, and connection.

An estimated 2000 people are anticipated to attend this year's Water Lantern Festival. The event consists of music from the stage, food trucks, artisans, and games in the festival area. Participants decorate small, eco-friendly lanterns with personal messages honoring loved ones, setting future intentions, or simply offering a message of hope. Just after sunset, these paper lanterns are released into the pond of Deering Oaks. Lanterns will be collected from the pond by staff at the conclusion of the event.

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

Order 193-25/26 Granting Municipal Officers' Approval of Pine & Neal LLC, dba Supper Club Cocktail Lounge. Application for Outdoor Dining on Public Property at 441 Congress Street - Sponsored by Danielle P. West, City Manager

Application was filed on 4/7/26. This is an existing establishment adding outdoor dining.

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

Order 194-25/26 Granting Municipal Officers' Approval of Woof Play Eat LLC, dba Woof Play Eat. Application for Indoor Entertainment at 49 Northport Drive - Sponsored by Danielle P. West, City Manager

Application was filed on 4/13/26. This is an existing establishment adding Indoor Entertainment.

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

Order 195-25/26 Approving License Agreement For Farmers' Market In Monument Square Between The City Of Portland And Downtown Improvement District, Inc. - Sponsored by Danielle P. West, City Manager

This order approves a one-year license agreement for a farmers' market to be operated by Downtown Improvement District, Inc. (Portland Downtown) in Monument Square. Portland Downtown hopes that the market will help it continue its efforts to bring additional life to Monument Square and offer additional access to fresh produce for downtown residents and workers.

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

BUDGET ITEMS:

THE CITY COUNCIL WILL HOLD A FIRST READ ON THE FISCAL YEAR 2027 SCHOOL BUDGET AT THIS COUNCIL MEETING (MAY 4, 2026) AND WILL ACCEPT PUBLIC COMMENT. THE SECOND READ AND A PUBLIC HEARING ON THE SCHOOL BUDGET WILL BE HELD ON MAY 18, 2026 AT 5:00 PM.

The City Council Finance Committee voted on April 28, 2026 to recommend passage of FY27 School Board Recommended Budget as presented by Superintendent Scallon in the amount of $167,001,038. Passed (3-0).

Order 196-25/26 Approving State/Local EPS Funding Allocation for Public Education from Kindergarten to Grade 12 for Portland Public Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

The following School Budget Orders are required by 20A M.R.S. §15690 in order to comply with what is known as LD1, a set of state laws passed to control increases in property taxes.

This order provides $107,162,020 as the amount determined by state law to be the minimum amount the City must appropriate in order to receive the full amount of state funding under the Essential Programs and Services Funding Act.

This order requires the city to raise $93,793,557 as the city's contribution to the total cost of funding public education from K12 as described in the EPS law. The City's tax levy based on the budget submitted by the Portland Board of Public Education for the total for

school budget programs of $158,248,564 will be $133,092,313.

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

Order 197-25/26 Approving Non-State Funded School Construction Debt Service for Portland Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

Nonstate funded debt service is the amount of money needed for the annual payments on the City's long-term debt for major capital school construction projects and portions of school construction projects that are not approved for state funding. The bonding of this long-term debt was previously approved by the voters or the City Council.

This order appropriates $394,759 for the annual payments on debt service previously approved by the voters or the City Council for non-state (local only) funded school construction projects. The state no longer includes minor capital projects in this calculation. The $394,759 is in addition to the funds appropriated as the EPS required local share (amount of the City's contribution to the total cost of funding public education from kindergarten to grade 12).

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

Order 198-25/26 Raising and Appropriating Additional Local Funds for Portland Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

This order appropriates $39,298,756 in additional city funds over and above the regional Essential Programs and Services amount and the nonstate funded debt service amount.

This exceeds the EPS funding model by $39,298,756 and is needed to cover the School Department's costs that the state's funding model does not recognize or recognize fully, including costs to maintain class size; Special Education costs; Regular Instruction costs; Facilities Maintenance costs to address deferred maintenance; technology costs; transportation costs; professional development costs; debt service for pension obligation; and debt service capital renovation costs.

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

Order 199-25/26 Approving Total School Operating Budget For Portland Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

This order is required by 20A M.R.S.A. §15690(4)(A). It sets the School Budget required by state law.
This will be sent to the voters for approval at a citywide Referendum Election on June 9, 2026. $135,441,246 of the $167,001,038 would come from property taxes.

This order does not provide money unless the other General Fund budget orders are passed.

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

Order 200-25/26 Appropriating and Raising Funds for Adult Education for Fiscal Year 2027 as required by the Maine Revised Statutes, Title 20-a M.R.S §8603-a(1) - Sponsored by Finance Committee, April Fournier, Chair

This order raises the sum of $3,381,449 for Adult Education for Fiscal Year 2026-2027 and $2,348,933 as the local share with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program.

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

Order 201-25/26 To Raise and Appropriate Local Funds for Food Service in the Portland Public Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

This order raises and appropriates $0 for the Food Service Program for Fiscal Year 2026-2027. The Portland School Department is authorized to expend any un-expended balances and additional, incidental or miscellaneous receipts in the interest and for the well-being of the food service program.

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

Order 202-25/26 Authorizing the Disposition of Any Additional State Subsidy Received for Portland Schools in Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

Disposition of Any Additional State Subsidy Received: In the event that Portland Public Schools receives more state education subsidy than the amount included in its budget, the City authorizes the Portland Board of Education to use all or part of the additional state subsidy to increase expenditures for school purposes in cost center categories approved by the Portland Board of Education, subject only to approval by the City Council.

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

UNFINISHED BUSINESS:

Order 180-25/26 Amendment to Portland City Code Chapter 2 RE: Immigration Enforcement - Sponsored by Councilors Pious Ali & Regina Phillips

This order amends Chapter 2 of the Portland City Code to clarify that City employees and officials are generally prohibited from assisting federal agencies in immigration enforcement operations, subject to exceptions when such assistance is required by law. This order also amends, but leaves in place, current provisions in Chapter 2 that prohibit employees from making inquiries into a person's citizenship or immigration status, except when required by law or when such inquiry is required in order to direct them to services related to their immigration status.

This item must be read on two separate days. It received its first reading on April 13 and its second reading on April 27, at which point it was postponed to May 4. Five affirmative votes are required for passage after public comment.

ORDERS:

Order 202-25/26 Approving Cooperative Agreement Between the City of Portland and the Maine Department of Transportation RE: Improvements to Brighton Avenue - Sponsored by Danielle P. West, City Manager

This project will improve approximately 0.5 miles of Brighton Avenue sidewalks, crosswalks, and bus stops from William Street to Craigie Street. The City's recommendation is to reconstruct sidewalks to ADA compliance on both sides of Brighton Ave while also upgrading the crosswalks and the bus stops.

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

Order 203-25/26 Approving Cooperative Agreement Between the City of Portland and the Maine Department of Transportation RE: Improvements to Forest Avenue - Sponsored by Danielle P. West, City Manager

This project will improve approximately 0.5 miles of Forest Avenue sidewalks, crosswalks, and bus stops from Morrill Street to Walton Street. The City's recommendation is to reconstruct sidewalks to ADA compliance on both sides of Forest Ave while also upgrading the crosswalks and the bus stops.

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

Order 204-25/26 Accepting and Appropriating a $200 Anonymous Donation to the Portland Police Department for Victim Services - Sponsored by Danielle P. West, City Manager

This is an anonymous donation in the amount of $200.00 to support Crime Victim Services within the Police Department. Specifically, these funds will be used to enhance the comfort and well-being of crime victims and their families while they are receiving services by providing items such as coffee and other comfort-related amenities that can make a difficult experience more manageable.

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

Order 205-25/26 Approving the Golf Cart Lease Agreement with Country Club Enterprises LLC - Sponsored by Danielle P. West, City Manager

This order approves a Lease Agreement between the City of Portland Country Club Enterprises, LLC to lease 80 Electric Golf Carts, 6 Electric 500 carryall utility carts, 1 gas 501 carryall utility cart, 1 gas 500 carryall cart, and 1 diesel 1500 carryall cart at the City's Riverside Golf Course. This Lease will be effective for a five-year term commencing with the 2026 season and expiring on December 31, 2030, at an annual rate of $129,342.06.

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

EXECUTIVE SESSION:

ADJOURNMENT:

ZOOM INFORMATION:

The City Council will conduct this meeting from Council Chambers, located on the second floor of City Hall, and via Zoom pursuant to the Remote Meeting Policy adopted by the Portland City Council. A recording will be available in the Agenda Center following the meeting.

For public comment via Zoom, you will need to use the "raise your hand" feature. To raise your hand via the telephone, please hit *9. You will be unmuted by the host when it is time for public comment.

To join this meeting remotely, please visit: https://portlandmaine-gov.zoom.us/j/81753065156?pwd=6H2DmAjfSLaFelOEW8B9iCt0unL59d.1

PLEDGE OF ALLEGIANCE:

Mayor Dion lead all present in the Pledge of Allegiance.

ROLL CALL:

Mayor Dion called the meeting to order at 5:02PM.
Councilors Present: Councilor Fournier, Councilor Grant, Councilor Sykes, Councilor Ali, Councilor Pelletier, Councilor Michniewicz, Councilor Bullett, Councilor Phillips, Mayor Dion

5:00 P.M. PUBLIC COMMENT PERIOD ON NON-AGENDA ITEMS:

Mayor Dion opened the floor for public comment. The following individuals spoke: Steven Scharf (Brackett St)

ANNOUNCEMENTS:

Mayor Dion opened the floor for Council announcements. The following individuals spoke:

RECOGNITIONS:

PRESENTATIONS:

ANNUAL MEETING:

Annual Meeting of the Corporator of the Portland Fish Pier Authority

Motion was made by Councilor Sykes and seconded by Councilor Ali to recess the meeting of the City Council and convene the annual meeting of the Corporator of the Portland Fish Pier Authority. Passed 9-0

Robert Odlin (Chair) gave an annual report regarding the Portland Fish Pier Authority 2025 Summary of Activity and Financial Statement.

Motion was made by Councilor Phillips and seconded by Councilor Sykes to adjourn the Annual Meeting of the Corporator of the Portland Fish Pier Authority and reconvene the regular meeting of the City Council. Passed 9-0

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Motion was made by Councilor Bullett and seconded by Councilor Ali for passage. Passage: 9-0

Special City Council Meeting Minutes 04.13.2026

PROCLAMATIONS:

Proclamation 27-25/26 Recognizing May 2026 as Asian American, Native Hawiian, and Pacific Islander Heritage Month - Sponsored by Mark Dion, Mayor

Councilor Phillips read Proclamation recognizing May 2026 as Asian American, Native Hawaiian, and Pacific Islander Heritage Month into the record.

Proclamation from the floor Councilor Grant read Proclamation Recognizing the Deering High School Speech and Debate Team For Their Accomplishments into the record.

APPOINTMENTS:

Order 184-25/26 Appointing Members to the Civilian Police Review Board - Sposored by Legislative & Nominating Committee, Mayor Mark Dion, Chair

Motion was made by Councilor Grant and seconded by Councilor Ali for passage.
Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke:
Derryen Plant

CONSENT ITEMS:

Order 185-25/26 Granting Municipal Officers' Approval of JHM Portland LLC, dba Clarion Hotel. Application for Class IA FSE at 1230 Congress Street - Sponsored by Danielle P. West, City Manager

Order 185-25/26 through Order 189-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Ali and seconded by Councilor Phillips for passage.
Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke:
Steven Scharf (Brackett St), Dena Libner (Assistant City Manager), Terry Morrison (GM Clarion Hotel), William Justice (Sweetfern Geometer)

Order 186-25/26 Granting Municipal Officers' Approval of City of Portland, dba Fitzpatrick Stadium. Application for Outdoor Entertainment at 61 Stadium Way - Sponsored by Danielle P. West, City Manager

Order 185-25/26 through Order 189-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Ali and seconded by Councilor Phillips for passage.
Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke:
Steven Scharf (Brackett St), Dena Libner (Assistant City Manager), Terry Morrison (GM Clarion Hotel), William Justice (Sweetfern Geometer)

Order 187-25/26 Granting Municipal Officers' Approval of Feast Ephemera LLC, dba Sweetfern Geometer. Application for Class I FSE at 122 Washington Avenue - Sponsored by Danielle P. West, City Manager

Order 185-25/26 through Order 189-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Ali and seconded by Councilor Phillips for passage.

Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke: Steven Scharf (Brackett St), Dena Libner (Assistant City Manager), Terry Morrison (GM Clarion Hotel), William Justice (Sweetfern Geometer)

Order 188-25/26 Granting Municipal Officers' Approval of Coco Miyake LLC, dba Aomori Market. Application for Outdoor Dining on Private Property at 52 Hanover Street, Suite C - Sponsored by Danielle P. West, City Manager

Order 185-25/26 through Order 189-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Ali and seconded by Councilor Phillips for passage.
Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke: Steven Scharf (Brackett St), Dena Libner (Assistant City Manager), Terry Morrison (GM Clarion Hotel), William Justice (Sweetfern Geometer)

Order 189-25/26 Granting Municipal Officers' Approval of Reo Miyake LLC, dba Aomori. Application for Outdoor Dining on Private Property at 52 Hanover Street, Suite D - Sponsored by Danielle P. West, City Manager

Order 185-25/26 through Order 189-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Ali and seconded by Councilor Phillips for passage.
Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke: Steven Scharf (Brackett St), Dena Libner (Assistant City Manager), Terry Morrison (GM Clarion Hotel), William Justice (Sweetfern Geometer)

COMMUNICATIONS:

Communication 14-25/26 Diane Herman Appointed to Civilian Police Review Board - by Mark Dion, Mayor

Communication taken out of order. Immediately following Proclamations
Mayor presented Communication 14-25-26 Appointing Diane Herman as the Mayor's appointment to the Civilian Police Review Board.
No Council action needed.

UNFINISHED BUSINESS:

Resolve 9-25/26 Adopting the Fiscal Year 2026-2027 Annual Action Plan including Appropriations for Community Development Block Grant Program, HOME Program, and Emergency Solutions Grant Program and Certifications Pertaining Thereto - Sponsored by Danielle West, City Manager

Motion was made by Councilor Ali and seconded by Councilor Phillips for passage as amended. Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke: Rebecca Hobbs (Through These Doors), Michelle Lamm (Greater Portland Family Promise), Cassandra Wilber (Congress St), Charles (Refugee and Immigration Service Charities), Madeleine Saucier (Hope Acts), Steven Scharf (Brackett St), Councilor

Bullett, Councilor Michniewicz, Dena Libner (Assistant City Manager)

Bullett Amendment 1
Motion made by Councilor Bullett and seconded by Councilor Michniewicz for passage. Passage 9-0
Michniewicz Amendment 2
Motion made by Councilor Michniewicz and seconded by Councilor Bullett for passage. Passage 9-0

Order 161-25/26 Appropriating Bond Proceeds and Other Funds for the City's FY2027 Capital Improvement Program - Sponsored by the Finance Committee, April Fournier, Chair

Motion was made by Councilor Grant and seconded by Councilor Bullett for passage as an emergency as amended. Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke: Kat Zagaria Buckley (Portland Public Arts Committee Chair), Steven Scharf (Brackett St), Councilor Fournier, Councilor Sykes, Councilor Grant, Councilor Bullett, Councilor Phillips, Mayor Dion, Councilor Michniewicz, Kevin Kraft (Planning Director), Councilor Fournier, Michael Goldman (Corporation Counsel)

Motion made by Councilor Sykes and seconded by Councilor Ali to suspend the rules. Passage 9-0

Grant Amendent 1
Motion was made by Councilor Grant and seconded by Councilor Phillips for passage. Passage 9-0
Sykes Amendment 2
Motion was made by Councilor Sykes and seconded by Councilor Michniewicz for passage. Passage 7-2 (Councilors Bullett and Phillips opposed)
Fournier Amendment 3
A vote of 5-4 was taken, but a Motion and a second were not. Will be amended at the May 18, 2026, City Council Meeting.
Mayoral Amendment 4
Motion made by Councilor Sykes and seconded by Councilor Ali for passage. Passage 9-0

Order 162-25/26 Authorizing General Obligation Bonds to Finance a Portion of the City's Fiscal Year FY27 Capital Improvement Program - Sponsored by the Finance Committee, April Fournier, Chair

Motion was made by Councilor Grant and seconded by Councilor Phillips for passage as an emergency. Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke:

Grant Amendment 1
Motion made by Councilor Grant and seconded by Councilor Sykes for passage. Passage 9-0

Sykes Amendment 2
Motion made by Councilor Sykes and seconded by Councilor Grant for passage. Passage 7-2 (Councilors Bullett and Phillips opposed)

Mayor Amendment 3
Motion made by Councilor Grant and seconded by Councilor Sykes for passage. Passage 9-0

Order 179-25/26 Appropriating 10.1 Million Dollars from Jetport Unrestricted Funds to Commence Design on the Phase 3 Parking Garage and Improve and Expand a Public Surface Parking Lot at the Portland International Jetport - Sponsored by the Sustainability & Transportation Committee, Regina Phillips, Chair

Motion was made by Councilor Phillips and seconded by Councilor Ali for passage. Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke: Councilor Phillips, Deborah (Stroudwater Neighborhood), Councilor Pelletier, Mayor Dion, Councilor Bullett

Order 180-25/26 Amendment to Portland City Code Chapter 2 RE: Immigration Enforcement - Sponsored by Councilors Pious Ali & Regina Phillips

Motion was made by Councilor Ali and seconded by Councilor Phillips to postpone to the May 4th, 2026 City Council meeting. Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke:

Order 181-25/26 Amendment to Portland City Code Chapter 14 RE: Definition of Main Entrance for Entertainment Businesses in B-3 and WCZ Zones - Sponsored by Portland Planning Board, Joseph Zamboni, Chair

Motion was made by Councilor Michniewicz and seconded by Councilor Sykes for passage. Passage: 9-0
Mayor Dion opened the floor for public comment. The following individuals spoke: Joseph Zamboni (Planning Board Chair)

Order 182-25/26 Amendment to Portland City Code Chapter 14 RE: Large Theater and Performance Hall Dispersal Requirements - Sponsored by Portland Planning Board, Joseph Zamboni, Chair

Motion was made by Councilor Pelletier and seconded by Councilor Ali for passage. Passage: 5-4 (Councilors Sykes, Michniewicz, Phillips, and Mayor Dion opposed)

Mayor Dion opened the floor for public comment. The following individuals spoke: Joseph Zamboni (Planning Board Chair), Councilor Michniewicz, Mayor Dion, Councilor Grant, Nate DeLois (Uncommon Hospitality Owner), Devin (Maine Stagehand Union), Aaron Crawford, Justin Curtsinger (South Portland resident), Nathaniel Donbeck (Resident), Daniella Solano (Resident), Mike, London Rodriguez (Resident), Frank Curren (Resident), Tom Barr (Business owner), Andrew Rosemen (Blue Portland Maine),

Ernest Braun (Munjoy Hill), Clair Thompson (Valley St), Nate Cloutier (Hospitality Maine), Logan McDonald (Westbrook Resident), Kathleen Sullivan (Portland Resident), Caroline Homer, Clifford Cameron, Abby Browski (Developer), Matthew Tounelo (Pine St), Amelia Dollen, Amanda Barnett (Pearl St), Eric Sawyer, Thomas (Portland Regional Chamber), Alex Silver (Scarborough Resident), Anastasia Cantos, Jewels (Free St), K. Greer (Congress St), Noah Grenier (Farwell), Howard Goldenfarb (Developer of Portland Music Hall), Celeste Park (Blue Portland Maine), Catherine Buxton, Bree Dee (Washington Ave), Nix (Westbrook Resident), Lynn (Munjoy Hill), Fre Forsly (Shipyard Brewing Owner), Eric Hager (Resident), Collen Glen, Jen Haus (Resident), Scott Moller (Portland Resident), Deborah (Portland Resident), Faren Sark (West Bayside), Todd Goldenfarb (Developer of Portland Music Hall), Robert (Portland Resident), Ryan Tinsman (Congress St), Summit Coleman (Portland Resident), Stacy Mitchell (Atlantic St), Liam Dorr, Patrick Fallon (Deering St), Marla (Portland Resident), Cameron Slovara (Portland resident), Nicole Burn (Portland Resident), Mary Costigan (Bernstien Shur), Ryan Vangill (President Live Nation NE), Miles Smith (Pitt St), Jennifer (Portland Resident), Martin Lotish (District 3), Joe Dascoe (Land Owner), Peter Mclaughlin (Central Ave), Casey Oaks (Portland Ovations), Amber, Patrick Russell (Sherman St), Michael Barowsky (Kennebunkport Resident)

Michniewicz Amendment 1
Motion was made by Councilor Michniewicz and seconded by Councilor Phillips for passage. Amendment failed 4-5 (Councilors Fournier, Grant, Ali, Pelletier, and Bullett opposed)
Grant Amendment 2
Motion made by Councilor Grant and seconded by Councilor Bullett for passage. Passage 7-2 (Councilor Phillips and Mayor Dion opposed)

Order 183-25/26 Terminating the Moratorium on Theater and Performance Hall Projects with a Capacity Exceeding 2,000 People in the City of Portland Established by Order 9-25/26 and Extended by Order 131-25/26 - Sponsored by Mark Dion, Mayor

Motion was made by Mayor Dion and seconded by Councilor Phillips for passage.
Passage: 6-3 (Councilors Grant, Pelletier, and Bullett opposed)
Mayor Dion opened the floor for public comment. The following individuals spoke: Mayor Dion, Michael Goldman (Corporation Counsel)

EXECUTIVE SESSION:

ADJOURNMENT:
Motion was made by Councilor Michniewicz and seconded by Councilor Phillips to adjourn. Passage: 9-0
Adjourned 10:28PM

A TRUE RECORD

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Abbey Lombard, City Clerk

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

P R O C L A M A T I O N

DECLARING MAY 5, 2026 AS MISSING AND MURDERED INDIGENOUS WOMEN AND RELATIVES DAY

WHEREAS, the City of Portland stands in solidarity with our Maine tribal, regional, state, and national governments to recognize this epidemic and support a National Day of Awareness for Missing and Murdered Indigenous Women and Relatives (MMIWR); and

WHEREAS, 4 out of 5 Native American and Alaska Native women have experienced violence in their lifetime; and

WHEREAS, as of 2024, there were a reported 10,248 missing Indigenous persons reports, 5,614 of which were women, with the majority of those missing women being under the age of 18; and

WHEREAS, in 2024, the U.S. Centers for Disease Control and Prevention identified homicide as the third leading cause of death for Native American women and girls between the ages of 10-24 and the fifth leading cause of death for 25 to 34-year-olds; and

WHEREAS, while Native American or Alaska Native populations represent a small percentage of the population in the City of Portland and the State of Maine, Indigenous women and girls are murdered or go missing at disproportionately high rates; and

WHEREAS, the disappearances and murders of Native American women and girls directly correlate to the issues of domestic violence, sexual assault, or human trafficking and deserve continued attention, resources and urgency to be addressed in order to protect our future generations;

NOW, THEREFORE, BE IT RESOLVED, that I, Mark Dion, Mayor of the City of Portland, Maine, and members of the Portland City Council do hereby declare May 5, 2026, as Missing and Murdered Indigenous Women's and Relatives Day.

Signed and sealed this 4th day of May 2025

Mark Dion, Mayor
City of Portland, Maine

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

P R O C L A M A T I O N

RECOGNIZING MAY 8, 2026 AS PROVIDER APPRECIATION DAY

WHEREAS, Provider Appreciation Day® is celebrated annually to recognize the dedicated child care providers, teachers, and educators who care for our children; and

WHEREAS, Child care providers are vital to the fabric of our community, serving as essential partners to working families and playing a critical role in the economic stability of the City of Portland; and

WHEREAS, Early childhood education lays the crucial foundation for cognitive, social, and emotional development, setting the stage for children to become resilient, lifelong learners; and

WHEREAS, Portland's child care providers create safe, inclusive, and enriching environments that celebrate the diverse backgrounds and unique potential of every child in their care; and

WHEREAS, These committed professionals work tirelessly to keep our children safe, nurture their natural curiosity, and provide the foundational early learning experiences that prepare our youngest citizens for a lifetime of growth and success; and

WHEREAS, the City of Portland recognizes that supporting our child care workforce is an investment in the future of our children and our community at large;

NOW, THEREFORE, BE IT PROCLAIMED, that I, Mark Dion, Mayor of the City of Portland, Maine and members of the City Council do hereby recognize May 8, 2026 as Provider Appreciation Day® and encourage all citizens to join in expressing our sincere gratitude for the invaluable contributions, compassion, and dedication of our local child care providers.

Signed and sealed this 4th day of May, 2026



Mayor Mark Dion

City of Portland

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

P R O C L A M A T I O N

RECOGNIZING
MAY 10 TO MAY 16, 2026
AS NATIONAL POLICE WEEK

WHEREAS, The President and Congress of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as National Police Week; and

WHEREAS, We recognize and honor the selfless, heroic service provided by the members of the Portland Police Department; and

WHEREAS, We rely on law enforcement officers to keep our neighborhoods safe, respond in times of crisis, uphold the principle of justice, and enforce our laws; and

WHEREAS, Every day, the men and women of the Portland Police Department face the threat of violence and danger, routinely putting their lives in jeopardy to make our streets safer, our neighborhoods stronger, and our families more secure; and

WHEREAS, These men and women, through their dedicated service, have earned our gratitude and respect, by safeguarding the lives and property of our community, protecting them against violence, disorder, deception, and intimidation.

NOW, THEREFORE, BE IT PROCLAIMED, that I, Mark Dion, Mayor of the City of Portland, Maine and members of the City Council do hereby recognize May 10 through May 16, 2026 as National Police Week in the City of Portland, Maine, and honor police officers, both past and present, who through their faithful devotion to their responsibilities have rendered a dedicated service to their community in preserving the rights and security of all citizens. I call upon the people of Portland to honor our officers this week through ceremonies and activities that pay them the respect due their office and service.

Signed and sealed this 4th day of May, 2026



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P R O C L A M A T I O N

RECOGNIZING MAY 11 TO MAY 16, 2026 AS NATIONAL SALVATION ARMY WEEK

WHEREAS, The Salvation Army has long served as a beacon of hope and a source of essential support for individuals and families in our community who are facing financial, physical, and emotional crisis; and

WHEREAS, while The Salvation Army is widely recognized for its generous service during the holiday season, the organization works tirelessly 365 days a year to address food insecurity, housing needs, and other life-altering challenges without discrimination; and

WHEREAS, in the past year alone, the Portland branch has provided critical support to our neighbors by providing groceries to more than 1,100 residents and offering vital housing assistance—including utilities and furniture—to more than 200 residents; and

WHEREAS, the need for these services remains acute, as evidenced by the organization supporting more than 400 individuals who sought assistance for the very first time over the past year; and

WHEREAS, These committed professionals work tirelessly to keep our children safe, nurture their natural curiosity, and provide the foundational early learning experiences that prepare our youngest citizens for a lifetime of growth and success; and

WHEREAS, through their unwavering commitment to "Doing The Most Good," The Salvation Army plays an indispensable role in helping our residents navigate times of homelessness, hunger, addiction, and financial strain, thereby strengthening the fabric of our city;

NOW, THEREFORE, BE IT PROCLAIMED, that I, Mark Dion, Mayor of the City of Portland, Maine and members of the City Council do hereby encourage all citizens to join in recognizing the profound impact of this organization and the dedicated individuals who continue to serve our community with compassion and excellence.

Signed and sealed this 4th day of May, 2026



Mayor Mark Dion

City of Portland

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P R O C L A M A T I O N
RECOGNIZING
MAY 17 TO MAY 23, 2026 AS ARBOR WEEK

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special week be set aside for the planting of trees; and

WHEREAS, this week, called Arbor Week, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Week is now observed annually in the United States and throughout the world, and it has been observed in the State of Maine during the third full week in May since 1978; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen, and provide habitat for wildlife; and

WHEREAS, trees in the City of Portland increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal; and

NOW, THEREFORE, BE IT RESOLVED, THAT I, Mark Dion, Mayor of the City of Portland, Maine, and members of the Portland City Council, do hereby recognize May 17 to May 23, 2026 as Arbor Week within the City of Portland and urge all residents to support efforts to protect our trees and woodlands.

Signed and sealed this 4th day of May, 2026

Mark Dion, Mayor
City of Portland

MARK DION (MAYOR)
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BEN GRANT (A/L)

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P R O C L A M A T I O N

RECOGNIZING MAY 17 to 23, 2026 AS NATIONAL PUBLIC WORKS WEEK

WHEREAS, Portland Public Works employees focus on the maintenance, upkeep, and construction of the public infrastructure of the City of Portland; and,

WHEREAS, Portland Public Works employees deliver core services that are of vital importance to the public health, quality of life, and the well-being of the people of the City of Portland; and,

WHEREAS, these core services and infrastructure improvements could not be provided without the dedicated efforts of Portland Public Works employees, a workforce of 180 dedicated people, who are assigned to the following divisions: Public Works & Water Resources Administration, Streets & Sidewalks, Solid Waste, Dispatch, Portland Downtown District, Island Operations, Traffic, Fleet Services, Transportation Engineering, Public Works Engineering, Water Resources Sewer & Stormwater Engineering, and Water Resources Sewer & Stormwater Operations; and,

WHEREAS, it is in the public interest for the citizens of Portland to gain knowledge of and to maintain an ongoing interest and understanding of the importance of public works and public works programs in their respective neighborhoods; and,

WHEREAS, the year 2026 marks the 66th annual National Public Works Week; and,

NOW, THEREFORE, BE IT RESOLVED, THAT I, Mark Dion, Mayor of the City of Portland, Maine, and members of the Portland City Council, do hereby designate the week May 17 to 23, 2026 as Public Works Week, and do hereby further extend our appreciation to the employees of the Public Works Department for the vital core services they perform for the residents and visitors of Portland and their dedication to our city.

Signed and sealed this 4th day of May, 2026



Mark Dion, Mayor
City of Portland

MEMORANDUM
City Council Agenda Item

FROM: Andrew Ransom Keyek

DATE: April 13, 2026

SUBJECT: Order 190-25/26 Declaring June 6, 2026 the Shipyard Old Port Half Marathon and 5k Festival - Sponsored by Danielle P. West, City Manager

SPONSOR: Danielle P West, City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading 5/4/2026 **Final Action 5/4/2026**

Can action be taken at a later date: No Organizer needs approval for planning purposes.

Does this item involve a new contract with the City: No

PRESENTATION: Event organizers and a member of the Parks, Recreation and Facilities Management team will be available to answer any questions.

I. SUMMARY

ORDER DECLARING JUNE 6, 2026 THE SHIPYARD OLD PORT HALF MARATHON AND 5K FESTIVAL.

II. AGENDA DESCRIPTION

The Shipyard Old Port Half Marathon and 5k is a for-profit event that benefits nonprofit partners, including A Running Passion and various school groups.
This will be the 15th year the race has been held in the City.

The 2026 races will have an estimated 4,500 runners participating. The race courses will be the same as it was in 2025. Race organizers work with businesses throughout the Old Port and the waterfront to inform them about expected impacts and to develop contingency plans.

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

III. BACKGROUND

This will be the 15th running of the Shipyard Old Port Half Mararathon & 5K.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The City Council will declare June 6, 2026 the Shipyard Old Port Half Marathon & 5K Festival.

V. FINANCIAL IMPACT

All expenses for City staff, permits and equipment usage will be paid by the organizer.

VI. STAFF ANALYSIS AND BACKGROUND

The Public Assembly Facilities Division has worked with the organizers of this event in the past and we are confident in their ability to host this event.

VII. RECOMMENDATION

It is recommended that this order be declared.

VIII. LIST ATTACHMENTS

1. Consent Item - Shipyard Old Port Half Marathon and 5k Festival 2026

2. 2026 Old Port First Last Timeline Map
3. 2026 Old Port Half Marathon and 5k Road Closures
4. 2026 Shipyard Old Port Half Marathon & 5K -- operations plan
5. Council Memo -Old Port Half Marathon& 5K 2026
6. Old Port Half Marathon New Course Map & Directions (2026)
7. OPHM Officer locations - Sheet1
8. Tier III Parks and Spaces Special Event Application (PDF) - Old Port Half Marathon
9. Timeline

Prepared by:
Andrew Ransom Keyek
Date: 04/13/2026

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ORDER DECLARING JUNE 6, 2026 THE SHIPYARD OLD PORT HALF MARATHON AND 5K FESTIVAL

ORDERED, that June 6, 2026 is hereby declared to be the Shipyard Old Port Half Marathon and 5K Festival, sponsored by Venture Endurance Events, LLC; and

BE IT FURTHER ORDERED, that that the festival is authorized from 2:00 a.m. – 11:30 a.m. on Saturday, June 6, 2026, with races to be held along city streets and trails; and

BE IT FURTHER ORDERED, that the Half Marathon race will start at 7:00 a.m., and the 5k race will start at 7:35 a.m.; and

BE IT FURTHER ORDERED, that the start and finish line for both races is on Spring Street; and

BE IT FURTHER ORDERED, that the Shipyard Old Portland Half Marathon and 5K Festival area shall be Spring Street from Center Street to Union Street and adjacent sidewalks; and

BE IT FURTHER ORDERED, that the following streets shall be closed to traffic for the following times or, if the race start is delayed, then at a later time:

Street	Closed Side of Road	From	To	Close	Open
Spring	Whole	Center Street	Union Street	2:00AM	12:00PM
Cross	Whole	Free Street	Spring Street	2:00AM	12:00PM
Center	Whole	Spring Street	Commercial Street	6:45AM	8:00AM
York	Eastbound Lane on Water Side	Fore Street	High Street	6:45AM	7:30AM
High	Whole	York Street	Commercial Street	6:45AM	7:30AM
Commercial	Westbound Lane	Union Street	Valley Street	6:45AM	8:45AM
Valley	Northbound Lane on Right Side	West Commercial Street	Danforth Street	6:45AM	7:45AM

Danforth	Whole	Valley Street	Clark Street	6:45AM	8:20AM
Vaughan	Whole	Danforth Street	Pine Street	6:45AM	8:10AM
Western Promenade	Whole	Vaughan Street	Pine Street	6:45AM	8:00AM
Pine	Whole	Western Promenade	Neal Street	6:55AM	8:05AM
Neal	Whole	Pine Street	Clifford Street	6:55AM	8:05AM
Carroll	Whole	Neal Street	Western Promenade	6:55AM	8:05AM
Chadwick	Whole	Pine Street	Bowdoin Street	6:55AM	8:05AM
Bowdoin	Whole	Western Promenade	Neal Street	6:55AM	8:10AM
Clifford	Whole	Neal Street	Vaughan Street	6:55AM	8:10AM
Orchard	Whole	Vaughan Street	Fletcher Street	6:55AM	8:10AM
Fletcher	Whole	Orchard Street	Danforth Street	6:55AM	8:15AM
Clark	Whole	Danforth Street	York Street	6:55AM	8:25AM
Beach	Southbound Lane	Clark Street	W Commercial Street	6:55AM	8:25AM
Commercial	Middle turn lanes	Union Street	Franklin Street	7:00AM	8:45AM
Cutter	Whole	Eastern Prom Trail	Eastern Promenade	7:30AM	10:30AM
Eastern Promenade	Whole	Cutter Street	Fore Street	7:30AM	10:30AM
Fore	Whole	Eastern Promenade	Franklin Street	7:30AM	10:40AM
Franklin	Whole	Fore Street	Middle Street	7:30AM	10:40AM
Middle	Whole	Franklin Street	Union Street	7:30AM	10:40AM

BE IT FURTHER ORDERED, that vehicles in violation of "no parking" signs in the Festival Area shall be towed at owner's expense; and

BE IT FURTHER ORDERED, that the Shipyard Old Portland Half Marathon Festival area shall be closed to licensed street vendors as provided in §19-17 of the City Code; and

BE IT FURTHER ORDERED, that the City Manager is authorized to issue a revocable permit to Venture Endurance Events, LLC under §25-27 of the City Code to conduct said Festival, subject to the direction and control of the City Manager and to the following specific conditions:

1. Venture Endurance Events, LLC shall defend, indemnify and hold harmless the City of Portland, its officers and employees, from and against all claims arising out of or resulting from the Festival and/or use of City streets and property for said Festival, and shall procure and maintain public liability insurance and alcohol liability insurance in the minimum amount of $1,000,000 per occurrence for

personal or bodily injury, death or property damage and covering the obligation of indemnification hereunder. Venture Endurance Events, LLC shall provide the City with a certificate showing evidence of such insurance and showing the City as an additional insured on said insurance;

2. Under no circumstances may alcoholic beverages be sold or consumed on City of Portland right-of-ways during said event, other than in an area restricted to 21-years-old and older people at One Portland Square Parking at 50 Cross Street from 7:30 a.m. to 12:30 p.m., with security provided by the Portland Police Department;

3. Conditions for use of grounds and requirements for food service, vending sales, and other items specified in a contract and permit issued from Public Assembly Facilities Division shall be adhered to;

4. Venture Endurance Events, LLC shall have sole authority over participating vendors at the festival and may charge a fee to vendors for the opportunity to vend at the Shipyard Old Portland Half Marathon Festival;

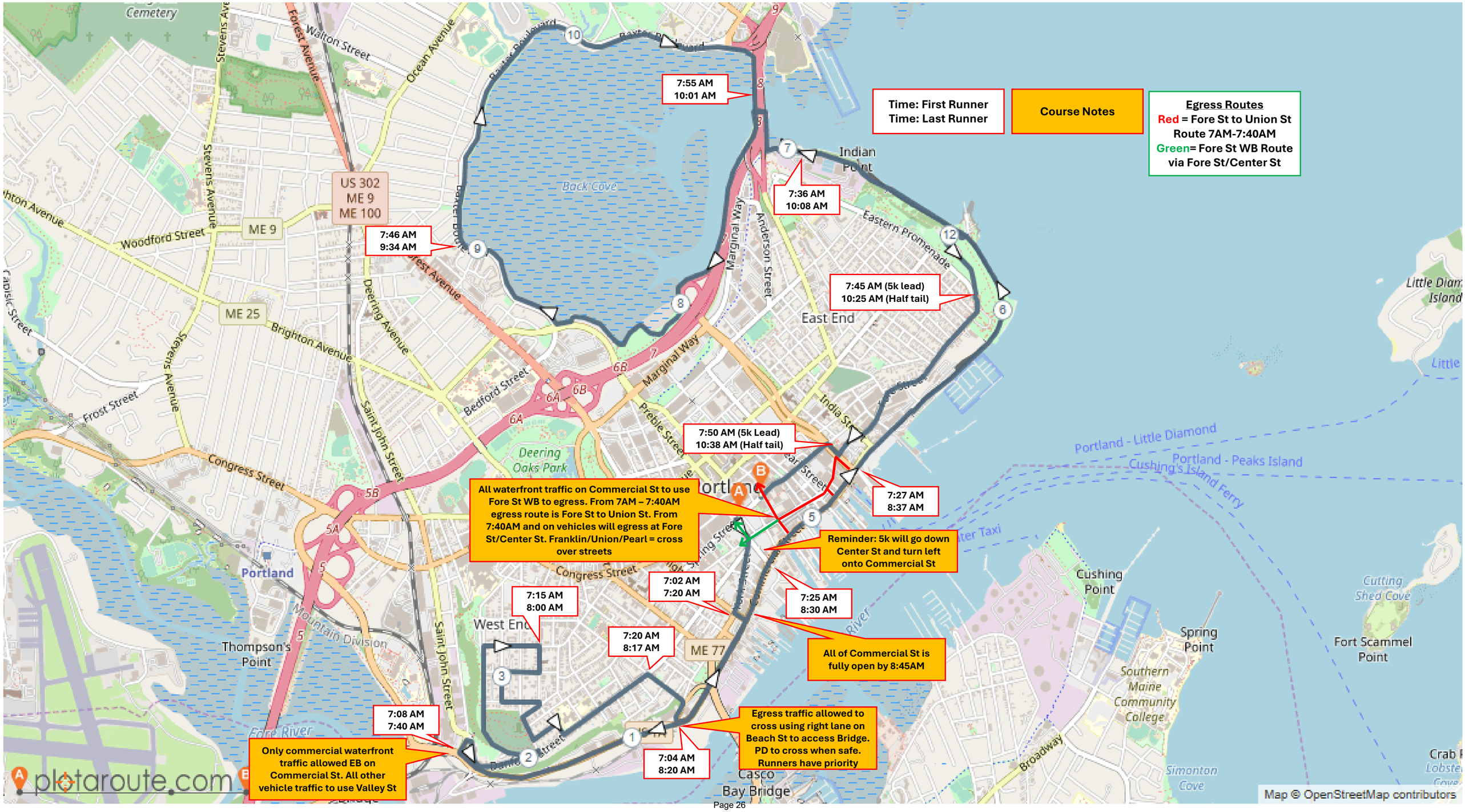
5. Venture Endurance Events, LLC shall hire police officers, Public Assembly Facilities Division staff and parking control officers to assist with directing traffic at street closures, and Public Assembly Facilities staff shall be hired to facilitate Venture Endurance Events, LLC's use of the festival area; and

6. In addition, the Business Licensing Office shall charge the usual fees for licensing food vendors, street goods vendors, and other needed licenses for the Festival to those vendors the Venture Endurance Events, LLC has agreed shall participate; and

7. Route of the course and street closing times are subject to change, depending on construction projects along the course, delays, and police recommendations leading up to the race day; and

8. Any and all amplified music/public announcements shall be maintained at a reasonable level (less than an A-weighted 85 decibels / C-weighted 95 decibels) and be configured by the event organizer to focus volume away from residential housing and neighboring businesses, limiting any sound impacts in the area; and

BE IT FURTHER ORDERED, that the City Manager is authorized to waive fees and to issue such other temporary licenses, including licenses for food service establishments, as may be required by the City Code, provided that all other applicable Code requirements for the operation of the Festival have been met.

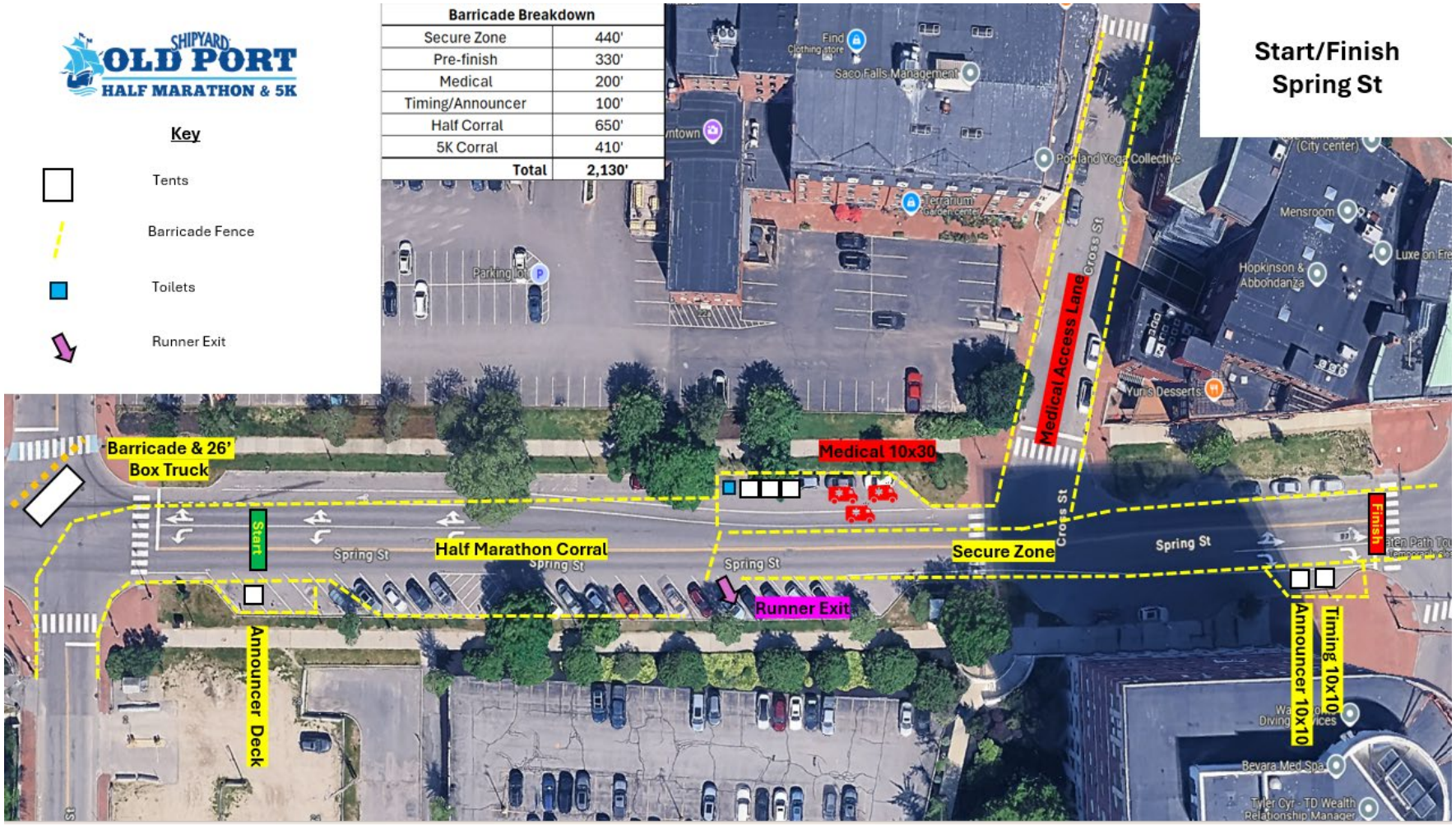

Time: First Runner
Time: Last Runner
Course Notes
Egress Routes
Red = Fore St to Union St Route 7AM-7:40AM
Green= Fore St WB Route via Fore St/Center St
7:55 AM
10:01 AM
7:36 AM
10:08 AM
7:46 AM
9:34 AM
7:45 AM (5k lead)
10:25 AM (Half tail)
7:50 AM (5k Lead)
10:38 AM (Half tail)
7:27 AM
8:37 AM
All waterfront traffic on Commercial St to use Fore St WB to egress. From 7AM – 7:40AM egress route is Fore St to Union St. From 7:40AM and on vehicles will egress at Fore St/Center St. Franklin/Union/Pearl = cross over streets
Reminder: 5k will go down Center St and turn left onto Commercial St
7:02 AM
7:20 AM
7:25 AM
8:30 AM
7:15 AM
8:00 AM
7:20 AM
8:17 AM
All of Commercial St is fully open by 8:45AM
7:08 AM
7:40 AM
Only commercial waterfront traffic allowed EB on Commercial St. All other vehicle traffic to use Valley St
Egress traffic allowed to cross using right lane on Beach St to access Bridge. PD to cross when safe. Runners have priority
7:04 AM
8:20 AM
US 302
ME 9
ME 100
ME 25
ME 77
Back Cove
Deering Oaks Park
East End
Indian Point
Portland
Thompson's Point
West End
Cushing Point
Spring Point
Fort Scammel Point
Southern Maine Community College
Portland - Little Diamond
Portland - Peaks Island
Cushing's Island Ferry
Casco Bay Bridge
Fore River
Mountain Division
Marginal Way
Congress Street
Forest Avenue
Walton Street
Ocean Avenue
Stevens Avenue
Woodford Street
Brighton Avenue
Deering Avenue
Saint John Street
Bedford Street
Preble Street
India Street
Eastern Promenade
Anderson Street
Broadway
Frost Street
Cemetery
Simonton Cove
Cutting Shed Cove
Little Diamond Island
Map © OpenStreetMap contributors
plotaroute.com

Old Port Half Marathon & 5k Road Closure Sheet -- June 6th, 2026					
STREET CLOSED	**SIDE OF ROAD**	**FROM**	**TO**	**Close**	**Open**
Spring St	Whole	Center St	Union St	2:00AM	12:00PM
Spring St	Whole	Oak St	Center St	6:45 AM	8:00AM
Cross St	Whole	Free St	Spring St	2:00AM	12:00PM
Center St	Whole	Free St	Commercial St	6:45AM	8:00AM
York St	Whole	Fore St	High St	6:45AM	8:00AM
High St	Whole	York St	Commercial St	6:45AM	8:30AM
Commercial St	WB Lane	Union St	Valley St	6:45AM	8:45AM
Valley St	Right NB Lane	West Commercial St	Danforth St	6:45AM	7:45AM
Danforth St	Whole	Valley St	Clark St	6:45AM	8:20AM
Vaughan St	Whole	Danforth St	Pine St	6:45AM	8:10AM
Western Prom	Whole	Vaughan St	Pine St	6:45AM	8:00AM
Pine St	Whole	Western Prom	Neal St	6:55AM	8:05AM
Neal St	Whole	Pine St	Clifford St	6:55AM	8:05AM
Carroll St	Whole	Neal St	Western Prom	6:55AM	8:05AM
Chadwick St	Whole	Pine St	Bowdoin St	6:55AM	8:05AM
Bowdoin St	Whole	Western Prom	Neal St	6:55AM	8:10AM
Clifford St	Whole	Neal St	Vaughan St	6:55AM	8:10AM
Orchard St	Whole	Vaughan St	Fletcher St	6:55AM	8:10AM
Fletcher St	Whole	Orchard St	Danforth St	6:55AM	8:15AM
Clark St	Whole	Danford St	York St	6:55AM	8:25AM
Beach St	SB lane	Clark St	West Commercial St	6:55AM	8:25AM
Commercial St	Middle turn lanes	Union St	Franklin St	7:00AM	8:45AM
Cutter St	Whole	Eastern Promenade Trail	Eastern Promenade	7:30AM	10:30AM
Eastern Promenade	Whole	Cutter St	Fore St	7:30AM	10:30AM
Fore St	Whole	Easter Promenade	Franklin St	7:30AM	10:45AM
Franklin St	Whole	Fore St	Middle St	7:30AM	10:45AM
Middle St	Whole	Franklin St	Union St	7:30AM	10:45AM

2026 Shipyard Old Port Half Marathon & 5K Operations Plan

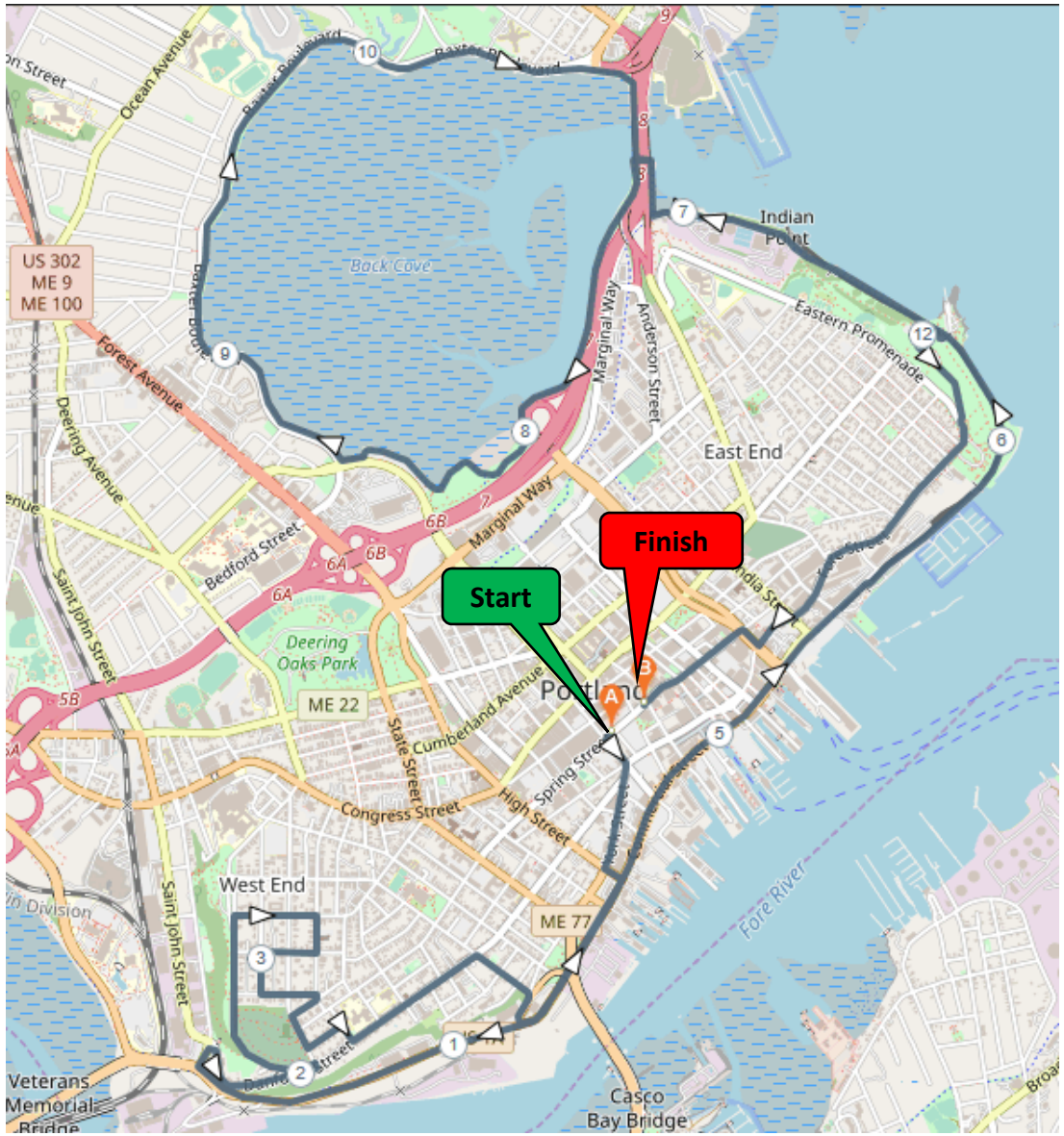
Date: Saturday, June 6th, 2026
Half Marathon Start Time: 7:00 AM
5K Start Time: 7:35 AM
First 5K Finisher: 7:50 AM
Last 5K Finisher: 8:45 AM
First Half Marathon Finisher: 8:05 AM
Last Half Marathon Finisher: 10:30 AM
Start Location: Spring St
Finish Location: Spring St
Expected # of Half Marathon Finishers: 3,700
Expected # of 5K Finishers: 1,100
Unified Command Center Location: TBD

Start/Finish Areas on Spring St



Intrusion protection: a 26' long Uhaul truck will be placed at Spring/Center to provide intrusion protection to participants from any vehicles coming down Spring or Center Streets.

Half Marathon



Turn By Turn Directions

Start on Spring St between Center St and Union St
Left on Center St
Right on York St
Left on High St
Right on Commercial St
Straight on West Commercial St
Right on Valley St
Right on Danforth St
Left on Vaugn St
Left on Western Promenade
Right on Pine St
Right on Neal St
Right on Carroll St
Left on Chadwick St
Left on Bowdoin St
Right on Neal St
Right on Clifford St
Left on Vaughan St
Left on Orchard St
Right on Fletcher St
Left on Danforth St
Right on Clark St
Right on Beach St
Left on West Commercial St
Straight on Commercial St
Slight right on Eastern Promenade Trail at Franklin St/Commercial St intersection
Right on Bayside Trail
Slight right on Back Cove Trail
Run clockwise around Back Cove
Sharp right on Bayside Trail
Left on Eastern Promenade Trail
Right on Cutter St
Left on Eastern Promenade
Straight on Fore St
Right on Franklin St
Left on Middle St
Finish on Spring St between Union St and Center St

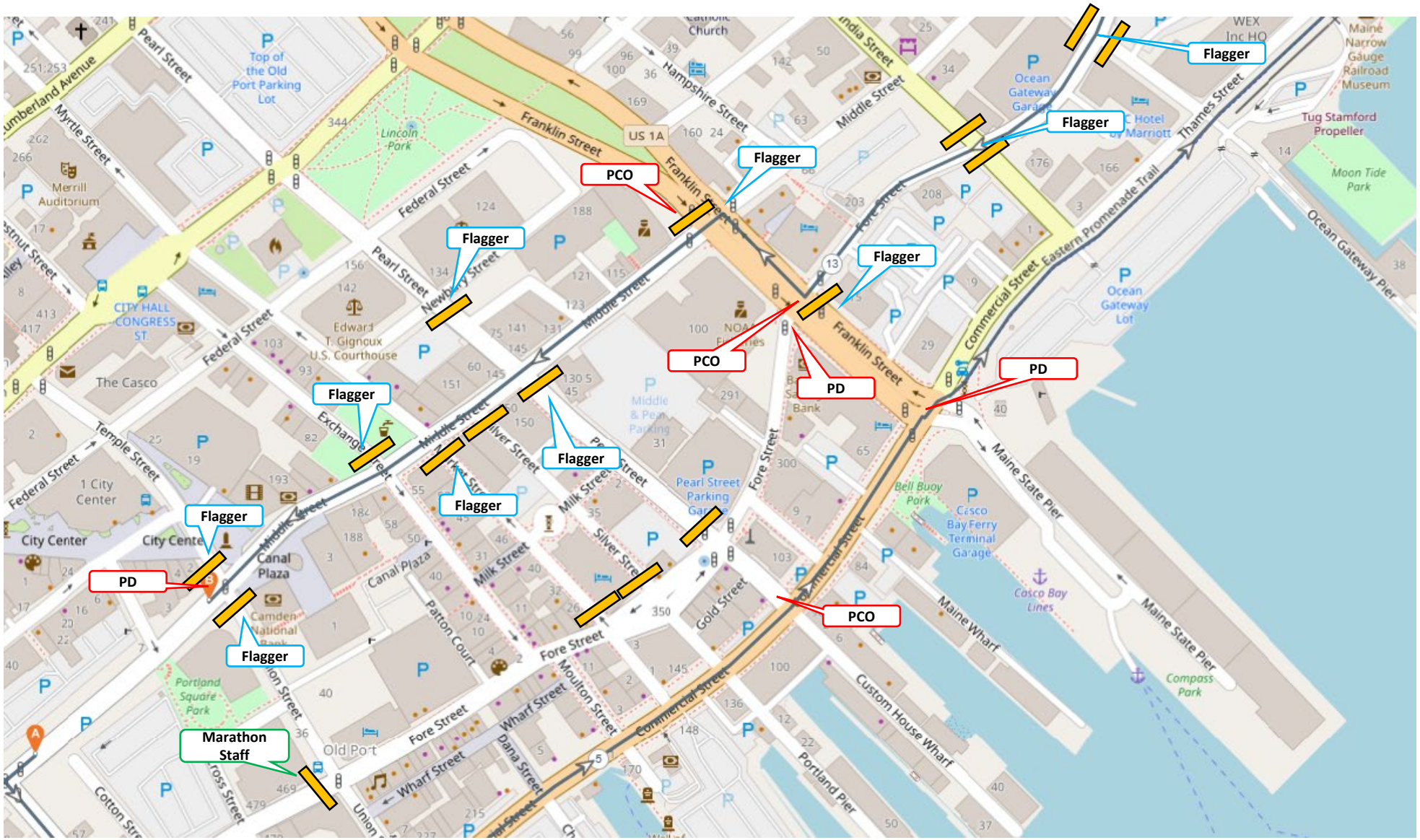
5k Run



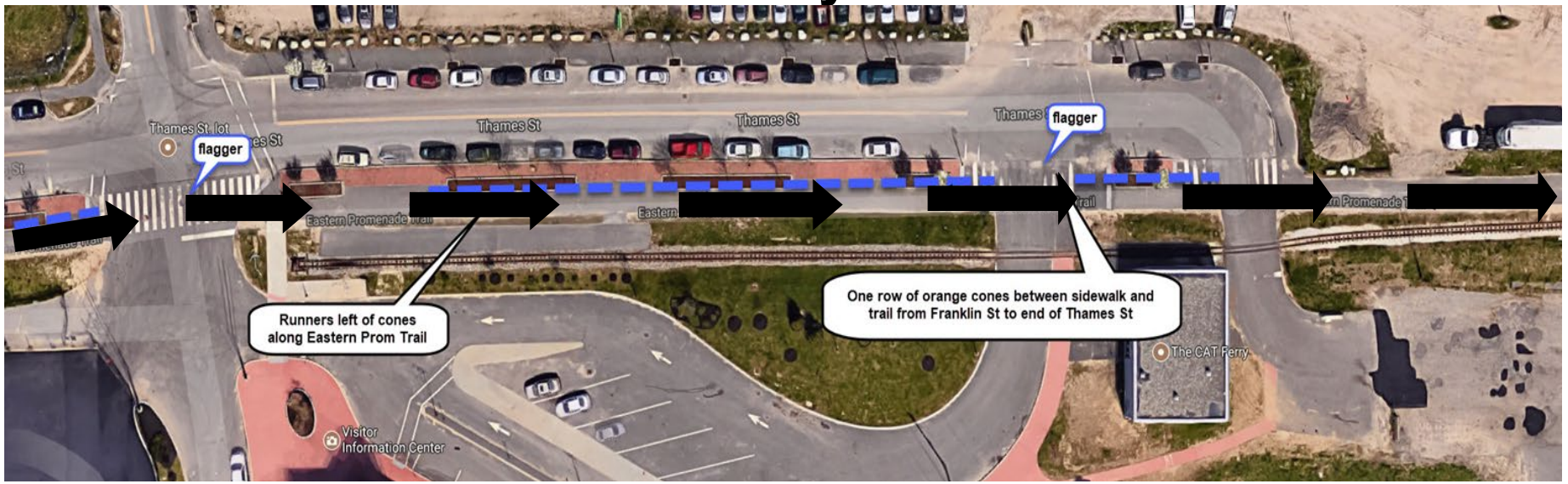
Turn By Turn Directions

Start on Spring St between Center St and Union St
Left on Center St
Left on Commercial St
Slight right on Eastern Promenade Trail at Franklin St/Commercial St intersection
Left on Cutter St
Left on Eastern Promenade
Straight on Fore St
Right on Franklin St
Left on Middle St
Finish on Spring St between Union St and Center St

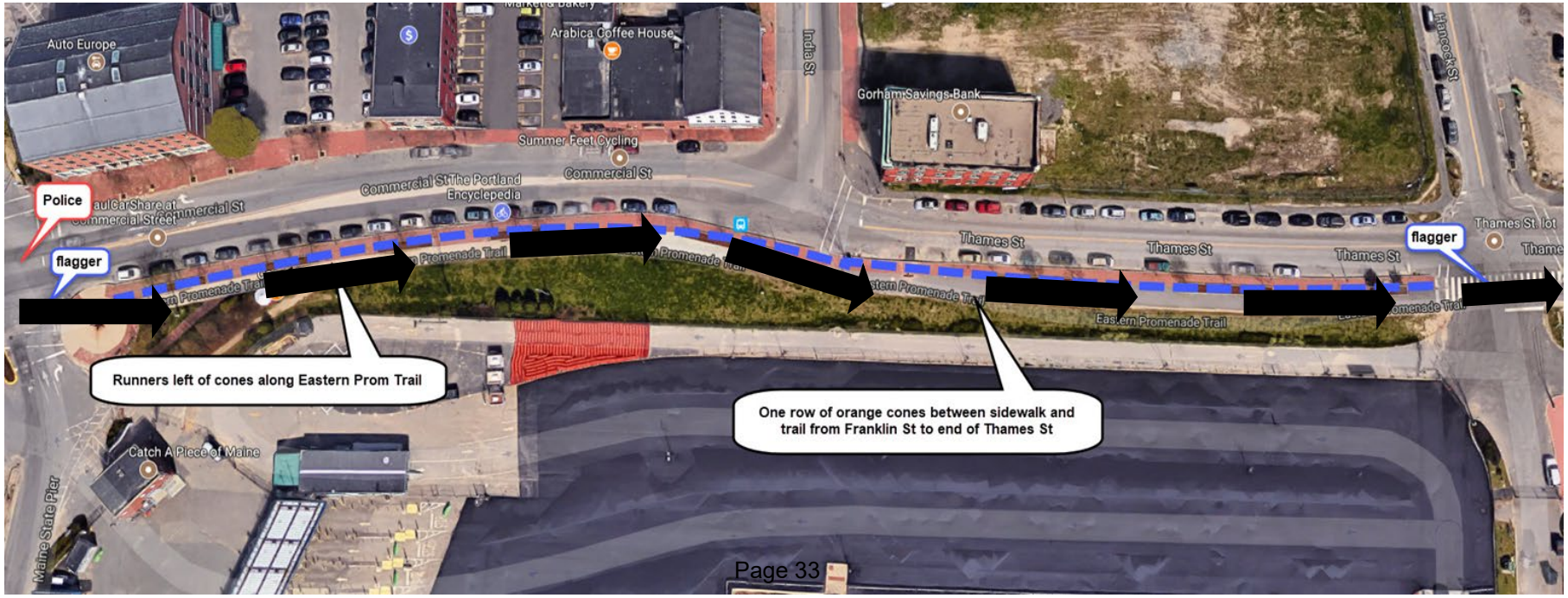
Middle Street Road Closure Plan



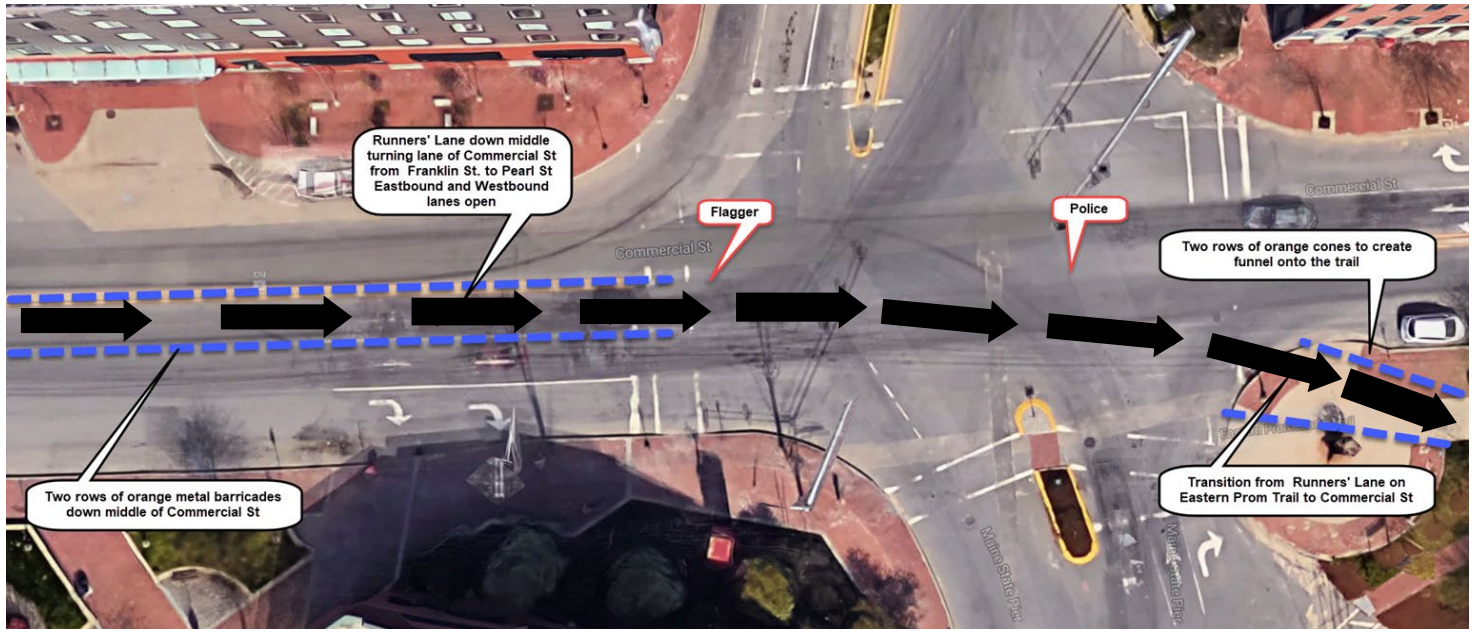
Eastern Prom Trail: Amethyst Park to Hancock St



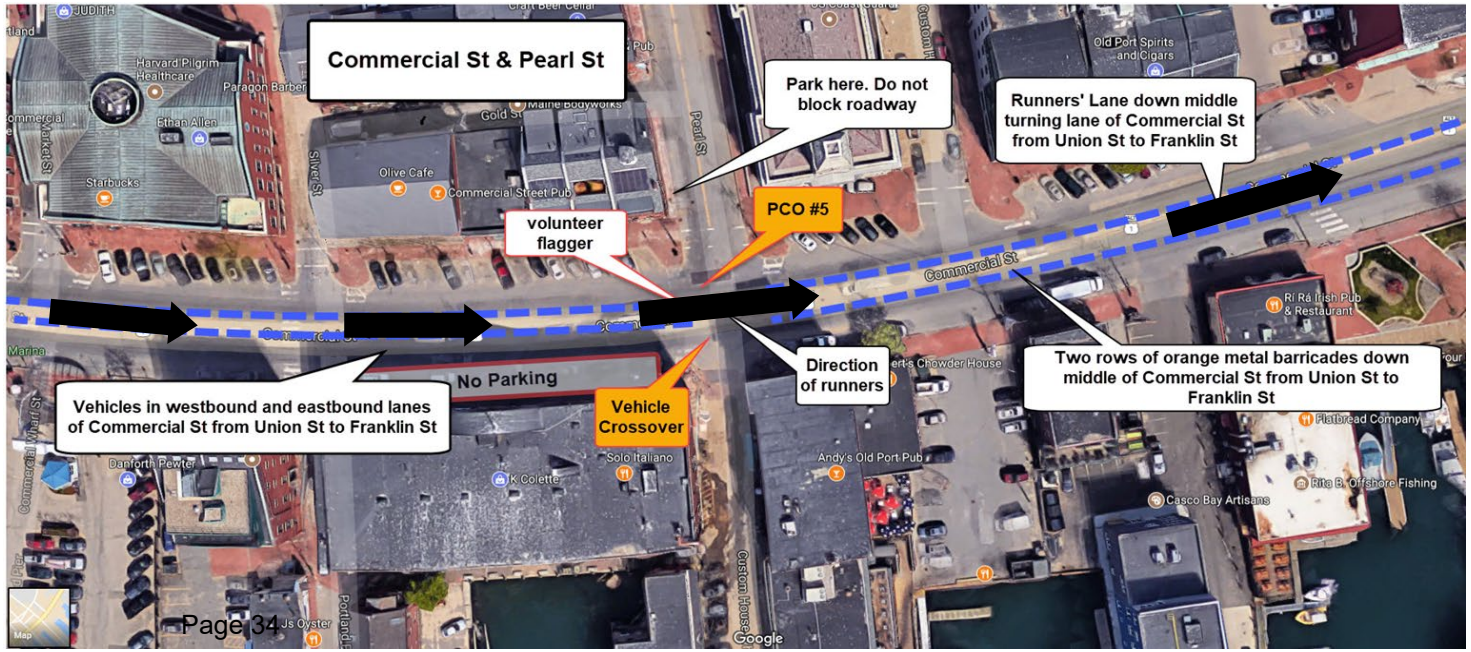
Eastern Prom Trail: Hancock St to Franklin St



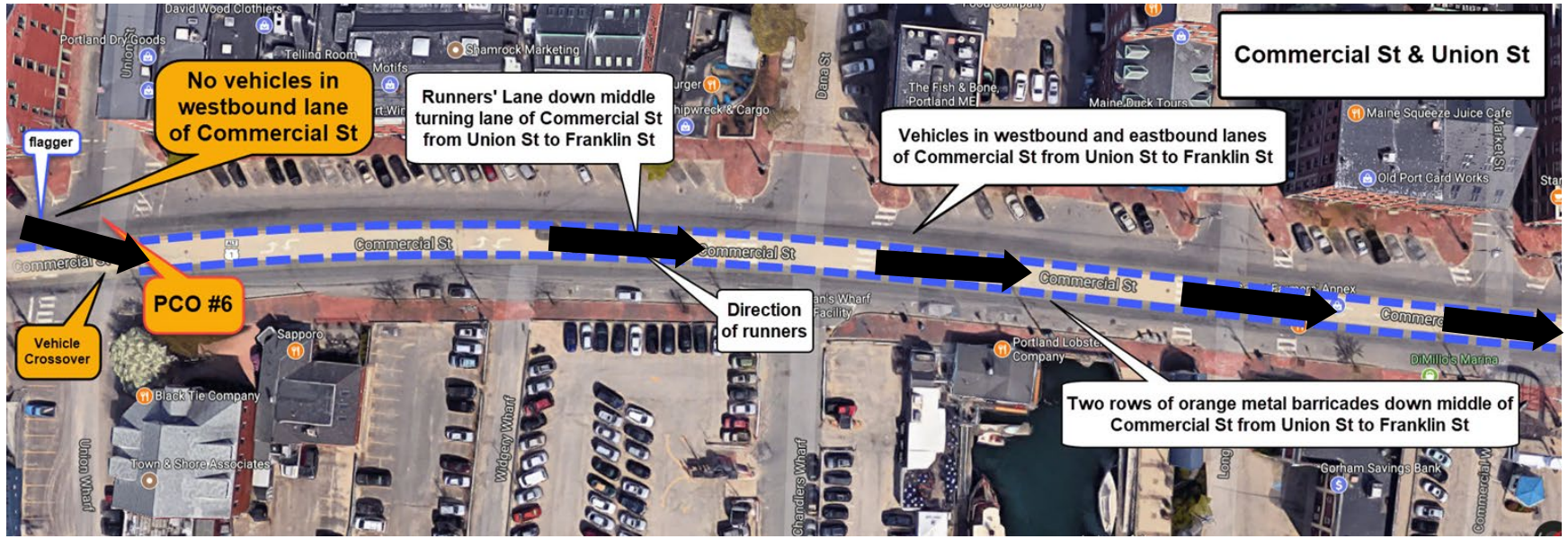
Commercial St: Transition at Franklin St



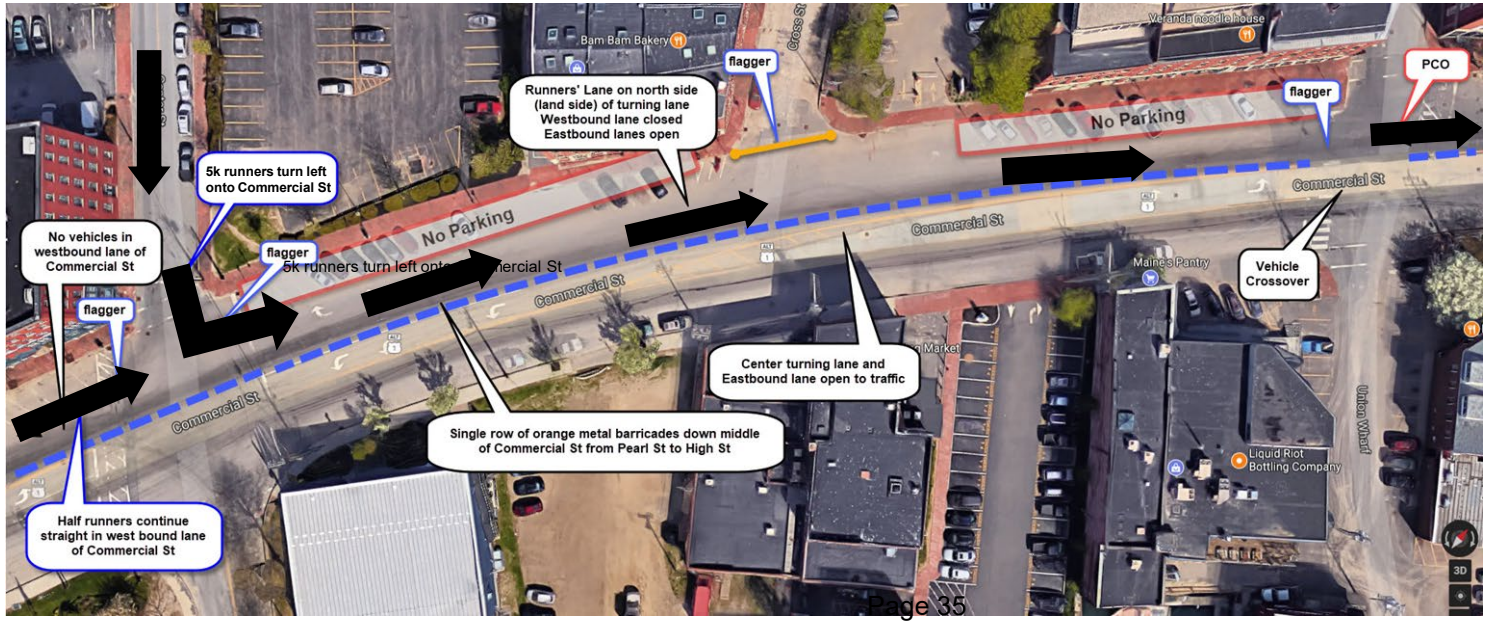
Commercial St: Franklin St to Market St



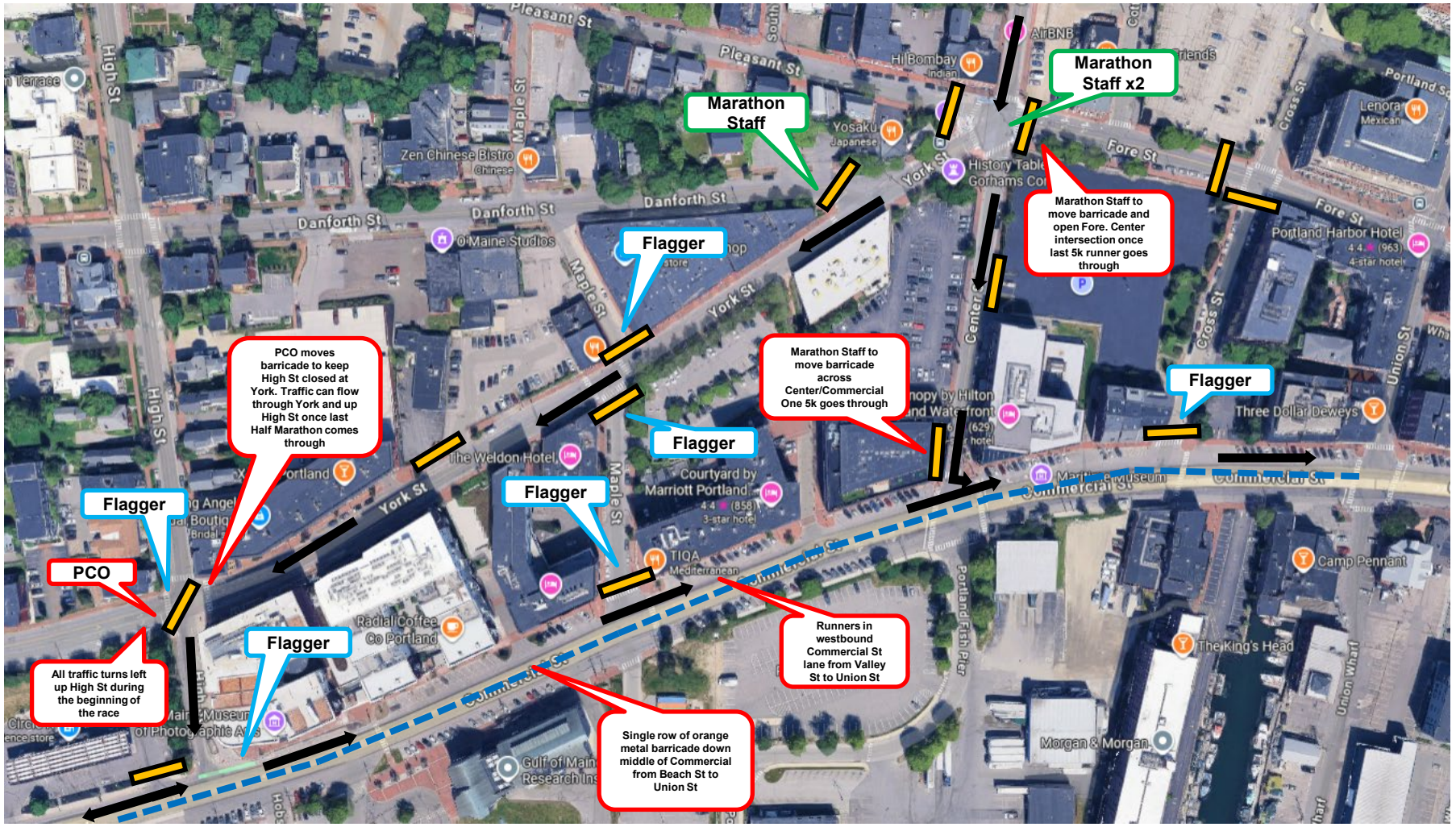
Commercial St: Market St to Union St



Commercial St: Union St to Center St

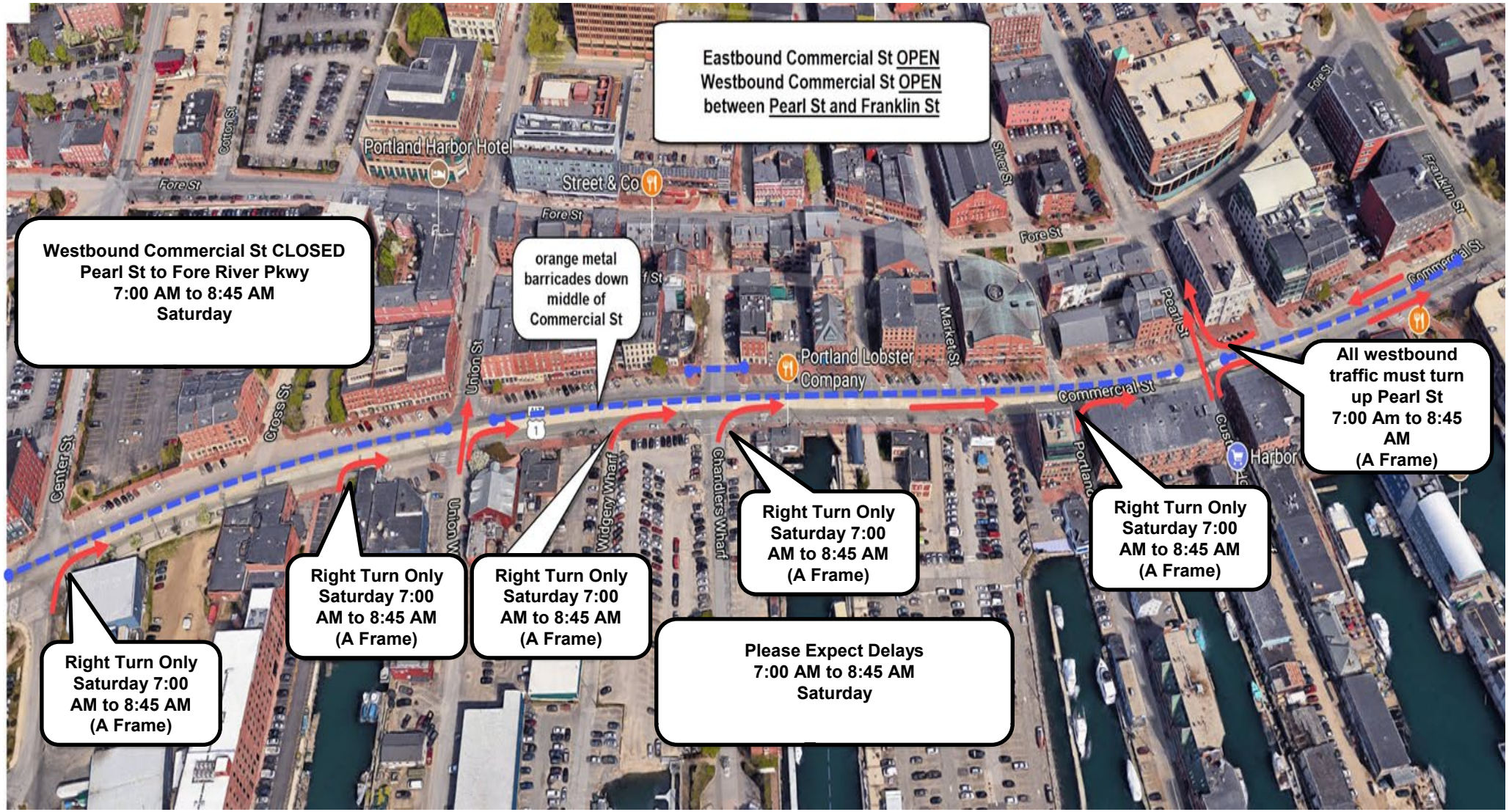


Commercial St: Center St to High St

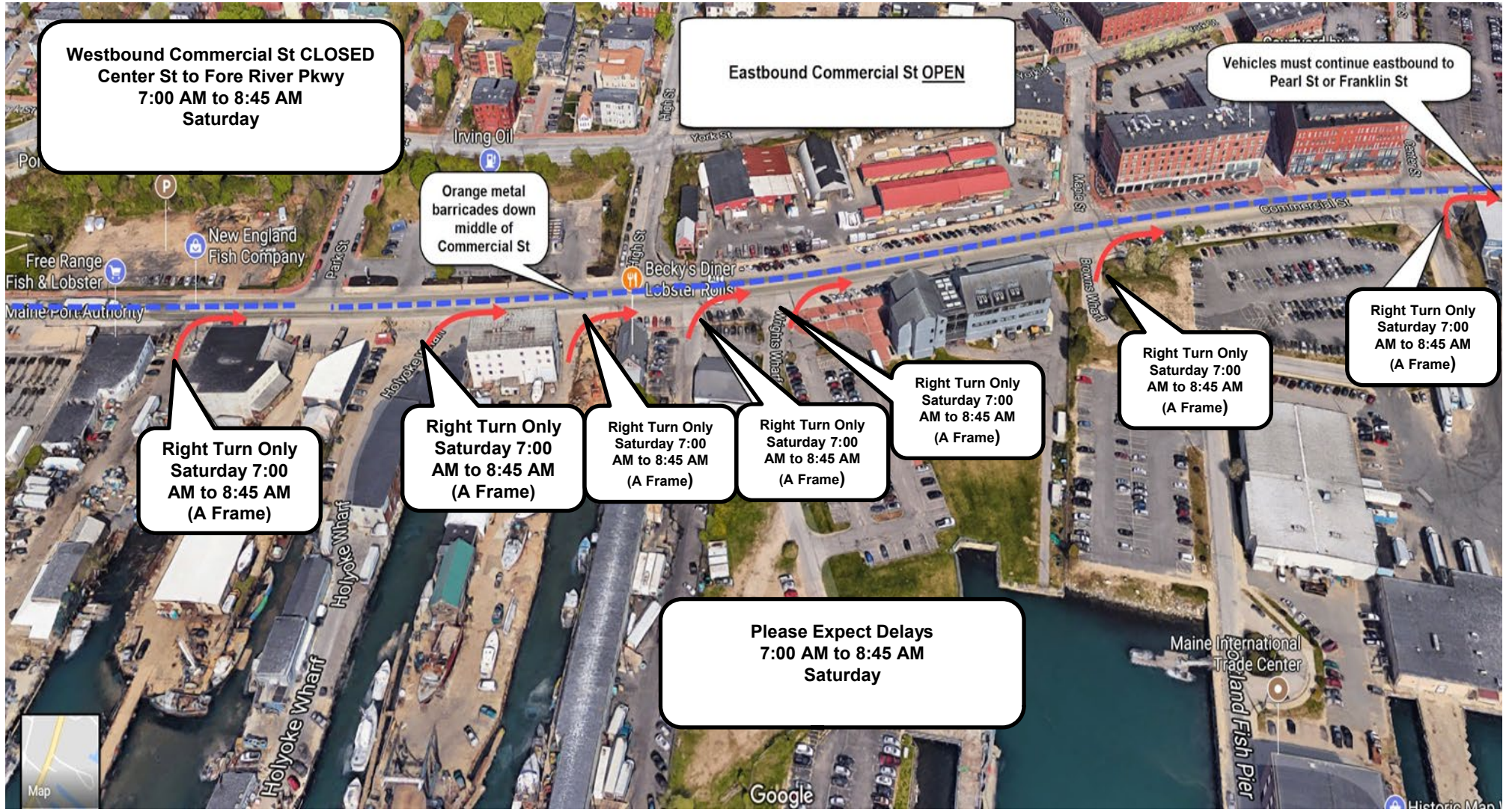


The Runners' lane will occupy the westbound lane of Commercial St starting at Pearl St to Valley St.

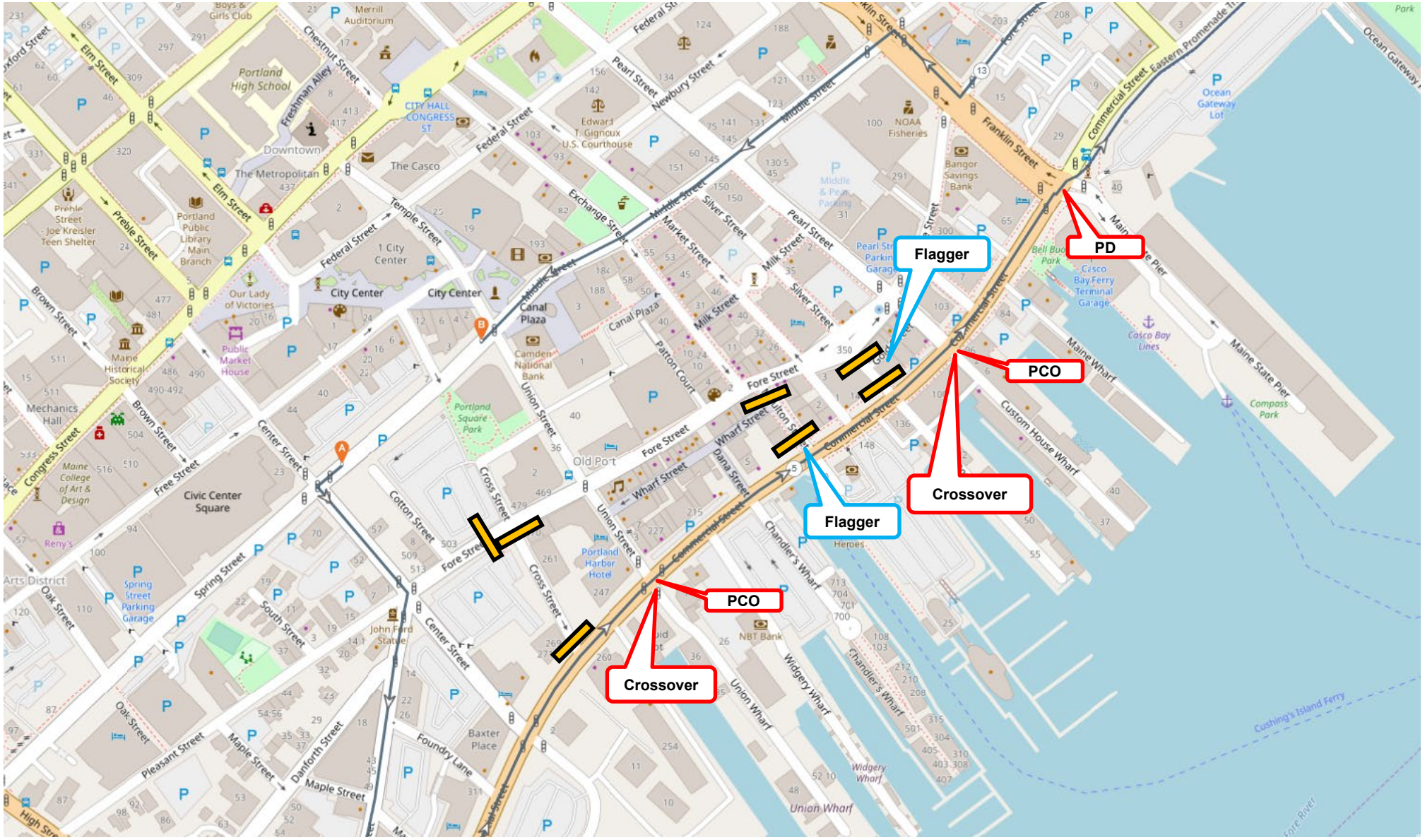
Waterfront Commercial St: Center St to Franklin St



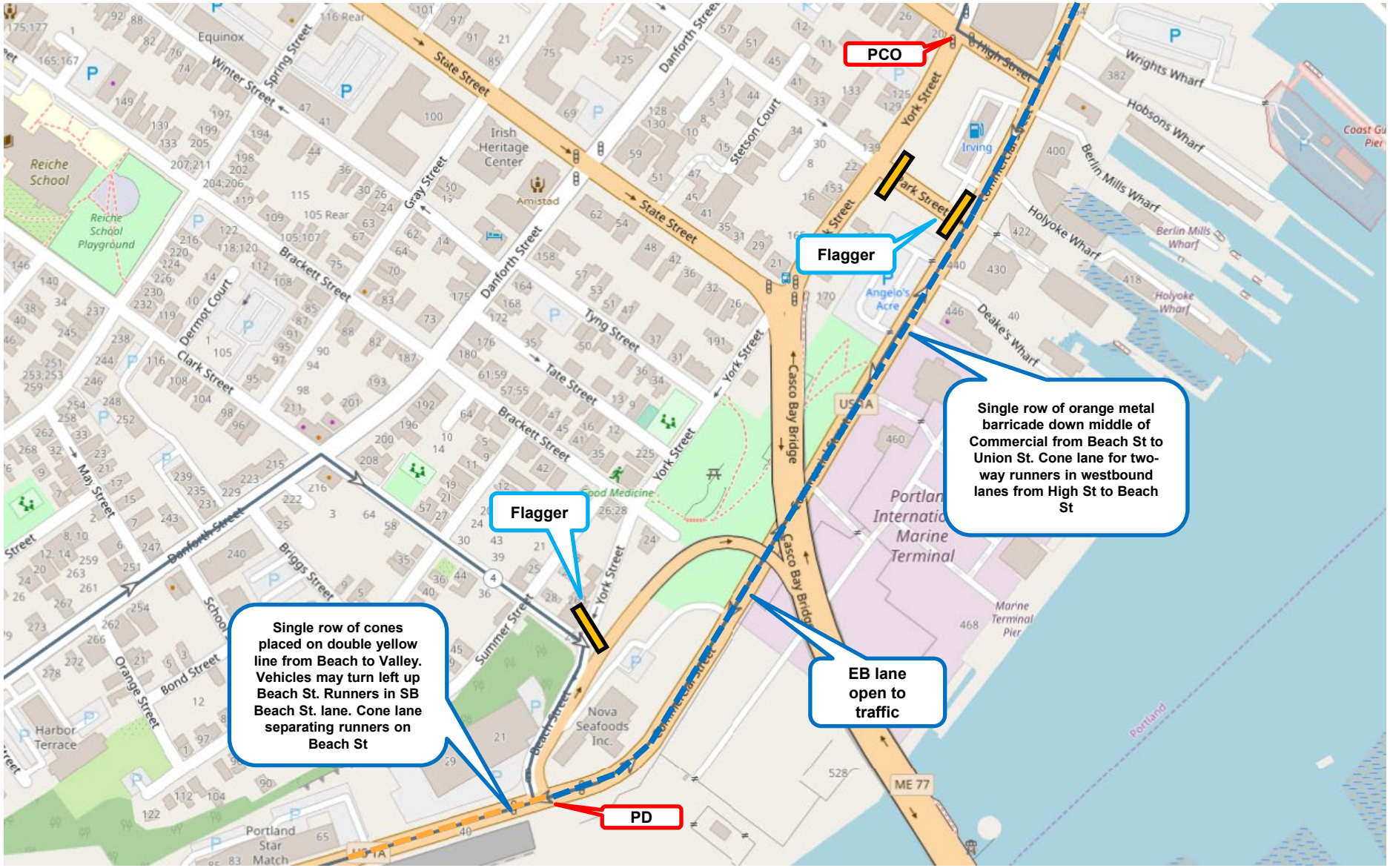
Waterfront Commercial St: Park St to Center St



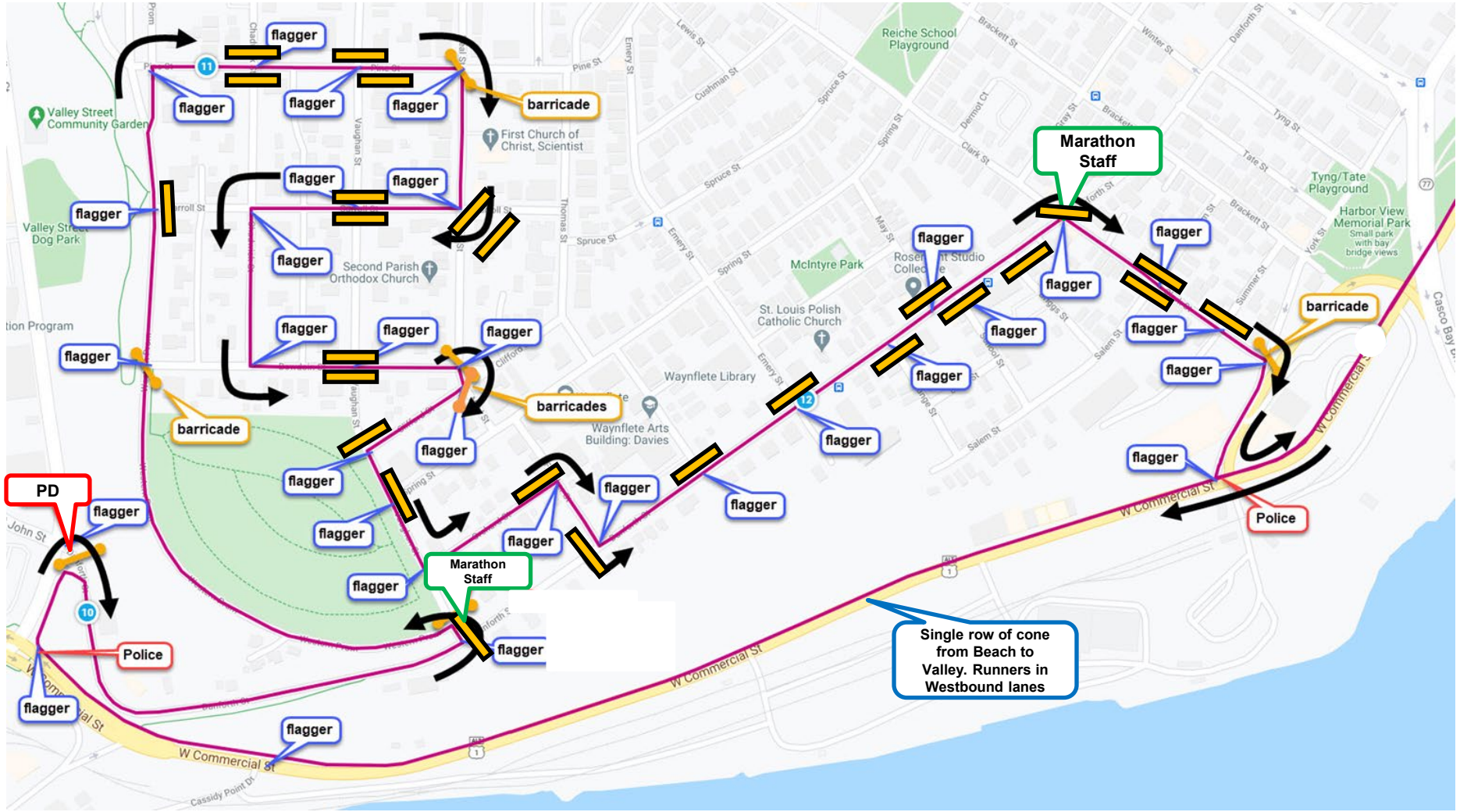
Commercial St Corridor



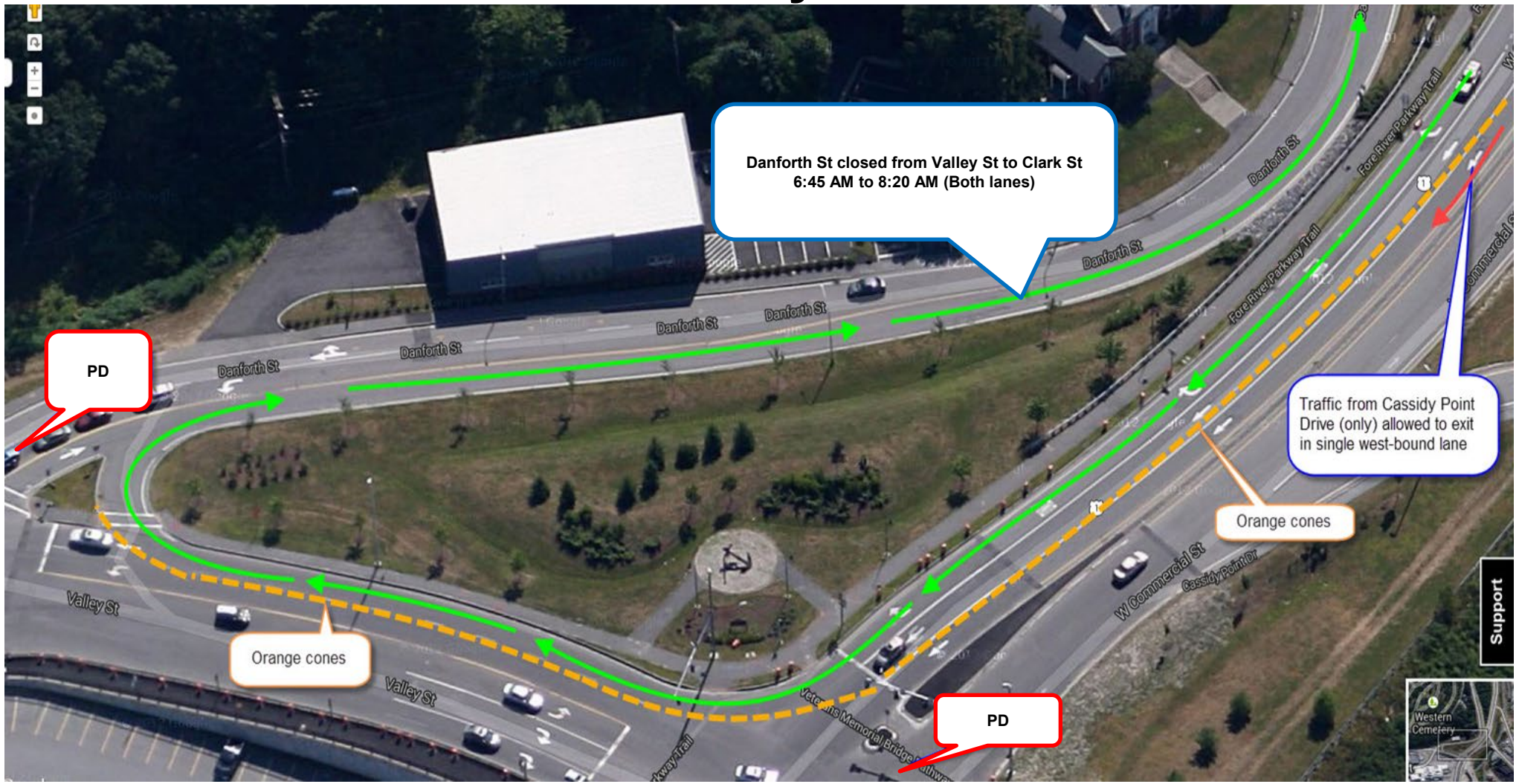
West Commercial St and Beach St



West End Neighborhood



Danforth & Valley St Intersection



Danforth St closed from Valley St to Clark St from 6:45 AM to 8:20 AM. A single row of orange cones will be setup along the right turning lane on Valley St. Vehicles exiting Cassidy Point Drive may turn left onto West Commercial St, and stay left of the orange cones. **A police officer at the top of West Commercial St will stop all regular vehicular traffic in the eastbound lane of West Commercial St from 6:45 AM to 8:45 AM with the exception of commercial trucks that must have access to the waterfront.** All other vehicles should be directed onto Valley St or onto the Fore River Parkway. The officer may reopen the eastbound lane as conditions permit.

15

Commercial St (eastbound & westbound) Closure Plan

- Setup one row of 10’ long x 42” tall orange metal barricade panels connected with yellow caution tape on north side (land side) of the center turning lane from Beach St to Union St
- Setup two rows of 10’ long x 42” tall orange metal barricade panels connected with yellow caution tape on north side (land side) of the center turning lane from Union St to Franklin St
- Setup 18” non-reflective orange cones on double-yellow line every 100’ from Beach St to Valley St
- **Close the Eastbound lane of Commercial St at Valley St from 6:45 AM to 8:45 AM to all traffic except for commercial vehicles that must access the waterfront. Direct vehicles onto Valley St or Fore River Parkway instead**
- **Allow Eastbound and center lanes on Commercial St to remain open only to vehicles coming from within the waterfront, or coming down from the crossover streets**
- Close westbound lane of Commercial St from Union St to Valley St from 6:45 AM to 8:45 AM
- Traffic allowed to crossover Commercial St at, Union St, Pearl St, and Franklin St with Police and PCO assistance
- Police positioned at Valley St and W Commercial St

Center Commercial St Runners' Lane

- A Runners' Lane will be created down the center turning lane of Commercial St from Union St to Franklin St
- The lane is defined by two rows of 10' long x 42" tall orange metal barricades spaced out in a dash-dot pattern with yellow caution tape connecting each barricade
- Vehicular traffic will be allowed in Eastbound and Westbound lanes of Commercial St
- Vehicle crossover points will be located at Union St and Pearl St
- All vehicles travelling in the westbound lane of Commercial St will be required to turn right on Pearl St or Union St
- Starting at Union St runners will transition from the westbound lane of commercial St to the center runners' Lane of Commercial St
- Police positioned on Commercial St at Franklin St
- PCO positioned on Commercial St at Union St and Pearl St

Commercial St Communications Plan

- Contact all businesses along Commercial St and all Peaks Island residences using Orangeline “Direct Mail” service
- Organizers recognize that the following business could be impacted by the temporary closing of westbound Commercial St and will notify the appropriate manager / owner at each location: Irving Oil, Becky’s Diner, Courtyard Portland Downtown/Waterfront, Canopy Hotel
- Organizers will communicate plans with as many waterfront businesses and wharf owners as possible based on lists provided
- Organizers will communicate plans with the International Marine Terminal well-before race
- Organizers will develop communications plan with Casco Bay Ferry lines
- Organizers will develop communication plan with METRO
- Organizer will place “Right Turn Only” sign on the wharf streets off Commercial

Casco Bay Ferry Lines Communication Plan

- We will develop communications plan with Casco Bay Lines that will be shared in their newsletter and on their website. This message will specifically mention the date and ferry times that will be impacted. The newsletter goes to 2,000 people.
- We will share the same message on the EDDM postcard that we mail to every address on Peaks Island. The postcard goes to 830 business and residential addresses on Peaks Island.
- An arrangement will be made with Casco Bay Lines staff for the 8:45 AM ferry departure to arrive earlier? to avoid delays on the Franklin Street approach. Staff could also approach on eastbound Commercial St from the Veterans Bridge.
- Police will give CBL staff top priority to cross Commercial St and may stop runners if necessary to avoid any delays to public transportation. CBL staff will be given an “official vehicle” pass that will allow police to quickly identify them and allow them through.
- Casco Bay Lines staff will be asked to contact Police Dispatch if they have any problems

Post Race Festival & Beer Garden -- One Portland Square



Festival/Beer Garden
One Portland Square

SHIPYARD OLD PORT HALF MARATHON & 5K

Key

- Tents
- Barricade Fence
- Beer Garden Gates
- Toilets
- Vendor Space

Barricade Breakdown	
Beer Garden Permiter	800'
Beer Tents	160'
Upper Lot Split	120'
Gear Check	200'
Total	1,280

- The beer garden will be located in the lower of One Portland Square Parking at 50 Cross St
- Perimeter surrounded by orange metal barricade fencing
- 3 gates for egress total 84’
- TIPS certified staff check IDs and provide security at each gate
- Incorporated Civic Organization -- A Running Passion -- will hold the liquor license and serve cans of beer to runners
- 62 portable restrooms
- Slices of pizza and ice cream will be served by a licensed caterer (TBD)
- There may be food trucks vendors selling foods (TBD)
- There may be 3rd party vendors selling merchandise (TBD)
- A live band or DJ will perform on a 20’x16’ stage
- Public Safety hired in beer garden

Concert Permit on Private Property

A Single Concert/Dance Permit Application for Private Property will be submitted for the 1 Portland Square post race festival & beer garden.

Style Of Music Description:

1) 6:00am to 12:30pm at One Portland Square Parking lot – pre-corded music, and a live band will perform on stage (Stageline SL75) starting at 7:30am.

2) 6:00am to 11:30am on Spring St between Union St and Center St a PA system will be set up and an announcer will talk and play pre-recorded music at the race start (6:00 AM to 7:00 AM) and the race finish (7:30 AM to about 11:00 AM).

TIPS Certified ID Checkers Plan

- On Thursday and Friday, 6/4 & 6/5 from at our registration bib pickup TIPS certified ID checkers will check IDs and place beer garden bracelets on wrists of runners. These bracelets will stay on continuously and be used in the beer garden on Saturday 6/6
- On Saturday, 6/6 from **6:30 AM – 12:30 PM** TIPS certified ID checkers will check IDs and place beer garden bracelets on wrists of runners at the entrance to the beer garden.

Trash Plan

- (2) 30-yard dumpsters will be placed on Cotton St next to One Portland Square on Friday 6/5 by Troiano Waste. Trash from the event will be placed in the dumpster. The dumpster will be removed by Monday 6/8.
- All trash, recycling, and composting will be handled by Garbage to Garden or similar vendor
- Garbage to Garden or a similar vendor will setup and staff all trash, recycling, and compost sorting at the event.
- Bags of recyclable cans will be collected and redeemed by our official charity partner A Running Passion
- Staff will check barrels periodically and bring full bags to the dumpster.

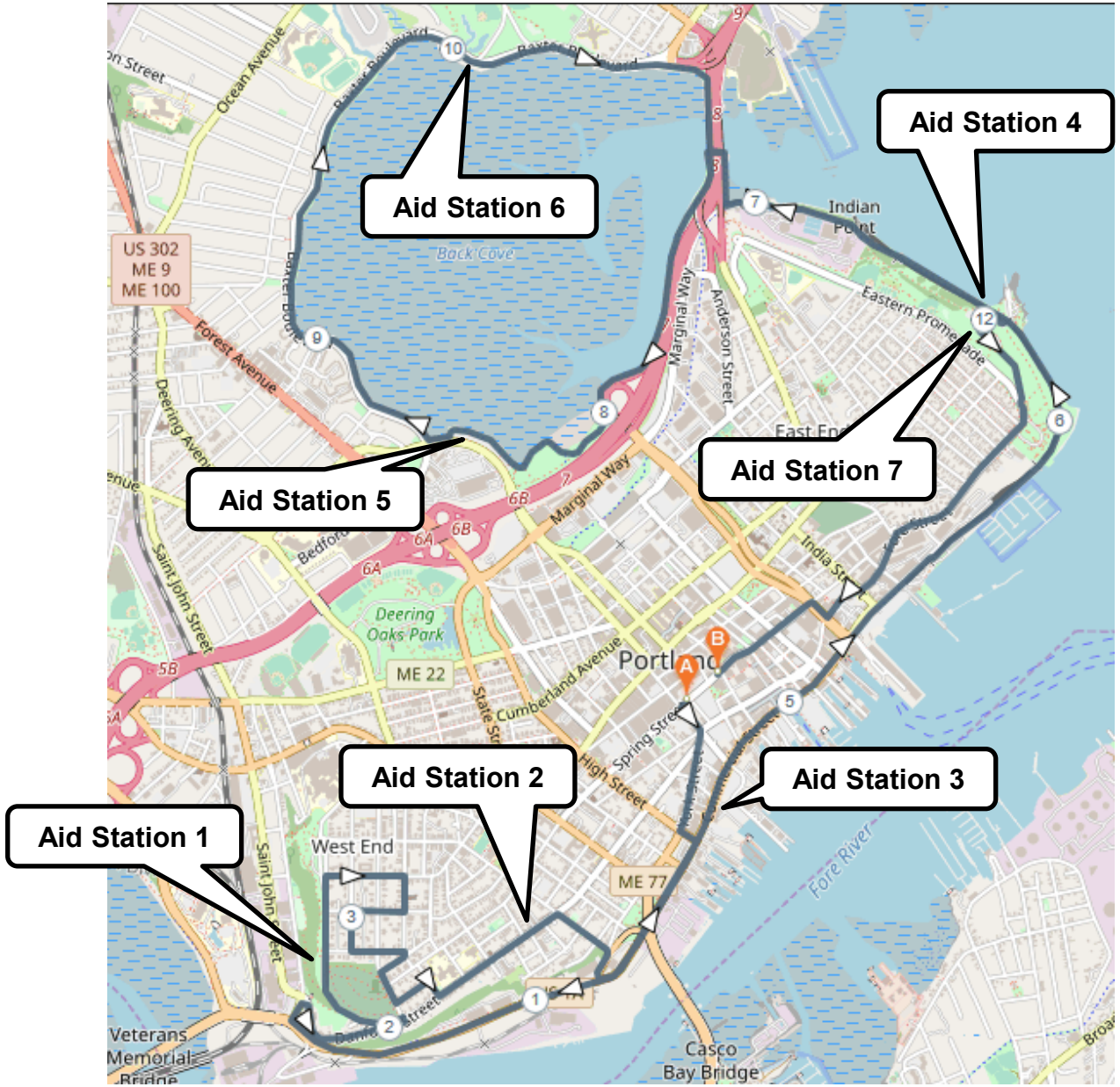


Porta Potty Plan

Old Port Marathon Porto Schedule							
Full Marathon, Half Marathon and 5k							
Detail	Location	Basic	ADA	Sink	Drop	Pick Up	Notes
Start/Finish	50 Cross St, Portland, ME 04101	60	2	0	Friday 6/5	Saturday 6/6 after 12pm	
Compound	TBD	2	0	0	Wednesday 6/3 anytime	Saturday 6/6 after 12pm	
Medical Tent	7 Spring St, Portland, ME 04101	1	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	same location as 50 cross st, just across the street
Aid 1	98 Bowdoin St, Portland, ME 04102	4	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	
Aid 2	32 School St, Portland, ME 04102	3	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	
Aid 3	344 Commercial St, Portland, ME 04101	4	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	
Aid 4	Eastern Prom Trail near Cutter St Crossover	2	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	
Aid 5	Preble St Back Cove Trail parking area	2	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	
Aid 6	Baxter Blvd (across from Payson Park)	2	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	
Aid 7	Cutter St Near Eastern Promenade Food Truck Park	6	0	0	Friday 6/5 anytime	Saturday 6/6 after 12pm	
	Totals	86	2	0			

Emergency Response Plan

- Unified Command Center setup: TBD
- Briefing at 5:30 AM at the Unified Command Center (pending confirmation by Police)
- Ventures Endurance to provide internal Medical Director posisitoned at Main medical finish line tent on Spring St
- 2 North East ALS ambulances positioned at finish line medical tent
- 1 North East Polaris Side-by-side and 10x15 trailer with propane heater positioned at finish line medical tent. Polaris will follow behind last 5K walker to the finish, and the go on stand-by.
- North East provides 5 staff (2 paramedics, 3 EMTs)
- North East provides a dedicated cell phone **TBD Number** provided in the medical tent and shared with all volunteers on the course
- 1 Portland ambulance positioned at Danforth St and Vaughan St
- 2 Portland EMS responders on one Gator ATV will be positioned near Water Stop #3 at Payson Park lot near Back Cove Trail
- 2 Portland EMS responders on one Gator ATVs will be positioned on Back Cove Trail under the Tukey Bridge
- All transports should go to Mercy hospital unless specified by patient
- Volunteers on the course will receive emergency response instructions
- 2 Radio walkie-talkies provided one in medical tent and one on the Polaris
- 10’x30’ medical tent provided with side-walls/interior privacy walls, 6 cots, 6 chairs



Aid Staion (Water station) Stop Locations

1. Western Prom Near Bowdoin St Intersection
2. Danforth St Near School St Intersection
3. Commercial St. near Maine Dentistry Portland (before High St. intersection)
4. Eastern Promenade Trail near intersection of Cutter St. and Eastern Promenade Trail
5. Back Cove Trail Near Preble St (across from Hannaford's Plaza
6. Back Cove Near Inlet Rod and Baxter Blvd Intersection
7. Cutter St Near Eastern Promenade Food Truck Park

PD/PCO/Marathon Staff Posts

Position 1	Staffed By	Postion 2	Start Time	End Time
Spring St @ Center St (west of intersection for start)	Officer 1 (EOD K9)	Sweep of beer garden	6:00AM	11:00AM
Spring St @ Union St (east of intersection for finish)	Officer 2		6:00AM	11:00AM
Fore St @ Union St	Marathon Staff		6:30AM	8:00AM
Fore St @ Center St	Marathon Staff		6:30AM	8:00AM
Center St @ Fore St	Marathon Staff		6:30AM	8:00AM
Danforth St @ York St	Marathon Staff		6:30AM	8:00AM
York St @ High St	PCO 1		6:00AM	9:00AM
Commercial St @ Park St	ARX Barriers (unstaffed)		N/A	N/A
Danforth @ Clark St	Marathon Staff		6:30AM	8:30AM
Valley St @ W. Commercial	Officer 3		6:00AM	9:00AM
Vaughn St @ Danforth St	Marathon Staff		6:30AM	8:30AM
Danforth St @ Valley St	Officer 4		6:30AM	8:30AM
W Commercial St @ Beach St	Officer 5		6:30AM	8:30AM
Commercial St @ Franklin	Officer 6		6:45AM	9:00AM
Fore St @ Franklin	Officer 7		7:00AM	10:45AM
Franklin St @ Middle St (south side)	PCO 2		7:00AM	10:45AM
Franklin St @ Fore St (southbound / south side of intersect)	PCO 3		7:00AM	10:45AM
Commercial St @ Center St	PCO 4		6:30AM	8:45AM
Commercial St @ Pearl St	PCO 5		6:30AM	8:45AM
Commercial St @ Union St	PCO 6		6:30AM	8:45AM

Unified Command Center TBD

Police Meeting: 5:30 AM

1 Sargent

1 Lieutenant @ Command Center

Emergency No Parking

Street	Area	Side	Day/Date	Starting	Ending	Reason	Vehicles	Notes
Center St	Commercial St to Spring St	Both Sides	SAT 6/6	2:00 AM	11:00 AM	Race Route	Closed	
Commercial St	Center St to Union St	North Land Side	SAT 6/6	2:00 AM	11:00 AM	Race Route	Closed	
Commercial St	110 Block between Silver and Pearl	Water Side	SAT 6/6	2:00 AM	11:00 AM	Left Turn Lane	Bi-Directional Traffic	
Cotton St	Dumpster location sidewalk closest to One Portland Square Parking Lot	East Side	FRI 6/5 - SAT 6/6	5:00 AM	12:00 PM	Dumpster	Closed SAT 6/6	Dumpster placed FRI 6/5
Cross St	Free St to Spring St	Both Sides	SAT 6/6	2:00 AM	11:00 AM	Start Area	Closed	
208 Pine St	Corner of Western Prom and Pine St	Both Sides	SAT 6/6	2:00 AM	11:00 AM	Race Route	Closed	
Fore St	Franklin St to Cutter St	Both Sides	SAT 6/6	2:00 AM	11:00 AM	Race Route	Closed	
Spring St	Center St to Union St	Both Sides	FRI 6/5 - SAT 6/6	2:00 AM	11:00 AM	Start Area	Closed	Medical tent/fence set up on Spring FRI 6/5
York St	Center St to High St	Both Sides	SAT 6/6	2:00 AM	9:00 AM	Race Route	Closed	
Pine St	Western Prom to Neal St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Neal St	Pine St to Carrol St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Carrol St	Neal St to Chadwick St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Chadwick St	Carrol St to Bowdoin St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Bowdoin St	Chadwick St to Neal St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Clifford St	Neal St to Vaughan St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Vaughan St	Clifford St Orchard St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Orchard St	Vaughan St to Fletcher St	Both Sides	SAT 6/6	2:00 AM	10:00 AM	Race Route	Closed	
Danforth	Fletcher St to Clark St	Water Side	SAT 6/6	2:00 AM	10:15 AM	Race Route	Closed	
Clark St	Danforth St to York St	Both Sides	SAT 6/6	2:00 AM	10:15 AM	Race Route	Closed	
Middle St	Union St to Franklin St	Both Sides	SAT 6/6	2:00 AM	11:00 AM	Race Route	Closed	

Roads Closed - 2026

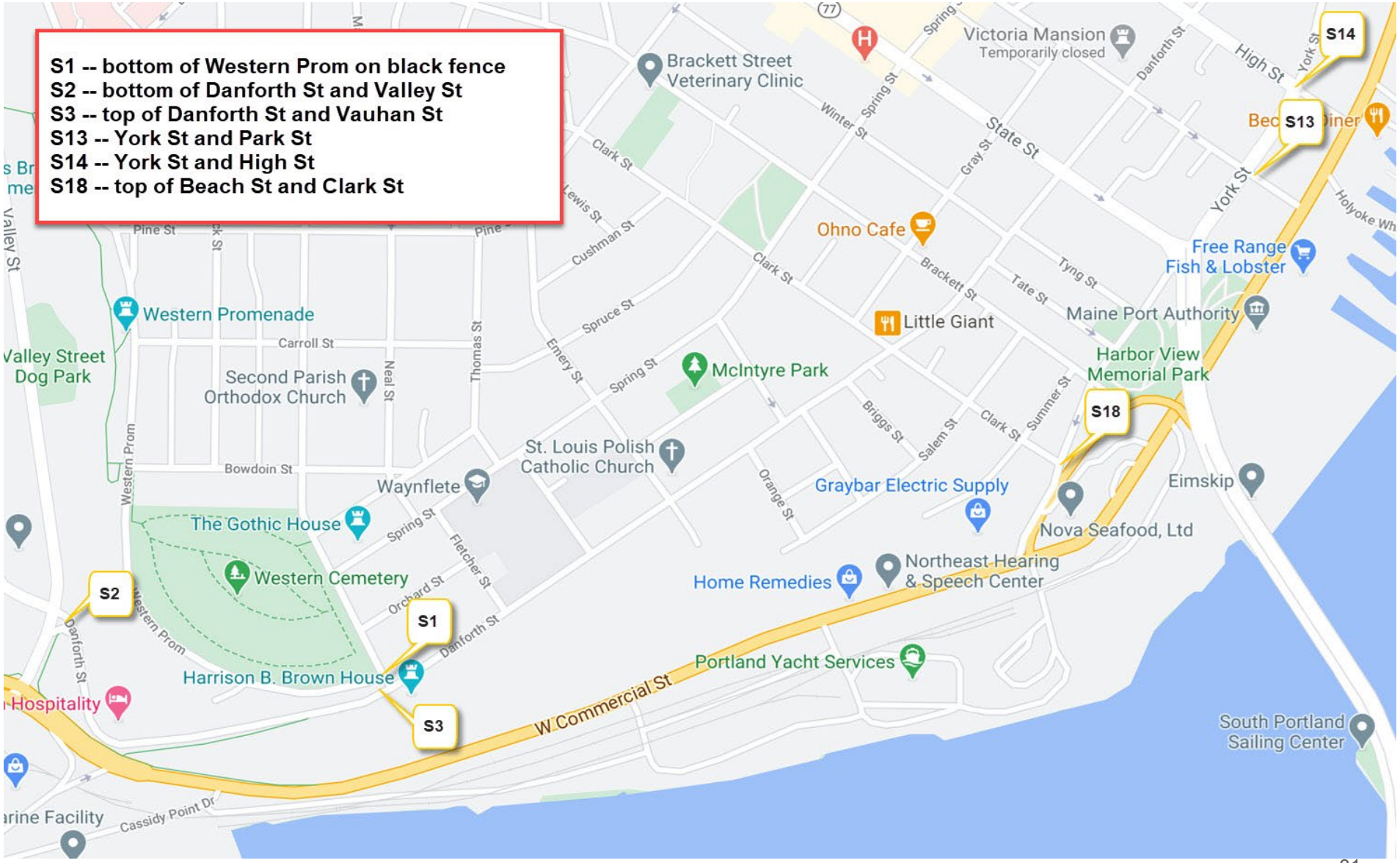
Old Port Half Marathon & 5k Road Closure Sheet -- June 6th, 2026					
STREET CLOSED	SIDE OF ROAD	FROM	TO	Close	Open
Spring St	Whole	Center St	Union St	2:00AM	12:00PM
Spring St	Whole	Oak St	Center St	6:45 AM	8:00AM
Cross St	Whole	Free St	Spring St	2:00AM	12:00PM
Center St	Whole	Free St	Commercial St	6:45AM	8:00AM
York St	Whole	Fore St	High St	6:45AM	8:00AM
High St	Whole	York St	Commercial St	6:45AM	8:30AM
Commercial St	WB Lane	Union St	Valley St	6:45AM	8:45AM
Valley St	Right NB Lane	West Commercial St	Danforth St	6:45AM	7:45AM
Danforth St	Whole	Valley St	Clark St	6:45AM	8:20AM
Vaughan St	Whole	Danforth St	Pine St	6:45AM	8:10AM
Western Prom	Whole	Vaughan St	Pine St	6:45AM	8:00AM
Pine St	Whole	Western Prom	Neal St	6:55AM	8:05AM
Neal St	Whole	Pine St	Clifford St	6:55AM	8:05AM
Carroll St	Whole	Neal St	Western Prom	6:55AM	8:05AM
Chadwick St	Whole	Pine St	Bowdoin St	6:55AM	8:05AM
Bowdoin St	Whole	Western Prom	Neal St	6:55AM	8:10AM
Clifford St	Whole	Neal St	Vaughan St	6:55AM	8:10AM
Orchard St	Whole	Vaughan St	Fletcher St	6:55AM	8:10AM
Fletcher St	Whole	Orchard St	Danforth St	6:55AM	8:15AM
Clark St	Whole	Danford St	York St	6:55AM	8:25AM
Beach St	SB lane	Clark St	West Commercial St	6:55AM	8:25AM
Commercial St	Middle turn lanes	Union St	Franklin St	7:00AM	8:45AM
Cutter St	Whole	Eastern Promenade Trail	Eastern Promenade	7:30AM	10:30AM
Eastern Promenade	Whole	Cutter St	Fore St	7:30AM	10:30AM
Fore St	Whole	Easter Promenade	Franklin St	7:30AM	10:45AM
Franklin St	Whole	Fore St	Middle St	7:30AM	10:45AM
Middle St	Whole	Franklin St	Union St	7:30AM	10:45AM
Cotton St	Whole	Fore St	Spring St	7:00AM	11:00AM

Warning Sign Placements -- Eastern Promenade



Cutter St and Fort Allen Park loop closed 7:30 AM to 10:30 AM

Warning Sign Placements - Western Promenade



Old Port Half Marathon & 5k
Traffic Plan
2026

Area	Street	Intersection	Type II	Signage	Comments
Portand (On Course)					
	Spring St				
		Center St	5		
		Union St	5		
	Center St				
		Fore St	4		
		Pleasant St	3		
		Canopy Hilton Lot entrance	1		
	York St				
		Danforth St	2		
		Maple St (Both Sides)	4		
		Parking lot entrances between Maple St & High St (land side)	3		
		High St	4		
		Park St	3		
	Commercial St				
		Valley St	3		Assit officer with closure
		VA Outpatient lot	3		
		Park St	3		
		Maple St	2		
		Irving Gas Station	3		
		Courtyard by Mariott entrance	1		
		Center St	2		
		Cross St	2		
	Danforth St				
		Valley St	3		
		Vaughan St	2		
		Storer St	1		
		Emery St (both sides)	2		
		Orange St	1		
		School St	1		
		May St	1		
		Briggs St	1		
		Clark St	4		
	Western Prom				
		Vaughan St	2		
		Bowdoin St	1		
		Carroll St	1		
		Pine St	3		
	Pine St				
		Chadwick St (both sides)	4		
		Vaughan St (both sides)	4		
		Neal St	4		
	Neal St				
		Carroll St	4		
	Carroll St				
		Vaughan St (both sides)	4		
		Alley between Vaughaun & Chadwick (both sides)	2		
		Chadwick St	2		
	Chadwick St				
		Bowdoin St	1		
	Bowdoin St				
		Alley between Chadwick & Vaughan	1		
		Vaughan St (both sides)	3		
		Neal St	2		
	Clifford St				
		Neal St	2		
		Vaughan St	1		
	Vaughan St				
		Spring St	1		
	Orchard St				
		Vaughan St	1		
		Fletcher St	1		
	Fletcher St				
		Danforth St	1		
	Clark St				

	Salem St (both sides)	4	
	Summer St (both sides)	4	
	York St	2	
Eastern Prom			
	Cutter St	2	
	Fort Allen Park	2	
Fore St			
	Morning St	2	
	Vesper St	2	
	O'Brion St	2	
	Munjoy St	2	
	Atlantic St	2	
	St lawrence St	2	
	Waterville St	2	
	Residence entrances between Waterville & Mountfort	4	
	Freedom Wy	2	
	Mountfort St	2	
	Hancock St (both sides)	4	
	India St (both sides)	4	
	Franklin St	2	
Middle St			
	Franklin St	2	
	Church St	1	
	Pearl St (both sides)	4	
	Silver St	1	
	Market St	2	
	Exchange St	2	
	Union St (both sides)	6	
Portand (Around course closures)			
Fore St			
	Cotton St	2	
	Cross St	2	
	Union St	2	
	Market St (land side)	1	
	Silver St (land side)	1	
	Pearl St (land side)	2	
Pearl St			
	Newbury St (water side)	2	No through traffic towards Middle St
Free St			
	Cross St	2	
	Union St	2	No through traffic allowed towards Middle St
Exchnage St			
	Federal St	1	No through traffic allowed towards Middle St
	Total	**195**	

Flashing Traffic Lights

Intersection	Time
Center St and Spring St	6:00 AM to 11:00 AM
Union St and Spring St	6:00 AM to 11:00 AM
Middle St and Franklin St	6:00 AM to 11:00 AM
Fore St and Franklin St	6:00 AM to 11:00 AM
Commercial St and Franklin St	6:00 AM to 9:00 AM
Commercial St and Union St	6:00 AM to 9:00 AM
Center St and Fore St	6:00 AM to 9:00 AM
York and Danforth St	6:00 AM to 9:00 AM
York and High St	6:00 AM to 9:00 AM
W Commercial St and Valley St	6:00 AM to 9:00 AM

Traffic lights need to be turned to red-flashing no later than the starting times but may be sooner. The end times reflect when the last runner will pass through an intersection.

Digital Sign– Middle St & Franklin



Middle St and Franklin St

- COMM ST
- CLOSED
- SATURDAY 6/6

- AVOID
- AREA
- 7AM-9AM

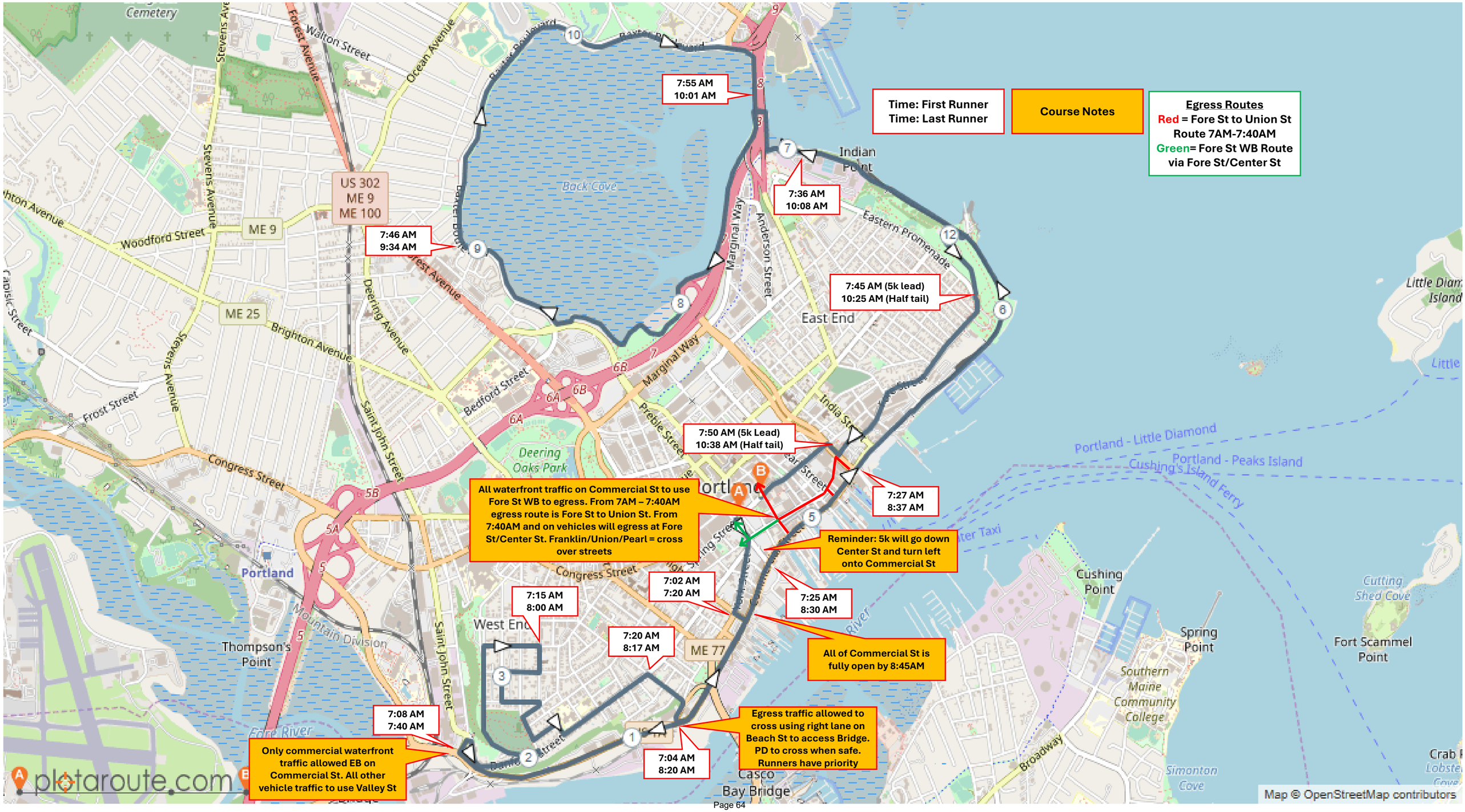
Digital Sign – Veterans Memorial Bridge



Placed at West Commercial St and Valley St intersection

- COMM ST
- CLOSED
- SATURDAY 6/6

- AVOID
- AREA
- 7AM-9AM


Time: First Runner
Time: Last Runner
Course Notes
Egress Routes
Red = Fore St to Union St Route 7AM-7:40AM
Green= Fore St WB Route via Fore St/Center St
7:55 AM
10:01 AM
7:36 AM
10:08 AM
7:46 AM
9:34 AM
7:45 AM (5k lead)
10:25 AM (Half tail)
7:50 AM (5k Lead)
10:38 AM (Half tail)
7:27 AM
8:37 AM
All waterfront traffic on Commercial St to use Fore St WB to egress. From 7AM – 7:40AM egress route is Fore St to Union St. From 7:40AM and on vehicles will egress at Fore St/Center St. Franklin/Union/Pearl = cross over streets
Reminder: 5k will go down Center St and turn left onto Commercial St
7:02 AM
7:20 AM
7:25 AM
8:30 AM
7:15 AM
8:00 AM
7:20 AM
8:17 AM
All of Commercial St is fully open by 8:45AM
7:08 AM
7:40 AM
Only commercial waterfront traffic allowed EB on Commercial St. All other vehicle traffic to use Valley St
Egress traffic allowed to cross using right lane on Beach St to access Bridge. PD to cross when safe. Runners have priority
7:04 AM
8:20 AM
US 302
ME 9
ME 100
ME 25
ME 77
Back Cove
Indian Point
East End
Deering Oaks Park
Portland
Thompson's Point
Cushing Point
Spring Point
Fort Scammel Point
Southern Maine Community College
Portland - Little Diamond
Portland - Peaks Island
Cushing's Island Ferry
Casco Bay Bridge
Fore River
Mountain Division
Marginal Way
Congress Street
Forest Avenue
Walton Street
Ocean Avenue
Stevens Avenue
Woodford Street
Brighton Avenue
Deering Avenue
Saint John Street
Bedford Street
Preble Street
Anderson Street
Eastern Promenade
Broadway
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Parks, Recreation and Facilities Management
Ethan Hipple
Director
Andy Downs
Public Assembly Facilities Director
April 9, 2026

TO: Danielle West, City Manager
FROM: Andrew J. Downs, Director of Public Assembly Facilities Division
DATE: April 9, 2026
RE: **Council Agenda Item – Old Port Half Marathon& 5K**

I am requesting that the following order be placed on the next City Council agenda:

Order authorizing and declaring Shipyard Old Port Half Marathon & 5K to be held on Saturday, June 6, 2026 as a Festival.

EVENT DESCRIPTION: The Shipyard Old Port Half Marathon & 5K is a for-profit event, however, A Running Passion (and other non-profits in the area) all benefit from race proceeds.
This race has been held in the city for fourteen (14) years. (This will be the 15th.) This year, the number of half marathon and 5K runners is estimated to be 4,500 people total.
Due to restrictions enacted by Maine State Police & Maine Department of Transportation, this will be the third year the race is no longer allowed to include the temporary closure of highway offramps. The race organizer has worked directly with City staff (Police, Fire, Traffic & Event Permitting) to establish a new race route and times to accommodate those restrictions. The race organizer is also working with businesses throughout the Old Port and the waterfront, including those along Center Street, Fore Street, Middle Street, and Commercial Street to inform them about expected impacts and to develop contingency plans.

The Order should include the following items:
(1) The Shipyard Old Port Half Marathon & 5K be authorized for Saturday, June 6, 2026, from 3:00am – 11:30am, to be held in Portland, along city streets and trails. The start corral for the half marathon race is on Spring Street between Center Street and Union Street; and on Cross St between Free Street and Spring St for the 5K. The finish chute area is on Spring Street. The start of the half marathon race is at 7:00 am, and the start of the 5K race is at 7:35 am.

(2) As part of the post-race event, a food and 21+ beer garden will be set up in a privately owned lot at One Portland Square Parking at 50 Cross Street (approx. 67,410 sq ft of open space), and open from 7:30am – 12:30pm. Organizers will hire Police Officers for this area and will have an ambulance & EMS staff on site for the duration of the event.
The area of Spring Street (Center Street to Union Street) and abutting sidewalks is the designated Festival Zone. As such, it is closed to street vendors pursuant to Section 19-17 of the Portland City

Code and is reserved for the use of the race organizer for the purpose of conducting the Shipyard Old Port Half Marathon & 5k, subject to the direction and control of the City Manager.

The race routes are as follows:
Shipyard Old Port Half Marathon (start time 7am). Runners assemble on Spring St.Start on Spring St between Center St and Union St, Left on Center St, Right on York St, Left on High St, Right on Commercial St, Straight on West Commercial St, Right on Valley St ,Right on Danforth St, Left on Vaughn St, Left on Western Promenade, Right on Pine St, Right on Neal St, Right on Carroll St, Left on Chadwick St, Left on Bowdoin St, Right on Neal St , Right on Clifford St, Left on Vaughan St, Left on Orchard St, Right on Fletcher St, Left on Danforth St, Right on Clark St, Right on Beach St, Left on West Commercial St, Straight on Commercial St, Slight right on Eastern Promenade Trail at Franklin St/Commercial St intersection, Right on Bayside Trail, Slight right on Back Cove Trail Run clockwise around Back Cove, Sharp right on Bayside Trail, Left on Eastern Promenade Trail, Right on Cutter St, Left on Eastern Promenade, Straight on Fore St, Right on Franklin St, Left on Middle St, Finish on Spring St between Union St and Center St

Shipyard Old Port 5K (start time 7:35am). Start on Spring St between Center St and Union St Left on Center St, Left on Commercial St, Slight right on Eastern Promenade Trail at Franklin St/Commercial St intersection, Left on Cutter St, Left on Eastern Promenade, Straight on Fore St, Right on Franklin St, Left on Middle St, Finish on Spring St between Union St and Center St

During the Shipyard Old Port Half Marathon & 5K, streets listed below will be closed to vehicular traffic, Saturday, June 6, 2026. (The Police Dept. has endorsed these closures. Many Police Officers and Parking Control Officers will be hired by the organizer. Flaggers will also staff race intersections.)

Street Area Lanes Closed Starting Ending					
STREET	CLOSED SIDE OF ROAD	FROM	TO	Close	Open
Spring St	Whole	Center St	Union St	2:00AM	12:00PM
Cross St	Whole	Free St	Spring St	2:00AM	12:00PM
Center St	Whole	Spring St	Commercial St	6:45AM	8:00AM
York St	EB Lane (Water side)	Fore St	High St	6:45AM	7:30AM
High St	Whole	York St	Commercial St	6:45AM	7:30AM
Commercial St	WB Lane	Union St	Valley St	6:45AM	8:45AM
Valley St	Right NB Lane	W Comm St	Danforth St	6:45AM	7:45AM
Danforth St	Whole	Valley St	Clark St	6:45AM	8:20AM
Vaughan St	Whole	Danforth St	Pine St	6:45AM	8:10AM
Western Prom	Whole	Vaughan St	Pine St	6:45AM	8:00AM
Pine St	Whole	Western Prom	Neal St	6:55AM	8:05AM
Neal St	Whole	Pine St	Clifford St	6:55AM	8:05AM
Carroll St	Whole	Neal St	Western Prom	6:55AM	8:05AM
Chadwick St	Whole	Pine St	Bowdoin St	6:55AM	8:05AM
Bowdoin St	Whole	Western Prom	Neal St	6:55AM	8:10AM
Clifford St	Whole	Neal St	Vaughan St	6:55AM	8:10AM
Orchard St	Whole	Vaughan St	Fletcher St	6:55AM	8:10AM
Fletcher St	Whole	Orchard St	Danforth St	6:55AM	8:15AM

Clark St	Whole	Danford St	York St	6:55AM	8:25AM
Beach St	SB lane	Clark St	W Comm St	6:55AM	8:25AM
Commercial St	Middle turn lanes	Union St	Franklin St	7:00AM	8:45AM
Cutter St	Whole	E Prom Trail	E Promenade	7:30AM	10:30AM
Eastern Prom	Whole	Cutter St	Fore St	7:30AM	10:30AM
Fore St	Whole	Easter Prom	Franklin St	7:30AM	10:40AM
Franklin St	Whole	Fore St	Middle St	7:30AM	10:40AM
Middle St	Whole	Franklin St	Union St	7:30AM	10:40AM

The organizer will reach out to the many businesses along the race route, including businesses in the Start/Finish Line area, as well businesses along Center St, Middle Street, Fore Street, and Commercial Street to alert them to the street closures and traffic delays on Saturday morning. In the event the start of the Half Marathon is delayed, the ending times of the above street closures would also be delayed/pushed back.

For Commercial Street, the “west-bound” lane (Union St to Valley St) will be closed to traffic and used for runners. Police will close access to the east-bound lane to regular traffic starting at Valley St and West Commercial Street from 7:30 AM to 9:00 AM. However, Police will allow commercial vehicles that need access to the waterfront businesses. The waterside (east-bound lane) will only be open to vehicles coming from the waterfront businesses. A single row of barricades will be placed on Commercial St to divide the east and west bound lanes from Valley Street to Franklin Street. Vehicles will be permitted to cross over Commercial Street at the intersections of Park Street, Union Street, Pearl Street, and Franklin St (with police assistance, when space between runners allowed).

For Commercial Street proper (Union St to Franklin St), the runner’s lane will be down the “center turn lane” of Commercial Street. Two rows of barricades will be used. At this point along Commercial Street, there are 2 lanes for vehicles (westbound and eastbound – one on either side of the runners).

For streets near the beginning of the race route, Eastern Promenade and Fore Street (down to Hancock Street), a row of cones will be placed down the middle, and a runners lane will be setup on the water side of the street (so vehicles will still flow on the other side of the street).
For streets near the end of the race route, York Street (High Street to Center Street), a row of cones will be placed down the middle, and a runners lane will be set up on the water side of the street (so vehicles will still flow on the other side of the street).

Some streets will need to be posted "No Parking," including Spring Street, Center Street, Cross Street, Fore Street, Eastern Promenade Road, and possibly other streets along the race route. Cars parked illegally at these “No Parking” signs will be towed at the owner's expense.

In addition, the trails will have restricted use. Back Cove Trail, Eastern Prom Trail and Bayside Trail will need to be posted “Bicycles, Baby Strollers and Pets, not permitted on Trails during OPHM Race, Saturday, 7 – 10am.” Signs to be posted along the trails by organizer, a week in advance.

The City Manager is authorized to issue a revocable permit under Section 25-27 of the Municipal Code to the Shipyard Old Port Half Marathon & 5K organizer, for the use of the above-described area for said events, subject to the following conditions:

● PA Systems will be set up (announcements & music) and used at the race in a number of locations along the race route, including Spring Street (start and finish line area), Back Cove Parking Lot (off Preble St), Eastern Prom Trail (near Sewage Treatment Plant), Loring Memorial Park, and Harbor View Memorial Park. Music and announcements will be made while runners are passing by these locations (between the hours of 6:00 AM – 11:00 AM). Any and all public announcement (PA) and other speakers or amplifiers used to amplify music or other sound shall be maintained under A-weighted 85 decibels / C-weighted 95 decibels and be configured by the event organizer and the City to focus volume away from residential housing, limiting any sound impacts in residential areas;
● Race organizer shall indemnify the City and hold it harmless from and against all claims arising out of activities during said event, and shall take out and maintain public liability insurance coverage (as well as alcohol liability coverage) in the amount of at least $400,000 per occurrence for personal or bodily injury, death, or property for said purposes;
● Conditions for use of grounds, specified in a contract and permit issued from the Public Assembly Facilities Division, shall be adhered to;
● City permit fees, license fees, and costs for city staff assistance will be paid by the race organizer (race organizer will hire many Police Officers and Parking Control Officers to assist with street closures, detours, race intersections, Fire/EMS Officers to provide emergency medical services, and hire Public Assembly Facilities staff to oversee the Start/ Finish Line;
● The route of the course is subject to change, depending on construction projects along the course and Police recommendations leading up to and on race day.

The City Manager is also authorized to issue such other temporary licenses and temporary permits, including licenses for food service establishments and permits for sales of non-food related items, as may be required by the Portland City Code, provided that all applicable requirements of said code have been met regarding the operation of said Festival.

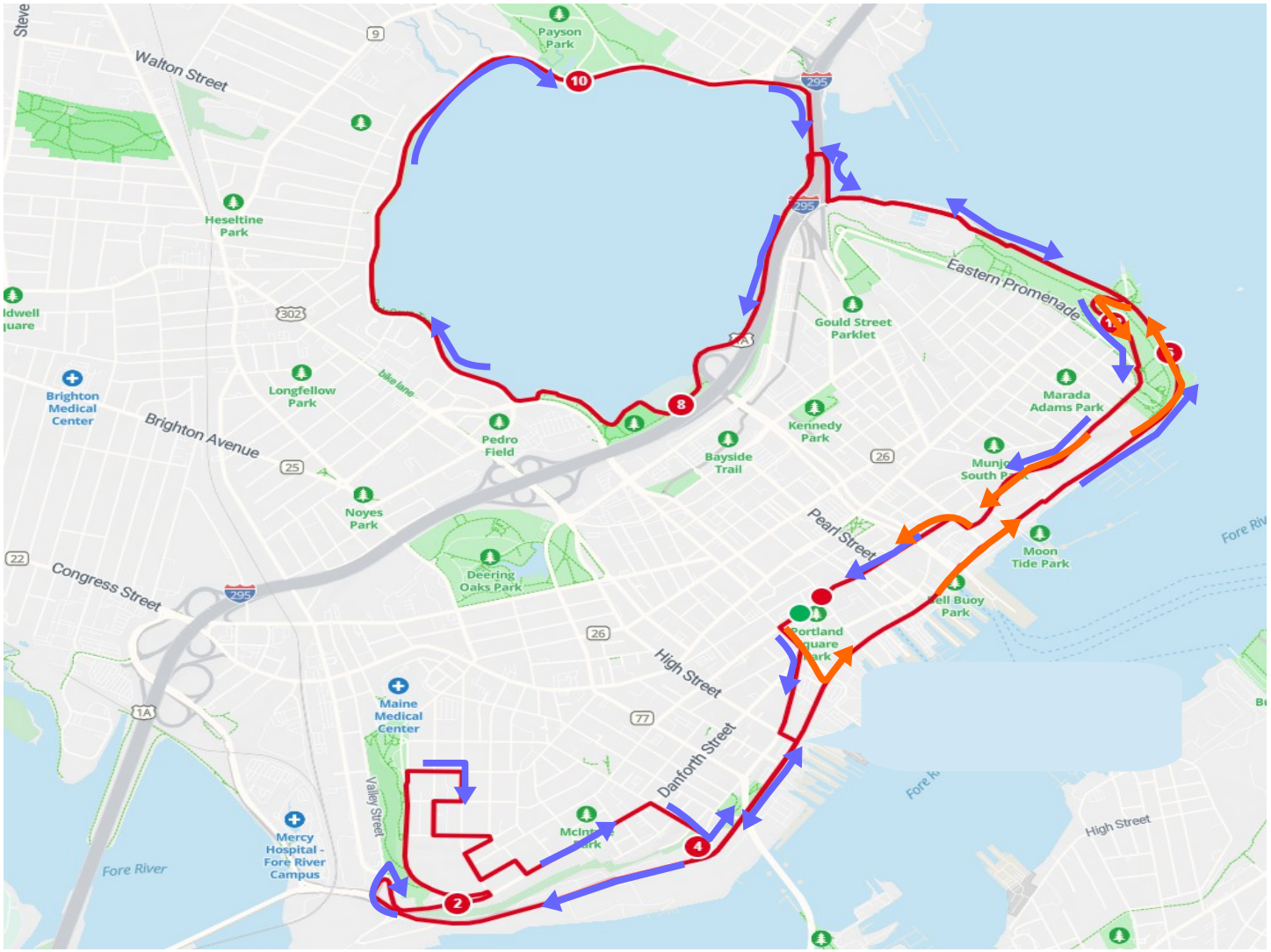
Attachments: Application, Area Impact Study, Course Maps

Document prepared by Andrew Keyek, Event Manager, PAFD

Old Port Half & 5K 2026

Half

5K



Old Port Half Marathon Turn-by-Turn Directions
Saturday, June 6th, 2026
Start: 7:00 AM

Start on Spring St between Center St and Union St
Left on Center St
Right on York St
Left on High St
Right on Commercial St
Straight on West Commercial St
Right on Valley St
Right on Danforth St
Left on Vaugn St
Left on Western Promenade
Right on Pine St
Right on Neal St
Right on Carroll St
Left on Chadwick St
Left on Bowdoin St
Right on Neal St
Right on Clifford St
Left on Vaughan St
Left on Orchard St
Right on Fletcher St
Left on Danforth St
Right on Clark St
Right on Beach St
Left on West Commercial St
Straight on Commercial St
Slight right on Eastern Promenade Trail at Franklin St/Commercial St intersection
Right on Bayside Trail
Slight right on Back Cove Trail
Run clockwise around Back Cove
Sharp right on Bayside Trail
Left on Eastern Promenade Trail
Right on Cutter St
Left on Eastern Promenade

Straight on Fore St
Right on Franklin St
Left on Middle St
Finish on Spring St between Union St and Center St

Old Port 5k Turn-by-Turn Directions
Saturday, June 6th, 2026
Start: 7:35 AM

Start on Spring St between Center St and Union St
Left on Center St
Left on Commercial St
Slight right on Eastern Promenade Trail at Franklin St/Commercial St intersection
Left on Cutter St
Left on Eastern Promenade
Straight on Fore St
Right on Franklin St
Left on Middle St
Finish on Spring St between Union St and Center St

Old Port Half Marathon & 5k Road Closure Sheet -- June 6th, 2026					
STREET CLOSED	**SIDE OF ROAD**	**FROM**	**TO**	**Close**	**Open**
Spring St	Whole	Center St	Union St	2:00AM	12:00PM
Cross St	Whole	Free St	Spring St	2:00AM	12:00PM
Center St	Whole	Spring St	Commercial St	6:45AM	8:00AM
York St	EB Lane (Water side)	Fore St	High St	6:45AM	7:30AM
High St	Whole	York St	Commercial St	6:45AM	7:30AM
Commercial St	WB Lane	Union St	Valley St	6:45AM	8:45AM
Valley St	Right NB Lane	West Commercial St	Danforth St	6:45AM	7:45AM
Danforth St	Whole	Valley St	Clark St	6:45AM	8:20AM
Vaughan St	Whole	Danforth St	Pine St	6:45AM	8:10AM
Western Prom	Whole	Vaughan St	Pine St	6:45AM	8:00AM
Pine St	Whole	Western Prom	Neal St	6:55AM	8:05AM
Neal St	Whole	Pine St	Clifford St	6:55AM	8:05AM
Carroll St	Whole	Neal St	Western Prom	6:55AM	8:05AM
Chadwick St	Whole	Pine St	Bowdoin St	6:55AM	8:05AM
Bowdoin St	Whole	Western Prom	Neal St	6:55AM	8:10AM
Clifford St	Whole	Neal St	Vaughan St	6:55AM	8:10AM
Orchard St	Whole	Vaughan St	Fletcher St	6:55AM	8:10AM
Fletcher St	Whole	Orchard St	Danforth St	6:55AM	8:15AM
Clark St	Whole	Danford St	York St	6:55AM	8:25AM
Beach St	SB lane	Clark St	West Commercial St	6:55AM	8:25AM
Commercial St	Middle turn lanes	Union St	Franklin St	7:00AM	8:45AM
Cutter St	Whole	Eastern Promenade Trail	Eastern Promenade	7:30AM	10:30AM
Eastern Promenade	Whole	Cutter St	Fore St	7:30AM	10:30AM
Fore St	Whole	Easter Promenade	Franklin St	7:30AM	10:40AM
Franklin St	Whole	Fore St	Middle St	7:30AM	10:40AM
Middle St	Whole	Franklin St	Union St	7:30AM	10:40AM

Position 1	Staffed By	Postion 2
Spring St @ Center St (west of intersection for start)	Officer 1 (EOD K9)	Sweep of beer garden
Spring St @ Union St (east of intersection for finish)	Officer 2	
Fore St @ Union St		
Fore St @ Center St		
Center St @ Fore St		
Danforth St @ York St		
York St @ High St	PCO 1	
Commercial St @ Park St	ARX Barriers (unstaffed)	
Danforth @ Clark St		
Valley St @ W. Commercial	Officer 3	
Vaughn St @ Danforth St		
Danforth St @ Valley St	Officer 4	
W Commercial St @ Beach St	Officer 5	
Commercial St @ Franklin	Officer 6	
Fore St @ Franklin	Officer 7	
Franklin St @ Middle St (south side)	PCO 2	
Franklin St @ Fore St (southbound / south side of intersect)	PCO 3	
Commercial St @ Center St	PCO 4	
Commercial St @ Pearl St	PCO 5	
Commercial St @ Union St	PCO 6	

parks, recreation & facilities

TIER III / SPECIAL EVENT
PUBLIC PARK AND SPACE

City of Portland, Public Assembly Facilities Division
221 Canco Road Suite A
Portland, Maine 04103
207-808-5434
Rusty Groh - rgroh@portlandmaine.gov

TIER III APPLICATION FEE $50.00
EXPECTED ATTENDANCE 2000+

PAYMENT MUST BE MADE WHEN SUBMITTING COMPLETED APPLICATION

(This is a transferable/non-refundable fee. If your event is permitted, the $50.00 will be credited toward your permit fee.)

For uses of city property, there are typically: 1) fees charged for use of the area, 2) a security deposit required, 3) insurance required and 4)Area Impact Study. There may be fees due and applications required from other City Departments.

TODAY'S DATE	3/3/2026	**ORGANIZATION NAME**	Ventures Endurance		
ADDRESS (Street/City/State/Zip)	6129 Airways Blvd Ste 1 Chattanooga, TN 37421				
CONTACT NAME(S)	Conner Dunn	**TITLE(S)**	Operations Manager		
PHONE	916-671-6534	**PHONE**		**PHONE**	
EMAIL	cdunn@venturesendurance.com	**EMAIL**		**EMAIL**	

PARK AREA / PUBLIC SPACE REQUESTED	Eastern Prom Trail, Bayside Trail, Back Cove Trail, Portland Streets, One Portland Square parking lots		
EVENT DAY(S) & DATE(S)	Saturday, 6/6/2026	**RAIN DAY(S) & DATE(S) (50% added fee)**	
OVERALL EVENT START & END TIME (When setup will begin until cleanup is expected to be complete.)	Friday 6/5: setup in One Portland Sq 7AM-5PM Saturday 6/6; 3:00am - 12:00pm on public streets	**EVENT START & END TIME**	7:00AM - 12:00PM

EVENT NAME	**EVENT CLASSIFICATION** Road Race, Parade, Public Assembly, Music Festival, Block Party	**EXPECTED ATTENDANCE**
Shipyard Old Port Half Marathon & 5k	Road Race	5,00 runners, 1,500 spectators

AREA IMPACT STUDY: Please be as specific as possible regarding the area of public space/park that you would like to permit and please describe the event in detail using the **AREA IMPACT STUDY(AIS) CHECKLIST**.**(add link to guide.)**

AIS CHECKLIST	**COMPLETED**
1. Description of event. Brief description of event and event history so that all departments may better understand your event request. (Downloadable format)	X
2. Permits. Include all applicable permits from all pertinent city departments.(Fire,Police,City clerk…)	X
3. Detailed site plans. Include maps of venue, parade and course routes, parking/shuttle plans, evacuation plans… (Downloadable format)	X
4. Event components. Event time frame, sound levels, neighborhood impacts, road closures, security/police, EMS services. (Downloadable format)	X

IS THERE A REGISTRATION FEE/PLEDGES COLLECTED FOR THIS EVENT?	**Please check:** X **FEE** _____ **PLEDGES**	
IF YES FOR FEES, HOW MUCH?	**FEE**	$ 24 - 109

	STUDENT FEE	$ N/A

PLEASE CHECK OFF AND ANSWER:

		X-YES	X-NO	AIS
	Fees for Police, Fire/EMS or Parking Control Staff will be invoiced by those individual departments & should be paid to them directly.			
*	Are you setting up a **canopy(s)?** (10'x10' size or smaller) **How many?** 20	x		
*	Do you wish to set up a **tent(s)** and/or **stage(s)?** A canopy/tent or stage larger than 10'x10' needs a Temporary Tent or Stage Permit issued by Building Inspections. For permit application, please go to: https://content.civicplus.com/api/assets/376697a8-b6ac-4a4c-babc-9dbcf1e61eb8 or contact the Permitting and Inspections Department at buildinginspections@portlandmaine.gov or 207-874-8703 for more information. PLEASE apply at least 2-weeks before your event. **Tent/Stage Size(s):** **Exact Location(s) of Tent/Stage Placement Requested:** *** In order to drive tent stakes into the ground, DIG SAFE must be contacted: 888-344-7233. ***	x		Permit Required Include on Site Plan
*	Will you be setting up **tables and/or chairs?** How many tables: 60 chairs: 20	x		Include on Site Plan
*	Are other items or equipment being placed on City property? (i.e. Moon Bounce, Dunk Tank, Radio Station Van, Helium Tank, etc.) Please List: **Arch, traffic cones, barricades**	x		Include on Site Plan
*	Will there be **refreshments** at the event? Do you wish to **sell food?** If so, you will need approval from PAFD and possibly a Temporary Food Service License from the Business Licensing Office. PLEASE provide them at least 2 weeks advance notice (207-874-8557). **List food and drink / Food Trucks, etc.:** PLEASE NOTE: A Temporary Food Service License is NOT needed when: 1. Food Vendors have a current City of Portland Food License 2. Just pre-packaged refreshments, or food & drink items are purchased or donated from a licensed establishment 3. Bottled water / water is served A TFSL is needed when food vendors are not licensed or when food is being prepared and cooked at the event.	x		License Required Include on Site Plan
*	Do you wish to sell **non-food items** (like T-shirts, crafts, cd's, etc.)? If so, please apply for a Street Goods Vendor License(s) at the Business Licensing Office (207-874-8557) – 2 week notice. **List items you wish to sell:** shirts, hats, stickers	X		License Required Include on Site Plan
*	Do you wish to sell or provide **Alcohol? If yes**, you must complete the application for a Liquor License specific to your event through the State of Maine and submit the application to the City of Portland Business office first. Application will need City of Portland's approval prior to going to the State. Questions?please contact the Division of Liquor Licensing and Enforcement at (207) 624-7220/email- MaineLiquor@maine.gov.	X		License Required
*	Are you setting up a **PA (sound) system?** Are you planning on having **Amplified Music? Band? DJ? Boom Box?** If so, your event may require a concert license. PAFD will advise upon review of your application. Amplified speech (i.e. Press Conference) does not require the license, however, a Sound Security Deposit may be required. There are time restrictions for amplified music/speech in Downtown Parks & Squares: limited to 11:45am – 1:15pm and 1 hour between 5pm - 8pm.	X		License Required Include on Site Plan & Event Components
*	Will your event require **electricity**? Electricity is available at Deering Oaks Park, Monument Square, Congress Square, Tommy's Park, Post Office Park, Payson Park, Preble Street Grass Area, Eastern Prom, Fort Allen Park, and Lincoln Park. A $40 activation fee is required.		X	
*	Are you planning on bringing a **Grill for a Barbecue**? Grilling is subject to weather conditions and possibly Fire Dept. review.		x	
*	Will the event require **reserved parking spaces / parking meters**? How many? 300 "No Parking" signs may be purchased at the PAFD Office, 212 Canco Rd.	x		
*	Will your event need **safety vests, signs, barricades and/or cones**? **Please list what you would like to borrow/rent:** 195 barricades Limited safety vests, cones & barricades may be borrowed/rented from PAFD Office. Traffic signs may be borrowed/rented from Public Works if needed (207-874-8493).	X		
*	Will your event require **street closures**? Will your event affect **METRO BUS ROUTES**? (Please be specific under "Description of Event") yes, road closures will be required	X		Include on Event Components

*	Will your event require **Police** assistance? An event such as a road race, march or parade in the street, would typically require police assistance. To reserve & hire an Officer(s) to be on site at your event, please visit: https://portlandmaine-portal.app.transform.civicplus.com/forms/26740	X		Required
*	Will your event require **Fire/EMS** assistance? (For a large walk/race, it may be required.) To hire or inquire about hiring city Fire/EMS staff to be on site, please email fireprevention@portlandmaine.gov well in advance of the event. For general questions, you may also call 207-874-8400.	X		Required
*	Will your event require **Parking Control** assistance? To hire a Parking Control Officer(s) to be on site at your event, please call 207-874-8910 well in advance to arrange.	X		
*	Will your event require **portable-restroom** rental(s) or need existing porta-restrooms cleaned? (Some of the parks already have porta-restrooms. Event participants may use these, but a $25 fee is assessed for events where attendance is 150 or more.) Porta-restrooms may be rented from any of the local companies. Units currently on site are through Associated Septic. **1 unit/50 people when serving alcohol 1 unit/75 people with no alcohol**	X		Include on Site Plan
*	Will your event require waste management and recycling? What is the waste management plan? (2) 30 yd dumpsters will be placed on Cotton St. Garbage to Garden or a similar will be used to all waste management to include recycling and composting	x		Include on Site Plan & Event Components
	For events where more than two thousand (2,000) individuals anticipated to gather or participate in the event or activity in the park, the **permittee shall provide a bond in the form of cash, certified check or surety bond from a surety company qualified to do business in the State of Maine in an amount of not less than two thousand dollars ($2,000.00). Such a bond shall be utilized to guarantee cleanup of the area and shall be applied against claims by the city for excessive damage to real or personal property in the park.**	X		Required

	INSURANCE CERTIFICATE INFORMATION			
*	Will your event require liability Insurance? (Commercial liability insurance is required for a walkathon, race, festival, press conference, concert, etc. Product liability insurance is also required if the event has been approved for serving food.)	X		Required

♦ If you answered YES, you shall procure and maintain occurrence-based Commercial General Liability and Product Liability Insurance, when required, in an amount not less than Four Hundred Thousand Dollars ($400,000.00) per occurrence for bodily injury, death and property damage. You shall name the City of Portland as an additional insured or shall obtain a general liability extension endorsement, for coverage only in those areas where government immunity has been expressly waived by 14 M.R.S. A. § 8104-A, as limited by § 8104-B, and § 8111. The terms of this permit and the insurance coverage shall not be deemed a waiver of any defenses, immunities or limitations of liability or damages available to the CITY under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, common law, or any other defenses, immunities or limitations of liability available to the City. You shall also be responsible for any and all deductibles and/or self-insured retentions.

♦ Both the **Certificate of Insurance** and **Additional Insured Endorsement** shall be sent to rgroh@portlandmaine.gov and must state that the policy is endorsed to name the City of Portland as an additional insured pursuant to the date of the event (and rain date).

PUBLIC ASSEMBLY FACILITIES DIVISION POLICIES

EVENT REVIEW

The PAFD Office holds a monthly meeting where proposed events are discussed and reviewed by City Departments. For some events, organizers will be asked to present before the committee. Some potential factors may necessitate your event receive City Council approval.

ELECTRICITY

All cords in the public way must be covered by rugs, mats or orange cones to avoid public hazard. If weather is inclement (drizzle, rain, snow, etc.) we require that you **not use** electricity, unless all connections and equipment are covered and protected from the elements. If a generator is used, please take all necessary measures to ensure safe operation. Bring a fire extinguisher, set generator up away from activities (and combustibles), store fuel source away from the generator and keep children away from the generator.

BARBECUES - GAS GRILLS ONLY

Only GAS GRILLS are allowed in parks/public spaces – i.e. No Charcoal Grills or open burning. Barbecuing must first be approved by PAFD Office and is subject to weather conditions, and possible further review by the Fire Dept. Grills must be set up away from children's activities. You are required to have a fire extinguisher with in the grilling area.

PORTA-RESTROOMS / BATHROOM FACILITIES

Porta-Restrooms are required for large events and events where refreshments are being served. Some of Portland's parks already have portable restrooms from Associate Septic on site (*Preble Street Grass Area at the Preble Street Parking Lot – across from Hannaford's, *Entrance to Dyer's Flat – beside Payson Park, *Deering Oaks Park – Playground + Ravine, *East End Beach - Winter & Early Spring: Just EEB.) If over 150 people are expected to attend the event, a $25 user fee is required (paid to PAFD). If extra units are rented by the organizer, then no additional user fee is assessed. Porta-restrooms are cleaned M, W, & F. If you would like to guarantee that they are cleaned just prior to your event, then you need to

call the porta-restroom company (Associated Septic / Royal Flush, 207-799-1980, M-F) to request and pay for a cleaning. If renting units, the organizer has the option of renting from Associated Septic / Royal Flush, or from other local companies.

TRASH

All groups must abide by our Carry In/ Carry Out Policy. Please bring extra trash bags and/or trash receptacles and remove all trash.
Do not use existing trash barrels or the metal liners inside. You will need to haul all of your trash out of the park/public space or forfeit the security deposit(s). Please recycle whenever possible, (please do not use Styrofoam - it is NOT recyclable). The area will be checked following your event; if the park is clean and conditions for use adhered to, your security deposit will be returned to you. Thank you in advance!

MARKING OF GROUNDS

Please DO NOT mark city property in any permanent way.
DO NOT use SPRAY PAINT or SPRAY CHALK. DO NOT STAPLE or NAIL anything to trees.
Children's Art Chalk can be used on hardscape areas with permission from PAFD Office. Tape may also be used.
If markings remain for more than a few rain storms, event organizers are responsible for removing them.
If city staff or contractors need to remove the markings, event organizers are responsible for the cost of staff time and materials.
You may also place signs on stakes in the grass areas bordering trails/race routes (when applicable).
Please remove all signage immediately following the event.

USE OF CANDLES

It is preferred that LED lighted candles or glow sticks are used. If flammable candles are used this may need to be approved by the Portland Fire Department. Please make sure all candles have drip protectors to prevent wax from dripping on hardscape surfaces, which may cause permanent stains/damage. Please make sure all candles are extinguished before being thrown away. Please collect all spent candles so there is no trash left behind. Please take safety precautions: bring a fire extinguisher, gallon of water, etc. in case of fire. **Any damage** (dripped wax absorbed into hardscape causing stains, etc.) **will result in a forfeiture of your security deposit.**

ADA COMPLIANCE

Event organizer must comply with the Americans with Disabilities Act (ADA) and the Maine Human Rights Act (MHRA), including maintaining the permitted use area and all public rights-of-way accessible during the entirety of the permitted event. In the event the permitted area is rendered inaccessible to disabled persons, and/or by request of PAFD staff, the organizer shall act immediately to provide accessibility. All requests to provide interpretive services shall be the responsibility of the organizer to provide and pay for such services. The organizer shall defend, indemnify, and hold the City harmless from any and all liability and damages resulting from alleged violations of the ADA and/or MHRA.

PARKING ON GRASS AREAS / SIDEWALKS / ILLEGALLY PARKED VEHICLES

Vehicles are prohibited from parking on grass areas/sidewalks/park streets (unless specifically approved by city staff). $20 will be deducted from your security deposit for each vehicle parked on grass/sidewalk areas or vehicles parked illegally. **Any tire ruts/damage to the grass areas will result in a forfeiture of your security deposit.**

RESERVED PARKING

To reserve parking for your event, please contact the PAFD Office (808-5400 x0). Staff will review your request and can issue you "No Parking" signs ($25 each*). You will need to label signs and tape them to meters or signposts AT LEAST 24 HOURS PRIOR TO YOUR EVENT. (NOTE: If event is on a Sunday or Monday, NP Signs may need to be posted on the preceding Friday by Noon.) Please do not cover up coin slots on meters. If the reserved parking area has no actual parking meters, you may need to tape signs to sign posts, utility poles, trees, or orange cones (placed on the sidewalk beside the street). Please make sure signs are removed once the event is complete.

FIREWORKS

Organizers wishing to have fireworks as part of their event must contact the Portland Fire Department directly. Permits will need to be obtained through the Portland Fire Department, the State of Maine and possibly through the US Coast Guard.

ALCOHOL / SMOKE-FREE ZONES

By city ordinance, smoking a cigar, cigarette, pipe, marijuana, electronic cigarette, electronic cigar, electronic pipe, or other similar product that relies on vaporization or aerosolization, is prohibited at and within 20 feet of the following outdoor recreation and event areas: downtown squares and plazas, trails, parks, playgrounds, beaches, and athletic facilities. Consumption of alcohol is prohibited in public spaces unless specifically approved by City Council. Please inform all participants / attendees.

AMPLIFIED SOUND POLICY

Outdoor events with amplified sound may require an Entertainment License from the PAFD Office.
If the Police Dept./City Staff receive noise complaints, they will respond accordingly.
Please set the PA System up with speakers facing away from businesses/residences to lessen impact.
Please keep volume levels low out of consideration for nearby residents and businesses.
The Permittee (organizer) shall not allow the sound emanating from the event to exceed an A-weighted 85 decibels / C-weighted 95 decibels. One verbal warning shall be issued if the sound has been found to have exceeded those limits. The warning may be given to the sound board operator or the organizer/organizer's designee. If the decibel limit is found to have been exceeded a second time during the same event, the entertainment license (or permission to use a bullhorn/PA system) shall be immediately suspended, the PA system / amplification / bullhorn turned off, and the sound security deposit forfeited.

CANCELATION POLICY

Events must be canceled with PAFD prior to the event date in order to be eligible for a refund.
If canceled within 2 weeks of the scheduled event date, a $75 cancellation fee may be charged.

NOTIFICATION
Please keep a copy of your event permit on site at all times. City staff may require proof of permit. If there are members of the public in the reserved space upon arrival, please present the permit as proof of reservation & approved usage. If you need assistance, please contact the Police Department at (207) 874-8574.. You may put up temporary A-frame signs to alert the public to your event or place signage on orange cones, etc. Signs are to be up DAY OF EVENT ONLY. Please remove all signage immediately following the event. Please call Portland Police Dept. (874-8574) on the day of your event to remind them it is taking place. Please notify any nearby neighborhoods, businesses, including restaurants that may have tables out for dining, to alert them to your event.

STREET CLOSURE NOTIFICATION
Should an event involve a Street Closure, lasting longer than an hour, PAFD Office requires organizers to give advanced notification to area businesses, residents and bus companies (in the form of a "Street Closure Sign Off Sheet"). If an event impacts METRO Buses, the organizer (in advance) must discuss detour plans with Parks Rec and Facilities..

REVOCABLE PERMIT
♦ The City reserves the unconditional right to control or cancel events to protect and/or prohibit damage to public property. ♦ The City reserves the unconditional right to revoke or revise an issued permit. ♦ Police or City Staff on site may use their discretion to revise conditions of use.

I HAVE READ AND UNDERSTAND ALL OF THE ABOVE POLICIES	TYPE INITIALS	CD	DATE	3/3/2026

ASSUMPTION OF RISK & LIABILITY
Users of the area agree to accept the grounds in an "as is" condition and shall be responsible for all risk and liability in using the park/public space area for the said event. By returning this form (should permission be granted to use city property), the above parties agree to indemnify, defend, and hold harmless the City of Portland, its employees and agents, from and against all claims arising out of activities during said event.

I have read the Assumption of Risk & Liability Agreement	TYPE INITIALS	CD	DATE	3/3/2026

PLEASE INITIAL & DATE HIGH-LIGHTED YELLOW BOXES ABOVE.

PLEASE RETURN FORM AT LEAST 60 DAYS IN ADVANCE TO:

♦ Public Assembly Facilities Div. ~ 212 Canco Rd. ~ Portland ~ ME ~ 04103 **EMAIL PREFERRED:** rgroh@portlandmaine.gov

FEE SCHEDULE – UPDATED JULY 1, 2019

Fees are tiered and assigned based on the level of demand placed on City resources and impact on City infrastructure.

Simple Event (no registration fee): $75/hour	Electricity (activation/deactivation) Fee: $40/flat
Event with registration or pledges & attendance 25 - 300: $125/hr	Porta Restroom User Fee (if attendance is 150+): $25
Event with registration or pledges & attendance 301+: $225/hr	Entertainment License: $50
Film/Photo Shoot: $150/day	Barricades: $5/ea. Rental Fee + $25/ea. Security Deposit
Public Space/Park Security Deposit: $100 - $1000	Bike Racks: $10/ea. Rental Fee + $25/ea. Security Deposit
Sound Security Deposit: $100 - $1,000	Flashing Lights: $10/ea. Rental Fee + $40/ea. Security Deposit
Impact/Street Closure Fee (variable based on impact): $100-$500	Cones: $2/ea. Rental Fee + $15/ea. Security Deposit
Staff Fee (on site event support): $37/hour	Safety Vests: $15/ea. Security Deposit
Administrative Fee (event coordination support): $40/hour or more	Keys: $50/ea. Security Deposit
Reserved Parking: $25 each space	Equipment Delivery Fee: $100 or more
Cancelation Fee: $75	Fortification Fee: TBD

TOTAL AMOUNT(S) DUE TO PUBLIC ASSEMBLY FACILITIES DIVISION (Please make all security deposit checks out separately)			
Permit Fee for use of area: Number of Hours of Use: **Approx.**	$	Entertainment License Fee:	$
		Equipment Rental Fee:	$
Staff Fee (on site event support):	$	Public Space / Park / Sound Security Deposit:	$
Admin. Fee (event coordination support):	$	Borrowed / Rented Equipment Deposit:	$
Electricity Fee (activation/deactivation):	$	Additional Fees: (Porta-Restroom User Fee, "No Parking" Signs, etc.)	$
Impact/Street Closure Fee (variable based on impact):	$		

CITY OF PORTLAND ACCEPTS CASH, CHECK, MONEY ORDER AND CREDIT / DEBIT CARDS FOR PAYMENT

Checks should be made payable to City of Portland

There will be a 2.65% processing fee added to all Debit / Credit Card transactions.

FOR OFFICE USE ONLY							
APPLICATION FEE:	$ 25.00	PERMIT FEE:	$	SECURITY DEPOSIT:	$	INSURANCE NEEDED?	Y / N
DATE RECEIVED:		DATE RECEIVED:		DATE RECEIVED:		DATE RECEIVED:	

Merchandise

-Do you wish to sell **non-food items** (like T-shirts, crafts, cd's, etc.)**?** If so, please apply for a Street Goods Vendor License(s) at the Business Licensing Office (207-874-8557)
https://content.civicplus.com/api/assets/9ef5d795-ac26-4794-9e38-c2f0bb9c9f04?cache=1800

Tents/Stages

-Do you wish to set up a **tent(s)** and/or **stage(s)?** A canopy/tent or stage larger than 10'x10' needs a Temporary Tent or Stage Permit issued by Building Inspections
https://content.civicplus.com/api/assets/376697a8-b6ac-4a4c-babc-9dbcf1e61eb8

Alcohol sales

-Do you wish to sell **alcohol**? You must complete the application for a Liquor License specific to your event through the State of Maine and submit the application to the City of Portland Business Licensing office first. Application will need City of Portland's approval prior to going to the State. Questions?please contact the Division of Liquor Licensing and Enforcement at (207) 624-7220/email-MaineLiquor@maine.gov. https://www.maine.gov/dafs/bablo/liquor-licensing/license-and-permit-applications

Food Sales -

Will there be food vendors? If so, you must apply for a Temporary Food Service License from the Business Licensing Office.
https://content.civicplus.com/api/assets/12f35a2a-e2a4-4d87-bf05-9ec89545e996?cache=1800

Police -

Will your event require **Police** assistance?
https://portlandmaine-portal.app.transform.civicplus.com/forms/26740

Fire/EMS -

Will your event require **Fire/EMS** assistance? Email Fire Department - fireprevention@portlandmaine.gov

Old Port Police Posts			
Police #	**Street Location**	**Start Time**	**End Time**
Post 1	Fore St & Center St	6:00AM	8:00AM
Post 2	W Commercial St & Valley St	6:00AM	9:00AM
Post 3	Clark St & Danforth St	6:30AM	8:30 AM
Post 4	Commercial St & Franklin St	6:45AM	10:45AM (last runner)
Post 5	Commercial St & Franklin St	6:45AM	8:45AM

Notes
Stop any WB traffic on Fore St and EB traffic on Pleasant St. Once last runner (5k) turns left onto commercial (appx 7:45AM) allow traffic to egress EB on Fore St/Center St intersection.
WB W Commercial St Closed. Commercial vehicles only allowed on W Commercial St only to access waterfront. Follow behind last runner until they are through Commercial St/Franklin and onto Easter Prom Trail. Ensure safe passage/cleanup of barricade on Commercial St
Stop traffic down Clark St and down Danforth
Vehicle cross over. Vehicles will be allowed to use EB/WB Commerical St lanes. Cross vehicles over as safety permits. Once last runner has made it to to Eastern Prom Trail, repositiion to Franklin/Middle to assist PCO on traffic diverson. Follow last runner up Middlle street to the finish line
Vehicle cross over. Vehicles will be allowed use EB/WB Commerical St lanes. Cross vehicles over as safety permits

Old Port PCO Pos			
PCO #	**Street Location**	**Start Time**	**End Time**
Post 1	Danforth St & York St	6:00AM	8:00AM
Post 2	York St & High St	6:00AM	8:30AM
Post 3	W Commercial St & Beach St	6:30AM	8:30AM
Post 4	Danforth St & Valley St	6:30AM	8:00AM
Post 5	Vaughan St & Danforth St	6:30AM	8:30AM
Post 6	Commercial St & Center St	6:30AM	8:45AM
Post 7	Commercial St & Union St	6:30AM	8:45AM
Post 8	Commercial St & Pearl St	6:30AM	8:45AM
Post 9	Franklin St & Fore St (NB)	7:00AM	10:45AM
Post 10	Franklin St & Middle St (SB)	7:00AM	10:45AM
Post 11	Union St & Spring St	7:00AM	10:45AM
Post 12	Oak St & Spring St	6:30AM	8:00AM

ts
Notes
Stop any EB traffic on Danforth St. York St is closed to all traffic from 6:45am to 8:00am
Stop all traffic on York St and High St. York St EB traffic can only turn left onto High St. Once Last runner has made their way onto Commericial St from High St (appx 7:20AM), close off High St so no vehicle traffic can access Commercial St. Access to commercial can be reopened once last runner comes through Commercial St heading EB (appx 8:30AM). EB traffic can flow on York St to Danforth St at 8:00am
EB Commercial vehicle only crossing point. Allow vehicles to turn left onto Beach to access Casco Bay Bridge
Stop all traffic heading EB on Danforth at Valley St
Stop traffic on Danforth and traffic up Western Prom
WB Comercial St closed. Make sure no vehicle traffic heads up Center St
Vehicle cross over from EB commercial lanes and all WB commercial traffic needs to be turned right
Vehicle cross over from EB/WB commercial lanes
No vehicle traffic down EB Fore st or NB on Franklin St. All NB Franklin st traffic needs to be turned left down Fore St
SB Franklin St traffic must turn left at Middle st or turnaround. Middle st closed west of Franklin
Middle St closed. Place barricade at Temple St and Union St. Waterfront traffic will be allowed to cross until 7:45AM. Hard closure of Middle St at 7:40AM. All other waterfront traffic will be detoured and allowed to exit Waterfront area via EB Fore St towards Center St starting at 7:40AM when 5k runners are on Commerical St
Spring St traffic closed at Oak St. Through traffic not allowed, local access only. Vehicle traffic will be allowed to flow EB on Spring St once last runner is onto Commercial St

MEMORANDUM
City Council Agenda Item

FROM: Andrew Ransom Keyek

DATE: April 14, 2026

SUBJECT: Order 191-25/26 Declaring June 20, 2026 the Pride Portland! Parade and Festival - Sponsored by Danielle P. West, City Manager

SPONSOR: Danielle P West, City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading 5/4/2026 **Final Action 5/4/2026**

Can action be taken at a later date: No Organizer needs event approval for planning pursposes.

Does this item involve a new contract with the City: No

PRESENTATION: Event organizers and a member of the Parks, Recreation and Facilities Management team will be on hand to answer any questions.

I. SUMMARY

Order Declaring June 20th 2026 as Pride Portland! Parade & Festival

II. AGENDA DESCRIPTION

Pride Portland would like to host their Parade & Festival again in Portland. The event will take place this year on June 20th 2026. There will be a parade down Congress Street, High Street and Park Avenue followed by a festival at Deering Oaks Park. The parade will start at 1:30 pm and the festival will start at 1:30 pm and last until 7 pm. The festival will consist of music, speakers, food trucks, non food vendors and a beer garden.

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

III. BACKGROUND

Pride Portland has a long standing history holding the parade & festival.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

City Council declaring Pride Portland! Parade & Festival on Saturday June 20th 2026.

V. FINANCIAL IMPACT

All permit, impact, staffing costs and license fees for the festival will be paid for by the event organizers.

VI. STAFF ANALYSIS AND BACKGROUND

The Public Assembly Facilities Division has worked with the organizers on various events in our parks and public spaces and we are confident in their ability to host the festival and parade.

VII. RECOMMENDATION

It is recommended the order be passed.

VIII. LIST ATTACHMENTS

1. Consent Item - Declaring Pride Portland! Parade and Festival 2026
2. 2026 Barricade List - PRIDE!
3. 2026 Festival Map
4. 2026 Pride Impact Statement
5. 2026 Pride Parade Route (1)

6. Council Memo - Pride Festival and Parade 2026
7. 2026 Pride Street Closures
8. 2026 Festival application

Prepared by:
Andrew Ransom Keyek
Date: 04/14/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER DECLARING JUNE 20, 2026 THE PRIDE PORTLAND! PARADE AND FESTIVAL

ORDERED, that June 20, 2026, from 9:00 a.m. to 7:00 p.m. is hereby declared to be the Pride Portland! Parade and Festival, sponsored by Pride Portland!; and

BE IT FURTHER ORDERED, that that the Pride Portland! Parade and Festival area shall be Monument Square, City Hall Plaza, One City Center sidewalk, Preble Street (from Cumberland Ave. to Congress Street), Federal Street Extension, and Center Street (Free Street to Congress Street) for the Parade starting at 11:30 a.m., and Deering Oaks Park for the Festival, 11:30 a.m. to 5:00 p.m.; and

BE IT FURTHER ORDERED, that Congress Street (Exchange Street to High Street, 10:30 a.m. to 12:30 p.m.), High Street (Spring Street to Park Avenue, 10:30 a.m. to 12:30 p.m.), Park Avenue (Forest Avenue to Deering Avenue, 11:00 a.m. to 2:30 p.m.), and State Street Extension (Forest Avenue to Park Avenue, 11:00 a.m. to 2:30 p.m.) shall be closed on Festival day for the Parade; and

BE IT FURTHER ORDERED, that No Parking signs will be posted on Park Avenue (Deering Oaks side from State Street to Deering Avenue), Congress Street (both sides from Exchange Street to High Street), and High Street (both sides from Congress Street to Park Avenue) on Festival day; and

BE IT FURTHER ORDERED, that vehicles in violation of the "no parking" signs in the Festival Area shall be towed at owner's expense; and

BE IT FURTHER ORDERED, that the Pride Portland! Parade and Festival Area shall be closed to licensed street vendors as provided in §19-17 and §19-22 of the Portland City Code; and

BE IT FURTHER ORDERED, that the City Manager is authorized to issue a revocable permit to Pride Portland! under §§25-26—25-28 of the Portland City Code to conduct said Festival, subject to the direction and control of the City Manager and to the following specific conditions:

1. Pride Portland! shall defend, indemnify and hold harmless the City of Portland, its officers and employees, from and against all claims arising out of or resulting from the Festival and/or use of City streets and property for said Festival, and shall procure and maintain public liability insurance in the minimum amount of $1,000,000 per occurrence for personal or bodily injury, death or property damage and covering the obligation of indemnification hereunder. Pride Portland! shall provide the City with a certificate showing evidence of such insurance and showing the City as an additional insured on said insurance;

2. Pride Portland! will operate a Beer Garden in Deering Oaks Park, vending wine and beer, from 11:30 a.m. to 4:30 p.m. on the day of the Festival, with Portland Public Assembly staff monitoring the entrance and exit; Shipyard Brewing Company Limited Liability Company is applying for the Off-Premises Liquor Catering License;

3. Pride Portland! shall comply with all Public Assembly Facilities Division Conditions for use of grounds, and requirements for food service, vending sales, tent and stage installations and other items specified in that permit shall be adhered to, but the Public Assembly Facilities Division fees for the use of the park are waived;

4. Pride Portland! shall have sole authority over participating vendors at the Festival and may charge a fee to vendors for the opportunity to vend at the Pride Portland! Parade and Festival;

5. In addition, the Business Licensing Office shall charge the usual fees for licensing food vendors, and street goods vendors for the Festival to those vendors Pride Portland! has agreed shall participate; and

6. Public Assembly Facilities Division concert license conditions shall be complied with and any and all amplified music and public announcements shall be maintained at a reasonable noise level (under 85 decibels) and be configured by the event organizer to focus volume away from residential housing and neighboring business, limiting any impact in the area by the sound level; and

BE IT FURTHER ORDERED, that the City Manager is authorized to waive fees and to issue such other temporary licenses, including licenses for food service establishments, as may be required by the Portland City Code, provided that all other applicable Code requirements for the operation of the Festival have been met.

- **2 volunteers: Park Ave. @ High St. (Big Apple lot 2 Park Ave)**
- **1 volunteer: Park Ave. @ State St.**
- **1 volunteer: State St. Ext. @ Deering Oaks exit**
- **1 volunteer: Mellen St. @ Park Ave.**
- **2 volunteers: Park Ave. @ Deering Ave.**
- **1 volunteer: Mellen St. @ Grant St.**

Additional volunteers may be utilized at the organizers discretion. This is a minimum requirement.

BARRICADES WILL BE UTILIZED AT THE FOLLOWING LOCATIONS:

6 barricades: Congress @ Myrtle St.
2 barricades: Preble @ Cumberland Ave.
2 barricades: Preble @ Congress St.
2 barricades: Temple@ Free St.
4 barricades: Exchange@ Federal St. 2 each on north and west
2 barricades: Center @ Free St.
2 barricades: Brown @ Congress St. (one on each side of intersection)
2 barricades: Casco @ Shepley St.
1 barricade: Congress @ Casco St.
2 barricades: Oak @ Congress St. (one on each side of intersection)
4 barricades: Forest @ Congress St.
2 barricades: Forest @ Cumberland Ave westbound
3 barricades: High @ Spring St.
4 barricades: High @ Congress St.
1 barricades: High @ Deering St.
1 barricade: Cumberland @ High St. westbound
1 barricade: Cumberland @ High St. eastbound
3 barricades: Cumberland @ State St. eastbound
2 barricades: YMCA parking lot on High St.
2 barricades: Grant @ State St.
2 barricades: Grant @ High St.
2 barricades: Park @ High St. westbound
6 barricades State St. Ext. @ Forest Ave.
1 barricade: Park Ave at Mellen St. eastbound
2 barricades: Park @ Deering Ave. eastbound
2 barricade: Mellen @ Grant St.
2 barricades: Deering Oaks exit by Tiqa Cafe

Additional barricades may be utilized at the organizers discretion. This is a minimum requirement. 16


Deering Ave
The Castle
Beer Garden
Deering Oaks Park
Food Trucks
Farmer's Market until 1pm
State St
Deering Oaks Pond
Family Area
Main Stage
Festival Booths
Parking lot
Park Ave
Apartment Locator | Johnson Realty
The Iris Network
Trees N Driveways
Mellen St
Google
Map data ©2026 | Map data ©2026 | Powered by Esri

TIER III / SPECIAL EVENT
PUBLIC PARK AND SPACE Extended

DESCRIPTION OF EVENT: Please be specific regarding the area of public space/park requested and describe EVENT in detail. Please include a detailed map of the proposed event area, proposed route &/or proposed street closures when applicable.

Pride Parade: Saturday, June 20, 2026 11:30 pm Kick-Off. Parade forms up on Preble Street (between Cumberland and Congress), Center Street (from Free to Congress), and Monument Square. Congress Street will additionally be closed to Myrtle street for registration to take place in front of City Hall. Parade goes down Congress Street to High Street, Park Avenue to Mellen Street intersection, onto sidewalk and pathway to Deering Oaks. Organizers will hire some Police Officers and PCO's to assist with traffic control. Many volunteers will staff the parade route intersections (barricades). A few of the streets will need to be posted “No Parking.” SOUND PERMIT needed. **Street closers needed:** Federal Street, Preble Street, Brown Street, Center Street, Casco Street, Free Street, Oak Street, Forest Avenue, High Street, Congress Street, Elm Street, Federal Street.

Pride Festival: Saturday, June 20, 2026 11:30 – 4pm. Festival is held in Deering Oaks Park (located on the Park Avenue and Bowling Green Path side of the Oaks) and includes the use of the grass areas and Bowling Green Path, a large stage will be erected on the grass beside the path (near the pond), and electricity at nearby green box for entertainment (DJ's and bands). SOUND PERMIT and ELECTRICITY needed.

Stage comes in on the Friday before, gets removed on Sunday or Monday. Many tables are set up on the grass as well as some canopies.

We will have food trucks and non-food vendors at the festival. There will also be some gas grills used for cooking. The food trucks will park on the main thorough path through the park (NOT on grass). The Bowling Green will be used only for blanket seating.

Organizers will rent a number of porta-restrooms with 30+ to be positioned on the grass area just to the side of the Bowling Green Path. Parking spaces along Park Avenue, park side from State Street and extending to Deering Avenue will need to be set aside for the festival.

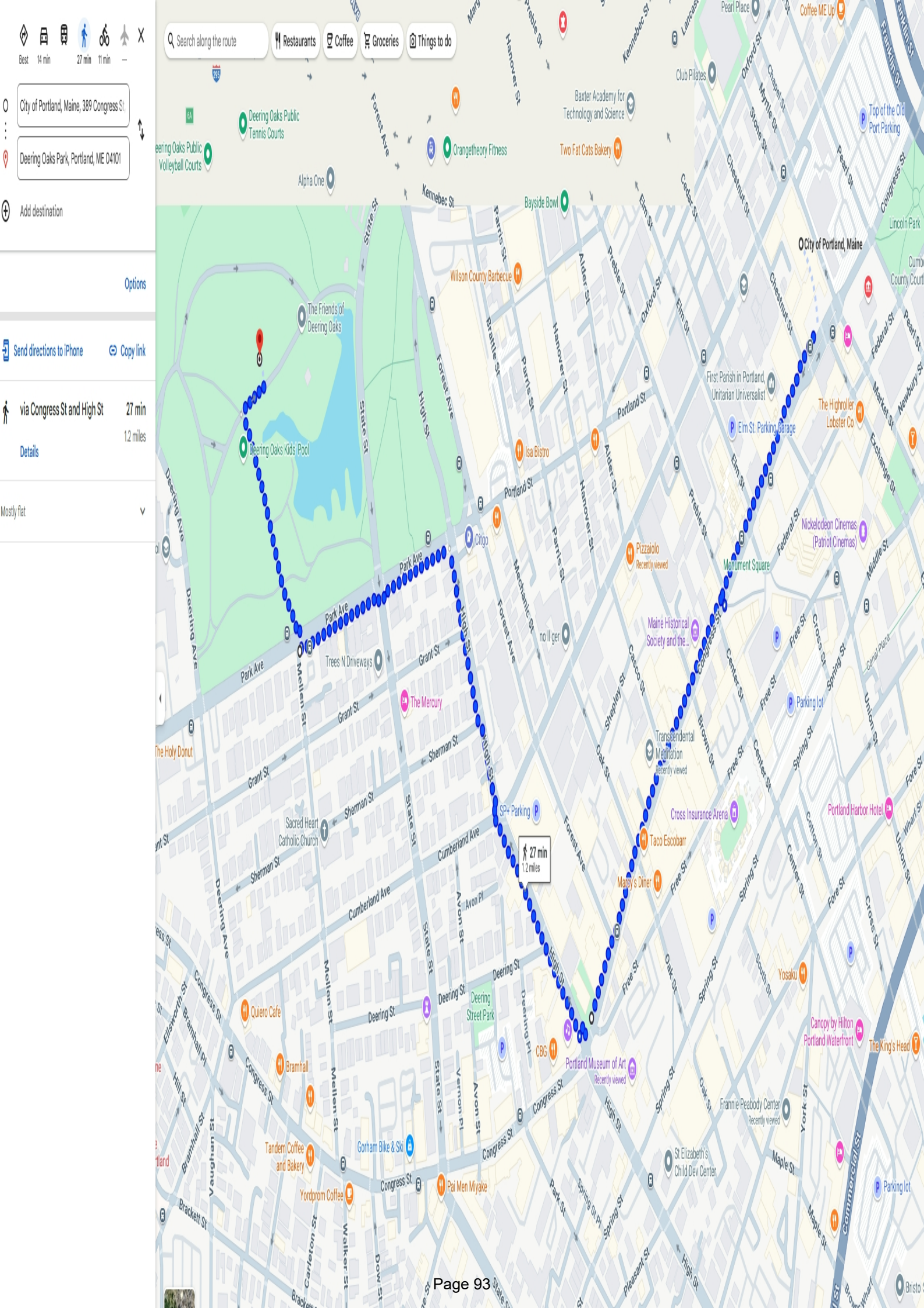
A Beer Garden will be set up in the park, past the vendor tables, separate from the stage area. The festival organizers will secure a licensed vendor to serve alcohol. Only guests 21+ will be admitted to the beer garden. It will run from 12:00-4:00, with a last call. Additionally, 4+ porta-restrooms will be inside of the beer garden. The pavilion stage will be used for the beer garden DJ. Generator needed for power.

The Farmers Market will also be in Deering Oaks, therefore the area could be congested with pedestrians as well

as vehicles. However the Farmers Market has agreed to move their location to the triangle adjacent to Deering Ave, allowing Market Row to be used for Food Trucks.

WHAT WILL BE THE ANTICIPATED NEED FOR PARKING AND WHAT IS YOUR PARKING PLAN

We will need parking for Pride Portland Staff and Event Suppliers on the day. Requested parking locations are the boat launch at Deering Oaks Pond for staff and Mellen Street and Park for Event Supplier POD units. In 2025 Garbage to Gardens requested 2 parking spaces on Park Ave to be reserved for their Trucks.


Best
14 min
27 min
11 min
City of Portland, Maine, 389 Congress St
Deering Oaks Park, Portland, ME 04101
Add destination
Options
Send directions to iPhone
Copy link
via Congress St and High St
27 min
1.2 miles
Details
Mostly flat
Search along the route
Restaurants
Coffee
Groceries
Things to do
Deering Oaks Public Tennis Courts
Deering Oaks Public Volleyball Courts
Orangetheory Fitness
Two Fat Cats Bakery
Baxter Academy for Technology and Science
Alpha One
Bayside Bowl
Wilson County Barbecue
The Friends of Deering Oaks
Deering Oaks Kids' Pool
Citgo
Isa Bistro
Trees N Driveways
The Mercury
The Holy Donut
Sacred Heart Catholic Church
SP+ Parking
27 min
1.2 miles
Quiero Cafe
Bramhall
Tandem Coffee and Bakery
Gorham Bike & Ski
Yordprom Coffee
Pai Men Miyake
Deering Street Park
CBG
Portland Museum of Art
Recently viewed
Pizzaiolo
Recently viewed
no li ger
Maine Historical Society and the...
Transcendental Meditation
Recently viewed
Taco Escobarr
Mabey's Diner
Cross Insurance Arena
Parking lot
Monument Square
First Parish in Portland, Unitarian Universalist
Elm St. Parking Garage
The Highroller Lobster Co
Nickelodeon Cinemas (Patriot Cinemas)
Portland Harbor Hotel
Yosaku
Canopy by Hilton Portland Waterfront
The King's Head
Frannie Peabody Center
Recently viewed
St Elizabeth's Child Dev Center
Parking lot
City of Portland, Maine
Lincoln Park
Club Pilates
Top of the Old Port Parking
Coffee ME Up
Pearl Place
Park Ave
Deering Ave
State St
High St
Forest Ave
Grant St
Sherman St
Cumberland Ave
Congress St
Mellen St
Deering St
Avon St
Vernon Pl
Deering Pl
Brackett St
Carleton St
Walker St
Dow St
Bramhall Pl
Ellsworth St
Hill St
Kennebec St
Portland St
Parris St
Alder St
Hanover St
Preble St
Oxford St
Elm St
Cedar St
Chestnut St
Federal St
Pearl St
Market St
Exchange St
Middle St
Free St
Center St
Spring St
Union St
Fore St
Oak St
Shepley St
Brown St
Casco St
Mechanic St
Forest Ave
Park St
Pleasant St
Maple St
York St
Commercial St
Wharf St
Canal Plaza
Deering Oaks
Forest Ave
Kennebec St
Hanover St
Preble St
Franklin St
Myrtle St
Cherry St
Stone St
Oxford St
Chestnut St
Congress St
Pearl St
Federal St
Newbury St
Market St
Exchange St
Middle St
Union St
Fore St
Wharf St
Commercial St
Spring St
Free St
Center St
Oak St
Brown St
Casco St
Shepley St
Mechanic St
Forest Ave
Park St
Pleasant St
Maple St
York St
Deering Ave
State St
High St
Forest Ave
Grant St
Sherman St
Cumberland Ave
Congress St
Mellen St
Deering St
Avon St
Vernon Pl
Deering Pl
Brackett St
Carleton St
Walker St
Dow St
Bramhall Pl
Ellsworth St
Hill St
Kennebec St
Portland St
Parris St
Alder St
Hanover St
Preble St
Oxford St
Elm St
Cedar St
Chestnut St
Federal St
Pearl St
Market St
Exchange St
Middle St
Union St
Fore St
Wharf St
Commercial St
Spring St
Free St
Center St
Oak St
Shepley St
Brown St
Casco St
Mechanic St
Forest Ave
Park St
Pleasant St
Maple St
York St

Parks, Recreation and Facilities Management
Ethan Hipple
Director
Andy Downs
Public Assembly Facilities Director
April 13, 2026

TO: Danielle West, City Manager
FROM: Andrew J. Downs, Director of Public Assembly Facilities Division
DATE: April 13, 2026
RE: **Council Agenda Item – Pride Festival and Parade 2026**

I am requesting that the following order be placed on the next City Council agenda:

Order authorizing and declaring Pride Festival and Parade 2026 to be held Saturday, June 20,2026 as a Festival.

Date: April 13, 2026

Pride Parade: Saturday, June 20, 2026, 11:30pm Kick-Off. The parade forms up on Preble Street (between Cumberland and Congress), Center Street (from Free to Congress), and Congress Street from Monument Square to Myrtle/Market Street. ***A new extended closure of Congress Street to Exchange will allow organizers to do parade registration safely and efficiently in front of city hall in the plaza***. Parade goes down Congress Street to High Street, Park Avenue to Mellen Street intersection, onto sidewalk and pathway to Deering Oaks. Organizers will hire Police Officers and PCO's to assist with traffic control. Many volunteers will staff the parade route intersections (barricades). A few of the streets will need to be posted "No Parking." Entertainment Licenses needed. Street closers needed: Federal Street, Preble Street, Brown Street, Center Street, Casco Street, Free Street, Oak Street, Forest Avenue, High Street, Congress Street and State Street Extension.

Pride Festival: Saturday, June 20, 2026 11:30am – 5pm. The festival is held in Deering Oaks Park and includes the use of the grass areas and Bowling Green Path, Market Row and Bandstand Stage. A large stage will be erected on the grass beside the path (near the pond), and electricity at nearby green box for entertainment. Entertainment License and ELECTRICITY needed.

Stage comes in on the Friday before, gets removed on Sunday or Monday. Many tables are set up on the grass as well as some canopies.

We will have food trucks and non-food vendors at the festival. There will also be some gas grills used for cooking. The food trucks will park on Market Row. The Bowling Green will be used only for blanket seating.

Organizers will rent a number of porta-restrooms with 10+ to be positioned on the grass area just to the side of the Bowling Green Path and by the bandstand. A large number of parking spaces along Park Avenue, park side from State Street will need to be set aside for the festival producers.

A Beer Garden will be set up in the park, near the Bandstand, separate from the stage area. The festival organizers will secure a licensed vendor to serve alcohol. Only guests 21+ will be admitted to the beer garden. It will run from 11:30am-4:30pm, with a last call. Additionally, 2 porta-restrooms will be inside of the beer garden. A DJ will be set up on the bandstand and will utilize a generator for power.

Trash Plan: The organizer will provide trash and recycling containers and will be responsible for the removal and site clean.

Security: Portland Police Department will be hired. Beer gardens will be staffed with contracted staff hired from liquor license holder. One City Staff (Public Assembly Facilities) Event Manager will be staffed for the event.

Emergency Medical Service: Portland Fire Department will be hired.

Power: The majority of the power will use existing sources around the site as well as portable generators.

Stages: One stage will be erected on the grass beside the path (near the pond), and electricity at nearby green box for entertainment (DJs and bands). Entertainment License and ELECTRICITY needed.

Food Services: The food trucks will park on Market Row after the Farmer's Market breakdown.

Alcohol: One beer garden will be located inside **Deering Oaks Park.** The beer garden will have a secure entry/exit and will be staffed by Pride and Definitive Brewing.

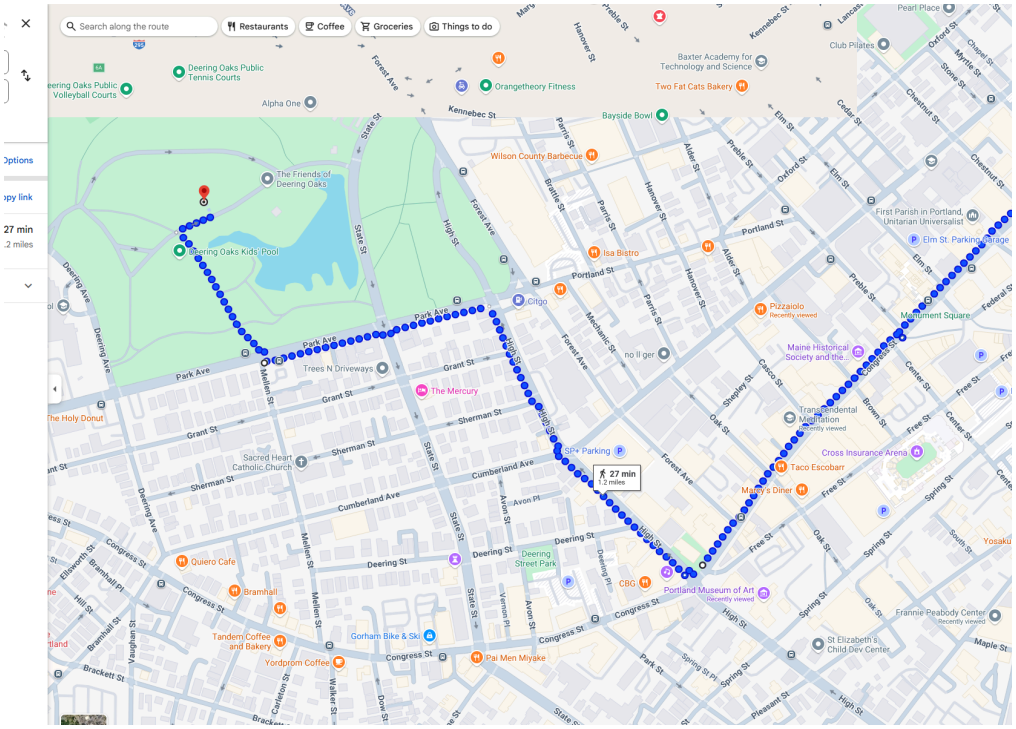
Portable Restrooms: The organizers will provide a bank of portable restrooms in the food truck area and inside the beer garden.

The City Manager is authorized to issue a revocable permit under Section 25-27 of the Municipal Code to the Pride 2026 organizer, for the use of the
above-described area for said events, subject to the following conditions:

- Under no circumstances may alcoholic beverages be sold or consumed on City of Portland right-of-ways during said event, other than what is approved by City Council – taking place in the designated beer garden.
- PA Systems will be used at the stage and Deering Bandstand Stage (voice & music). Any and all public announcement (PA) and other speakers or amplifiers used to amplify music or other sound shall be maintained under 85 dB A's and be configured by the event organizer and the City to focus volume away from residential housing, limiting any sound impacts in residential areas;
- Organizer shall indemnify the City and hold it harmless from and against all claims arising out of activities during said event, and shall take out and maintain public liability insurance coverage (as well as alcohol liability coverage) in the amount of at least $1,000,000 per occurrence for personal or bodily injury, death, or property for said purposes;
- Conditions for use of grounds, specified in a contract and permit issued from the Public Assembly Facilities Division, shall be adhered to;
- Organizer shall have sole authority over participating vendors at the events and may charge a fee to vendors for the opportunity to vend at the Festival;
- City permit fees will be waived for the parade. Permit fees, license fees, and partial costs for city staff assistance will be paid by the organizer (organizer will hire Police Officers and Medical Officers to assist with the festival and hire Public Assembly Facilities staff to oversee Festival;
- Times are subject to change depending on weather etc.

The City Manager is also authorized to issue such other temporary licenses and temporary permits, including licenses for food service establishments and permits for sales of non-food related items, as may be required by the Portland City Code, provided that all applicable requirements of said code have been met regarding the operation of said Festival.

Document prepared by Andrew Ransom-Keyek, PAFD Event Manager



Parade route in blue.

CONGRESS STREET
(Closed 1030-1230 hours**)**
Congress Street east and westbound will be closed from Elm Street to High Street

HIGH STREET
(Closed 1030-1230 hours)
High Street will be closed from Spring Street to Park Avenue

PARK AVENUE
(Closed 1100-1430 hours)
Park Avenue will be closed in both directions (east / west) from Forest Avenue to Deering Avenue

STATE STREET EXTENSION
(Closed 1100-1430 hours)
State St. Extension will be closed from Forest Ave to Park Avenue

Additionally, there will be 16 "NO PARKING" signs posted along Park Avenue (Deering Oaks side) between State and Deering for load in and load out only.

CONGRESS STREET
(Closed 1030-1300 hours**)**
Congress Street east and westbound will be closed from Exchange Street to High Street

HIGH STREET
(Closed 1030-1300 hours)
High Street will be closed from Spring Street to Park Avenue

PARK AVENUE
(Closed 1100-1300 hours)
Park Avenue will be closed in both directions (east / west) from Forest Avenue to Deering Avenue

STATE STREET EXTENSION
(Closed 1100-1430 hours)
State St. Extension will be closed from Forest Ave to Park Avenue

Additionally, there will be "NO PARKING" signs posted along Park Avenue (Deering Oaks side) between State and Deering

parks, recreation & facilities

PERMIT APPLICATION
USE OF PUBLIC SPACE / CITY PARK

City of Portland Public Assembly Facilities Division
212 Canco Road Suite A
Portland, Maine 04103
(207) 808-5434
Rusty Groh - rgroh@portlandmaine.gov

APPLICATION FEE $25.00
EXPECTED/ESTIMATED ATTENDANCE 25 - 2,000
PAYMENT MUST BE MADE WHEN SUBMITTING COMPLETED APPLICATION

(This is a transferable/non-refundable fee. If your event is permitted, the $25.00 will be credited toward your permit fee.)

For uses of city property, there are typically: 1) fees charged for use of the area, 2) a security deposit required, and 3) insurance required. There may be additional fees due and applications required from other City Departments.

TODAY'S DATE	**4/09//26**	**ORGANIZATION NAME**	**Pride Portland!**		
ADDRESS (Street/City/State/Zip)	**PO Box 11141 Portland, ME 04104**				
CONTACT NAME(S)	**Tanner Skilton & Max Brinn**	**TITLE(S)**	**Chair & Secretary**		
PHONE	**Tanner: (802) 793-8494**	**PHONE**	**Max: (207) 809-9624**	**PHONE**	
EMAIL	**chair@prideportland.org**	**EMAIL**	**secratary@prideportland.org**	**EMAIL**	

PARK AREA / PUBLIC SPACE REQUESTED	**Portland Streets (Mon Square/Preble St/Fed St Ext) –PARADE Deering Oaks Park (north side of Pond & Ravine)**		
EVENT DAY(S) & DATE(S)	**June 20, 2026 Parade & Festival**	**RAIN DAY(S) & DATE(S) (50% added fee)**	
OVERALL EVENT START & END TIME (When setup will begin until cleanup is expected to be complete.)	Parade: 11:30am-12:30pm Festival 11:30pm-4:00pm	**EVENT START & END TIME**	

EVENT NAME	**EXPECTED ATTENDANCE**
Pride Portland Parade & Festival	**20,000**

DESCRIPTION OF EVENT: Please be specific regarding the area of public space/park requested and describe EVENT in detail. Please include a detailed map of the proposed event area, proposed route &/or proposed street closures when applicable.

Attached 1. Description of event. Brief description of event and event history so that all departments may better understand yourAttached
event request. (Downloadable format)
2. Permits. Include all applicable permits from all pertinent city departments.(Fire,Police,City clerk...)

Attached
3. Detailed site plans. Include maps of venue, parade and course routes, parking/shuttle plans, evacuation plans... Attached

(Downloadable format)

4. Event components. Event time frame, sound levels, neighborhood impacts, road closures, security/police, EMS Attached

IS THERE A REGISTRATION FEE/PLEDGES COLLECTED FOR THIS EVENT? Please check: ___Yes_____ FEE _____PLEDGES

IF YES FOR FEES, HOW MUCH?	**FEE**	$ TBD	**STUDENT FEE**	$

PLEASE CHECK OFF AND ANSWER:

	PLEASE SEE ATTACHED FEE SCHEDULE / DEPT. INFORMATION IF YOU ANSWER YES	**X-YES**	**X-NO**	**X-NOT SURE**
*	Are you setting up a **canopy(s)?** (10'x10' size or smaller) **How many?**	**X2**		
*	Do you wish to set up a **tent(s)** and/or **stage(s)?** A canopy/tent or stage larger than 10'x10' needs a Temporary Tent or Stage Permit issued by Building Inspections. For permit application, please go to:Tent/Stage Permit Checklist or contact the Permitting and Inspections Department at (207) 874-8703 or email buildinginspections@portlandmaine.gov . PLEASE apply at least 30 days before your event. **Tent/Stage Size(s):** **Exact Location(s) of Tent/Stage Placement Requested:** *** In order to drive tent stakes into the ground, DIG SAFE must be contacted: (888) 344-7233. ***	X-Stage		
*	Will you be setting up **tables and/or chairs?** Number of tables**:** Number of chairs**:**	**X TBD Festival Vendors**		
*	Are other items or equipment being placed on City property? (Moon Bounce, Dunk Tank, Radio Station Van, Helium Tank, etc.) **Please List:**	**X Beer Garden**		
*	Will there be **refreshments** at the event**?** Do you wish to **sell food?** If so, you will need approval from the Parks, Recreation and Facilities Department and possibly a Temporary Food Service License from the Business Licensing Office. PLEASE provide them at least 30 days advance notice (207) 874-8557. Application For Temporary Food Service **List food and drink / Food Trucks, etc.:** PLEASE NOTE: A Temporary Food Service License is **NOT** needed when: 1. Food Vendors have a current City of Portland Food License. 2. Just pre-packaged refreshments, or food & drink items are purchased or donated from a licensed establishment. 3. Just bottled water / water is served. A TFSL is needed when food vendors are not licensed or when food is being prepared and cooked at the event.	X Food Trucks		
*	**Do you wish to sell non-food items (like T-shirts, crafts, cd's, etc.)?** If so, please apply for a Street Goods Vendor License(s) at the Business Licensing Office. PLEASE provide them at least 30 days advance notice (207) 874-8557. Street Goods Vendor Permit Application **Please list items you wish to sell:**	**X – Main Stage performance and DK at Beer Garden**		

*	Are you setting up a **PA (sound) system?** Are you planning on having **Amplified Music? Band? DJ? Boom Box?** If so, your event may require an Entertainment License. PAFD will advise upon review of your application. Amplified speech (i.e. Press Conference) does not require the license, however, a Sound Security Deposit may be required. There are time restrictions for amplified music/speech in Downtown Parks & Squares: limited to 11:45am – 1:15pm and 1 hour between 5pm - 8pm.	X – Deering Oak Park & Congress Sqr Park		
*	Will your event require **electricity**? Electricity is available at Deering Oaks Park, Monument Square, Congress Square, Tommy's Park, Post Office Park, Payson Park, Eastern Promenade Park, Fort Allen Park, and Lincoln Park. A $45 activation fee is required.	X TBD		
*	Are you planning on bringing a **barbeque grill**? Grilling is subject to weather conditions and possibly Fire Dept. review.	XTBD		
*	Will the event require **reserved parking spaces / parking meters**? How many**?** "No Parking" signs may be purchased at the PAFD Office.	X 200		
*	Will your event need **safety vests, signs, barricades and/or cones**? **Please list what you would like to borrow/rent:** Limited safety vests, cones & barricades may be borrowed/rented from PAFD Office.	X Barricades & Cones		
*	Will your event require **street closures**? (Please be specific under "Description of Event") Will the closure effect **METRO BUS ROUTES**?	X0 Listed in Event description		
*	Will your event require **Police** assistance? An event such as a road race, march or parade in the street would typically require police assistance. To reserve & hire an Officer(s) to be on site at your event, please visit: Hire an Officer	X Yes		
*	Will your event require **Fire/EMS** assistance? (For a large walk/race, it may be required.) To hire or inquire about hiring city Fire/EMS staff to be on site, please email fireprevention@portlandmaine.gov well in advance of the event. For general questions, you may also call (207) 874-8400.	X Yes		
*	Will your event require **Parking Control** assistance? To hire a Parking Control Officer(s) to be on site at your event, please call (207) 874-8910 well in advance to arrange.		X N0	
Fees for Police, Fire/EMS or Parking Control Staff will be invoiced by those individual departments & should be paid to them directly.				
*	Will your event require **portable-restroom** rental(s) or need existing porta-restrooms cleaned? (Some of the parks already have porta-restrooms. Event participants may use these, but a $75 fee is assessed for events where attendance is 150 or more.) Porta-restrooms may be rented from any local companies.		X No	In event site plan

INSURANCE CERTIFICATE INFORMATION				
*	Will your event require liability insurance? (Commercial liability insurance is required for a walkathon, race, festival, press conference, concert, etc. Product liability insurance is also required if the event has been approved for serving food.)	X		
	♦ If you answered YES, you shall procure and maintain occurrence-based Commercial General Liability and Product Liability Insurance, when required, in an amount not less than Four Hundred Thousand Dollars ($400,000.00) per occurrence for bodily injury, death and property damage. You shall name the City of Portland as an additional insured or shall obtain a general liability extension endorsement, for coverage only in those areas where government immunity has been expressly waived by 14 M.R.S. A. § 8104-A, as limited by § 8104-B, and § 8111. The terms of this permit and the insurance coverage shall not be deemed a waiver of any defenses, immunities or limitations of liability or damages available to the CITY under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, common law, or any other defenses, immunities or limitations of liability available to the City. You shall also be responsible for any and all deductibles and/or self-insured retentions. ♦ Both the **Certificate of Insurance** and **Additional Insured Endorsement** shall be sent to rgroh@portlandmaine.gov and must state that the policy is endorsed to name the City of Portland as an additional insured pursuant to the date of the event (and rain date).			

PUBLIC ASSEMBLY FACILITIES DIVISION POLICIES

EVENT REVIEW

The PAFD Office holds a monthly meeting where proposed events are discussed and reviewed by City Departments. For some events, organizers will be asked to present before the committee. Some potential factors may necessitate your event receiving City Council approval.

ELECTRICITY

All cords in the public way must be covered by rugs, mats or orange cones to avoid public hazard. If weather is inclement (drizzle, rain, snow, etc.) we require that you **not use** electricity, unless all connections and equipment are covered and protected from the elements. If a generator is used, please take all necessary measures to ensure safe operation. Bring a fire extinguisher, set generator up away from activities (and combustibles), store fuel source away from the generator, and keep children away from the generator.

BARBECUES - GAS GRILLS ONLY

Only GAS GRILLS are allowed in parks/public spaces (i.e. NO CHARCOAL GRILLS or OPEN BURNING). Barbecuing must first be approved by PAFD Office and is subject to weather conditions - and possible further review by the Fire Dept. Grills must be set up away from children's activities. You are required to have a fire extinguisher within the grilling area.

PORTA-RESTROOMS / BATHROOM FACILITIES

Porta-Restrooms are required for large events and events where refreshments are being served. Some of Portland's parks already have portable restrooms from on site (**Back Cove** - Preble Street grass area by the parking lot (across from Hannaford's), **Payson Park** - entrance to Dyer's Flat beside playground & near the courts, **Deering Oaks Park** - playground + ravine areas, **Eastern Promenade Park** at East End Beach & near the courts, and **Riverton Trolley Park**.) If over 150 people are expected to attend the event, a $75 user fee is required (paid to PAFD). If extra units are rented by the organizer, then no additional user fee is assessed.

TRASH

All groups must abide by our Carry In/ Carry Out Policy. Please bring extra trash bags and/or trash receptacles and remove all trash. Do not use existing trash barrels or the metal liners inside. You will need to haul all of your trash out of the park/public space or forfeit the security deposit(s). Please recycle whenever possible. (Please DO NOT USE STYROFOAM. It is NOT recyclable.) The area will be checked following your event; if the park is clean and conditions for use adhered to, your security deposit will be returned to you in full. Thank you in advance!

MARKING OF GROUNDS

Please DO NOT mark city property in any permanent way.
DO NOT use SPRAY PAINT or SPRAY CHALK. DO NOT STAPLE or NAIL anything to trees.
Children's Art Chalk can be used on hardscape areas with permission from PAFD Office. Tape may also be used. If markings remain for more than a few rain storms, event organizers are responsible for removing them.
If city staff or contractors need to remove the markings, event organizers are responsible for the cost of staff time and materials. You may also place signs on stakes in the grass areas bordering trails/race routes (when applicable).
Please remove all signage immediately following the event.

USE OF CANDLES

It is preferred that LED lighted candles or glow sticks are used. If flammable candles are used this may need to be approved by the Portland Fire Department, please make sure all candles have drip protectors to prevent wax from dripping on hardscape surfaces, which may cause permanent stains/damage. Please make sure all candles are extinguished before being thrown away. Please collect all spent candles so there is no trash left
behind. Please take safety precautions: bring a fire extinguisher, gallon of water, etc. in case of fire. **Any damage** (dripped wax absorbed into hardscape causing stains, etc.) **will result in a forfeiture of your security deposit.**

ADA COMPLIANCE

Event organizers must comply with the Americans with Disabilities Act (ADA) and the Maine Human Rights Act (MHRA), including maintaining the permitted use area and all public rights-of-way accessible during the entirety of the permitted event. In the event the permitted area is rendered inaccessible to disabled persons, and/or by request of PAFD staff, the organizer shall act immediately to provide accessibility. All

requests to provide interpretive services shall be the responsibility of the organizer to provide and pay for such services. The organizer shall defend, indemnify, and hold the City harmless from any and all liability and damages resulting from alleged violations of the ADA and/or MHRA.

FIREWORKS

Organizers wishing to have fireworks as part of their event must contact the Portland Fire Department directly. fireprevention@portlandmaine.gov Permits will need to be obtained through the Portland Fire Department, the State of Maine and possibly through the US Coast Guard.

PARKING ON GRASS AREAS / SIDEWALKS / ILLEGALLY PARKED VEHICLES

Vehicles are prohibited from parking on grass areas/sidewalks/park streets (unless specifically approved by city staff). $35 will be deducted from your security deposit for each vehicle parked on grass/sidewalk areas or vehicles parked illegally. Any tire ruts/damage to the grass areas will result in a forfeiture of your security deposit.

RESERVED PARKING

To reserve parking for your event, please contact the PAFD Office (207) 808-5400. Staff will review your request and can issue you “No Parking” signs ($35.00/each*). You will need to label signs and tape them to meters or signposts AT LEAST 24 HOURS PRIOR TO YOUR EVENT. (NOTE: If the event is on a Sunday or Monday, NP Signs may need to be posted on the preceding Friday by noon.) Please do not cover up coin slots on meters. If the reserved parking area has no actual parking meters, you may need to tape signs to sign posts, utility poles, trees, or orange cones (placed on the sidewalk beside the street). Please make sure signs are removed once the event is complete.

ALCOHOL / SMOKE-FREE ZONES

By city ordinance, smoking a cigar, cigarette, marijuana, pipe, electronic cigarette, electronic cigar, electronic pipe, or other similar product that relies on vaporization or aerosolization, is prohibited at and within 20 feet of the following outdoor recreation and event areas: downtown squares and plazas, trails, parks, playgrounds, beaches, and athletic facilities. Consumption of alcohol is prohibited in public spaces unless specifically approved by the Parks,Recreation & Facility Department Staff. Please inform all participants / attendees.

AMPLIFIED SOUND POLICY

Outdoor events with amplified sound may require an Entertainment License from the PAFD Office. Entertainment License Application If the Police Dept./City Staff receive noise complaints, they will respond accordingly. Please set the PA System up with speakers facing away from businesses/residences to lessen impact. Please keep volume levels low out of consideration for nearby residents and businesses. The Permittee (organizer) shall not allow the sound emanating from the event to exceed an A-weighted 85 decibels / C-weighted 95 decibels. One verbal warning shall be issued if the sound has been found to have exceeded those limits. The warning may be given to the sound board operator or the organizer/organizer’s designee. If the decibel limit is found to have been exceeded a second time during the same event, the entertainment license (or permission to use a bullhorn/PA system) shall be immediately suspended, the PA system / amplification / bullhorn turned off, and the sound security deposit forfeited.

CANCELLATION POLICY

Events must be canceled with PAFD prior to the event date in order to be eligible for a refund.
If canceled within 2 weeks of the scheduled event date, a $75 cancellation fee may be charged.

NOTIFICATION

Please keep a copy of your event permit on site at all times. City staff may require proof of permit.
If there are members of the public in the reserved space upon arrival, please present the permit as proof of reservation & approved usage. If you need assistance, please contact the Police Department at (207) 874-8574..
You may put up temporary A-frame signs to alert the public to your event or place signage on orange cones, etc. Signs are to be up DAY OF EVENT ONLY. Please remove all signage immediately following the event.
Please call the Police Dept. at (207) 874-8574 on the day of your event to remind them it is taking place.
Please notify any nearby neighborhood businesses - including restaurants that may have tables out for dining - to alert them to your event.

STREET CLOSURE NOTIFICATION
Should an event involve a Street Closure, lasting longer than an hour, PAFD Office requires organizers to give advanced notification to area businesses, residents and bus companies (in the form of a “Street Closure Sign Off Sheet”). If an event impacts METRO Buses, the organizer (in advance) must discuss detour plans with METRO.

HANDBILLS
No person shall post or otherwise attach any handbill, circular, or paper sign to or upon any sidewalk, crosswalk, curb, curbstone, street lamppost, hydrant, tree, shrub, tree stake or guard, trash receptacle, railroad trestle, utility pole or wire appurtenance, or any light pole, public bridge, drinking fountain, street sign or traffic sign, or upon any other object lawfully located in the street right-of-way per City of Portland Code of Ordinances, Chapter 17, Sec. 17-3.

REVOCABLE PERMIT				
The City reserves the unconditional right to control or cancel events to protect and/or prohibit damage to public property. The City reserves the unconditional right to revoke or revise an issued permit. Police or City Staff on site may use their discretion to revise conditions of use.				
I HAVE READ AND UNDERSTAND ALL OF THE ABOVE POLICIES	**TYPE INITIALS**	**TS**	**DATE**	

ASSUMPTION OF RISK & LIABILITY				
Users of the area agree to accept the grounds in an “as is” condition and shall be responsible for all risk and liability in using the park/public space area for the said event. By returning this form (should permission be granted to use city property), the above parties agree to indemnify, defend, and hold harmless the City of Portland, its employees and agents, from and against all claims arising out of activities during said event.				
I have read the Assumption of Risk & Liability Agreement	**TYPE INITIALS**	**TS**	**DATE**	

PLEASE INITIAL & DATE HIGH-LIGHTED YELLOW BOXES ABOVE.

4

FEE SCHEDULE – UPDATED January 2026 **Fees are tiered and assigned based on the level of demand placed on City resources and impact on City infrastructure.**	
Simple Event (no registration fee): $75/hour Event with registration or pledges & attendance 25 - 300: $150/hr. Event with registration or pledges & attendance 301+: $250/hr. Film/Photo Shoot: $150/day Public Space/Park Security Deposit: $100 - $1,000 Sound Security Deposit: $100 - $1,000 Impact/Street Closure Fee (variable based on impact): $100-$500 Staff Fee: Event Manager - $45/hr Event Staff - $25-$29/hr Administrative Fee (event coordination support): $45/hr. (or more) “No Parking” Signs: $35/ea. Event Cancellation Fee: $75	Electricity (activation/deactivation) Fee: $45/flat Porta Restroom User Fee (if attendance is 150+): $75 Entertainment License: $50/day Barricades: $5/ea. Rental Fee + $25/ea. Security Deposit Bike Racks: $10/ea. Rental Fee + $25/ea. Security Deposit Flashing Lights: $10/ea. Rental Fee + $40/ea. Security Deposit Cones: $2/ea. Rental Fee + $15/ea. Security Deposit Safety Vests: $15/ea. Security Deposit Keys: $50/ea. Security Deposit Equipment Delivery Fee: $100 each way (or more) Fortification Fee: TBD

CITY OF PORTLAND ACCEPTS CASH, CHECK, MONEY ORDER AND CREDIT / DEBIT CARDS FOR PAYMENT

Checks should be made payable to City of Portland
There will be a 2.65% processing fee added to all Debit / Credit Card transactions.

Helpful Links

Merchandise -Do you wish to sell **non-food items** (like T-shirts, crafts, cd's, etc.)**?** If so, please apply for a Street Goods Vendor License(s) at the Business Licensing Office (207-874-8557)Street Goods Vendor Permit Application

Tents/Stages -Do you wish to set up a **tent(s)** and/or **stage(s)?** A canopy/tent or stage larger than 10'x10' needs a Temporary Tent or Stage Permit issued by Building InspectionsTent/Stage Permit Checklist

Alcohol sales -Do you wish to sell **alcohol**? You must complete the application for a Liquor License specific to your event through the State of Maine and submit the application to the City of Portland Business Licensing office first. Application will need CityofPortland'sapprovalpriortogoingtotheState.Questions?pleasecontacttheDivisionofLiquorLicensingand Enforcementat(207)624-7220/email-MaineLiquor@maine.gov. Maine Bureau of Alcohol

Food Sales - Will there be food vendors? If so, you must apply for a Temporary Food Service License from the Business Licensing Office.Application For Temporary Food Service

Police - Will your event require **Police** assistance?Hire an officer

Fire/EMS - Will your event require **Fire/EMS** assistance? Email Fire Department -

MEMORANDUM
City Council Agenda Item

FROM: Andrew Ranson Keyek

DATE: April 13, 2026

SUBJECT: Order 192-25/26 Declaring September 5, 2026 the Water Lantern Festival - Sponsored by Danielle P. West, City Manager

SPONSOR: Danielle P West, City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading 5/4/2026 **Final Action 5/4/2026**

Can action be taken at a later date: No Organizer needs approval for planning purposes.

Does this item involve a new contract with the City: No

PRESENTATION: Event organizers and a member of the Parks, Recreation and Facilities Management team will be available to answer questions.

I. SUMMARY

Order Declaring June 28th 2026 the Water Lantern Festival.

II. AGENDA DESCRIPTION

The Water Lantern Festival is an annual ticketed for-profit event held in Deering Oaks Park to promote peace, community, hope, and connection.

An estimated 2000 people are anticipated to attend this year's Water Lantern Festival. The event consists of music from the stage, food trucks, artisans, and games in the festival area. Participants decorate small, eco-friendly lanterns with personal messages honoring loved ones, setting future intentions, or simply offering a message of hope. Just after sunset, these paper lanterns are released into the pond of Deering Oaks. Lanterns will be collected from the pond by staff at the conclusion of the event.

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

III. BACKGROUND

This festival has taken place annually in Deering Oaks Park for 3 years.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The City Council will declare the Water Lantern Festival on September 5th 2026 as a festival.

V. FINANCIAL IMPACT

All expenses for City staff, permits and equipment usage with be paid by the organizer.

VI. STAFF ANALYSIS AND BACKGROUND

The Public Assembly Facilities Division has worked with the organizers of this event in the past and we are confident in their ability to host this event.

VII. RECOMMENDATION

The City Council will declare the Water Lantern Festival on September 5th 2026 as a festival.

VIII. LIST ATTACHMENTS

1. Consent Item - Water Lantern Festival 2026

2. Council Memo - Water Lantern 2026 (3)
3. Entertainment License Application - PAFD (1)
4. Portland Maine Map 2026
5. Water Lantern 2026 Event Components Portland.docx (2)
6. Water Lantern Park and Public Space Use Application (1) (1) (1)

Prepared by:
Andrew Ranson Keyek
Date: 04/13/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER DECLARING SEPTEMBER 5, 2026 THE WATERN LANTERN FESTIVAL

ORDERED, that September 5, 2026 is hereby declared the Water Lantern Festival, sponsored by One World Lantern Festival, LLC; and

BE IT FURTHER ORDERED, that the Water Lantern Festival area shall be the Deering Oaks Park Bandstand and the grass areas surrounding it, the Ravine Water Play Area, the Bowling Green grass area and park roadways including Tennis Court Road, King Court, Jenny Lane and Farmers Market Road, but Deering Oaks Park will remain open and available to the public during the event; and

BE IT FURTHER ORDERED, that the Water Lantern Festival Area shall be closed to licensed street vendors as provided in §19-17 and §19-22 of the Portland City Code; and

BE IT FURTHER ORDERED, that the City Manager is authorized to issue a revocable permit to One World Lantern Festival, LLC under §§25-26—25-28 of the Portland City Code to conduct said Festival, subject to the direction and control of the City Manager and to the following specific conditions:

1. One World Lantern Festival, LLC shall defend, indemnify and hold harmless the City of Portland, its officers and employees, from and against all claims arising out of or resulting from the Festival and/or use of City streets and property for said Festival, and shall procure and maintain public liability insurance in the minimum amount of $1,000,000 per occurrence for personal or bodily injury, death or property damage and covering the obligation of indemnification hereunder. One World Lantern Festival, LLC shall provide the City with a certificate showing evidence of such insurance and showing the City as an additional insured on said insurance;

2. No alcoholic beverages may be sold on the streets or public property during the Festival within the Festival Area;

3. One World Lantern Festival, LLC shall comply with all Public Assembly Facilities Division Conditions for use of grounds, and requirements for food

service, vending sales, tent and stage installations and other items specified in that permit shall be adhered to;

4. One World Lantern Festival, LLC shall have sole authority over participating vendors at the Festival and may charge a fee to vendors for the opportunity to vend at the Water Lantern Festival;

5. In addition, the Business Licensing Office shall charge the usual fees for licensing food vendors and street goods vendors for the Festival to those vendors One World Lantern Festival, LLC has agreed shall participate;

6. Public Assembly Facilities Division concert license conditions shall be complied with and any and all amplified music and public announcements shall be maintained at a reasonable noise level (under 92 decibels) and be configured by the event organizer to focus volume away from residential housing and neighboring business, limiting any impact in the area by the sound level.

BE IT FURTHER ORDERED, that the City Manager is authorized to waive fees and to issue such other temporary licenses, including licenses for food service establishments, as may be required by the Portland City Code, provided that all other applicable Code requirements for the operation of the Festival have been met.

Parks, Recreation and Facilities Management
Ethan Hipple
Director
Andy Downs
Public Assembly Facilities Director
April 9, 2026

TO: Danielle West, City Manager
FROM: Andrew J. Downs, Director of Public Assembly Facilities Division
DATE: April 9, 2026
RE: **Council Agenda Item – Water Lantern Festival**

I am requesting that the following order be placed on the next City Council agenda:

Order declaring the Water Lantern Festival, as a festival.

This will be the fourth year of this well-received community event. It is a gathering in Deering Oaks park launching paper water lanterns for a wide array of memorials and celebrations in life.

According to organizers, the Water Lantern Festival is a positive event that promotes peace, community, connection, and love. It's an awe-inspiring experience that brings together families, friends, and strangers to celebrate our lives, our freedoms, and this beautiful world. This is a time that we can come together, love one another, and heal ourselves. Reflect on your life, share your dreams, and feel the peace of all those around you as the lanterns reflect off the water. There is music from the stage, food trucks, artisans, and fun games in the festival area where participants take in the environment leading up to the lantern launch. With our highly experienced event execution team, detailed event coordination plan, and our commitment to safety and excellence, this is truly an inspiring event. The Water Lantern Festival will begin at 5:30 PM and conclude about 60 minutes after sunset (9:30 PM).

The Water Lantern Festival team is committed to:

- Coordinate with venue and city managers to ensure their standard safety policies and procedures are in place and functioning.
- Stay in close contact with local authorities in the case of adverse weather conditions.
- Provide instruction to participants regarding the proper way to release lanterns into the water during the event.

Environmental Plan

The Water Lantern Festival is a “leave no trace” event. Not only do we pick up the lanterns, but we pick up all of the trash we can find along the way. Lanterns are 100% biodegradable. They are made from rice paper and wood. Trash cans and recycling bins will be dispersed throughout the venue. Staff are on trash duty throughout the event and will continue to gather garbage after participants have gone home for the evening.

RECOVERY PROCEDURES PLAN

The Recovery Procedures Plan for the One World Lantern Festival consists of three separate phases:

Phase 1: During and immediately after the lantern launch. Phase 2: Two to three hours post launch. Phase 3: The morning after the lantern launch.

1 - DURING AND IMMEDIATELY AFTER THE LAUNCH

We will station a lantern spotter in the water (on an inflatable boat) where they will have good visibility of the lantern area. They will be equipped with walkie talkies and collection bins. Our team will remain in that general area for the duration of the launch. They will begin the cleanup of lanterns immediately with event volunteers. All lanterns will be released onto a buoyed, contained portion of the water.

2 - TWO TO THREE HOURS POST LAUNCH

The crew will be cleaning up at the venue until at least midnight. We will keep a spotter stationed while we clean up the festival and surrounding area. We will pull the buoy line in from each side to corral the lanterns. We will then send crew members and volunteers to the shoreline to assist in gathering the lanterns. We will retrieve and dispose of every lantern, and any additional trash that we see.

3 - MORNING AFTER THE LAUNCH

We will arrive back at the venue in the morning with our internal crew of about 6 people. We will scour the water and the staging area and to ensure that no lanterns or trash remain.

SAFETY

Safety of our guests, partners, and staff is our top priority. We are committed to providing a safe and enjoyable event experience for everyone involved and during every aspect of the event. Our core team is very experienced in event production and understands the importance of “Safety First”.

All staff and volunteers are trained on lantern assembly and launch. Trained staff are assigned specific areas. Lanterns are 100% biodegradable and are made from rice paper and wood. One World Lantern Festival is a fully insured event. Parking and traffic flow patterns with directional signs in appropriate locations. Drugs and alcohol are not allowed at the event.

PRE-LAUNCH

A majority of the Water Lantern Festival guests arrive at the venue between 5:00 PM and 6:00 PM. They bring camp chairs and blankets, and find a spot in the festival area after ticketing to relax and listen to music and enjoy the atmosphere. They purchase snacks from food trucks, play games, and write on their lanterns with provided markers. Portable toilets are available for use.

THE LAUNCH

The launch will begin during the sunset. The launch window will last anywhere from 60-90 minutes.

POST LAUNCH

Approximately half of the participants leave quickly after the initial launch. The remaining participants enjoy the winding down music and trickle out by the end of the designated event time. We ask and encourage all participants to pick up any trash they see and dispose of it in the numerous trash cans dispersed throughout the festival area.

The Order should include the following items:

The Water Lantern Festival will be authorized for September 5th, 2026 at Deering Oaks Park.

This festival area will be closed to street vendors pursuant to Section 19-17 of the Portland City Code and is reserved for the use of festival organizers for the purpose of conducting the Water Lantern Festival, subject to the direction and control of the City Manager.

In order to hold the events on city property, some areas of the parking lane on Tennis Court Road (directly beside the park), need to be posted “No Parking” on event days. Vehicles in violation of the “No Parking” signs shall be towed at owner’s expense.

The City Manager is authorized to issue a revocable permit under Section 25-27 of the Municipal Code to the Friends of Congress Square Park for the use of the above-described area for said Festival subject to the following conditions:

The Water Lantern Festival shall indemnify the City and hold it harmless from and against all claims arising out of activities during said Festival, and shall take out and maintain public liability insurance coverage in the amount of at least **$400,000** per occurrence for personal or bodily injury, death or property damage for said purpose. This insurance certificate will also list the City of Portland as an additional insured in regards to the "In The Square Festival", and the City be endorsed on the policy;

The Water Lantern Festival shall have sole authority over participating vendors at the events and may charge a fee to vendors for the opportunity to vend at the "In The Square Festival;"

Conditions for use of grounds, specified in a permit issued from Public Assembly Facilities Division, shall be adhered to;

Under no circumstances may alcoholic beverages be consumed or sold on the streets or park areas of said area during said festival;

Any and all amplified music/public announcements shall be maintained at a reasonable level (less than an A-weighted 85 decibels / C-weighted 95 decibels) and be configured by the event organizer to focus volume away from residential housing and neighboring businesses, limiting any sound impacts in the area; and

The City Manager is also authorized to issue such other temporary licenses, including licenses for food service establishments, as may be required by the Portland City Code, provided that all other applicable requirements of said Code have been met regarding the operation of said Festival/Event.

Document prepared by Andrew Keyek, Event Manager
Public Assembly Facilities Division

Portland, Maine Yes. Life's good here.

Public Assembly Facilities Division
Andrew J. Downs, Director
212 Canco Road • Suite A • Portland, Maine 04103
(207) 808-5434

Single Concert Permit Application for PUBLIC PROPERTY(*)

Must apply at least seven (7) business days prior to event.

Permit Fee: $50/day

* If the event is proposed for private property, you must obtain the necessary permits from the Permitting & Inspections Department. They can be reached at (207) 874-8557.

Number of Attendees:	2,500	**Will Alcohol be Consumed?**	**YES or NO** No

Applicant Information	
Organizer/Business/Group Name(s):	Water Lantern Festival
Organizer/Business/Group Address:	881 W 700 N Ste. 102, Logan UT, 84321
Applicant/Contact Person's Name:	Sydney Head
Daytime Phone Number:	541-419-4529
Phone Number Day of Event:	541-419-4529
Email Address:	sydney@waterlanternfestival.com

Event Information			
Name of Event:	Water Lantern Festival		
Event Location:	Deering Oaks Park		
Date of Event:	9/5/2026		
Time of Event (start to finish):	5:30pm-9:30pm	Time Frame for Amplified Music:	5:30pm-9:30pm
Type of Music/Amplified Sound (DJ, Live Band, Acoustic Performance, etc.):	Acoustic performances, prerecorded track		

Please list all bands/performers (If more space is needed, please utilize the back of this page.)**:**

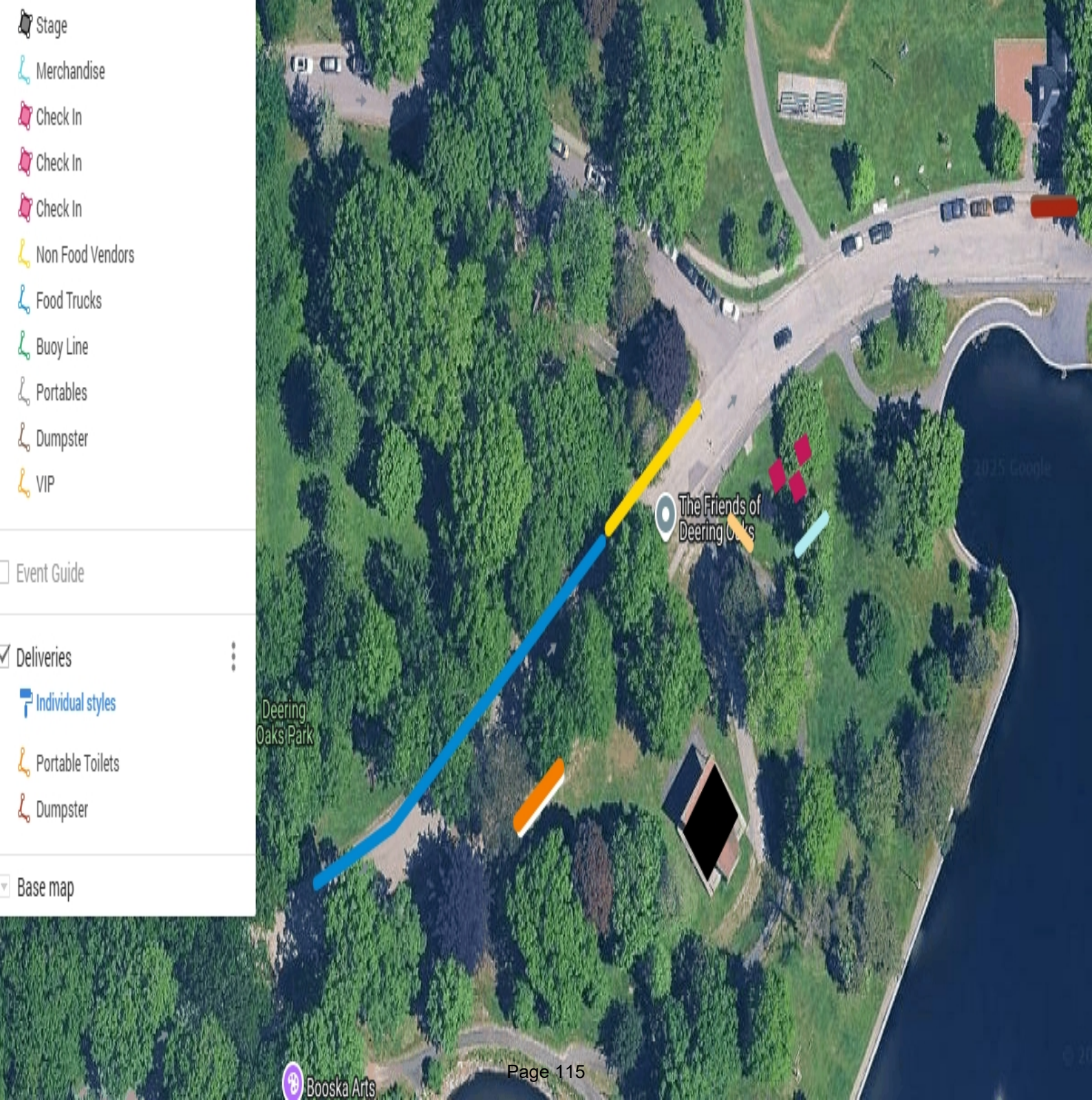
TBD upon approval of the event

Read Carefully & Sign: I/we understand that any misstatement of material fact in the above application may result in denial of this permit or revocation if the permit has already been issued.

Signature: Sydney Head Date: 9/30/2025

For more information about City Codes regarding Single Concert/Single Dance permits, please see Chapter 4 of the Code of Ordinances at www.portlandmaine.gov.

Email Sent:	**Dept.**	**Approval Received**	**Fee:**
_____	**Fire**	_____	**Cash:** _____
_____	**PD**	_____	**Check:** _____
_____	**Treasury**	_____	**CC:** _____


Stage
Merchandise
Check In
Check In
Check In
Non Food Vendors
Food Trucks
Buoy Line
Portables
Dumpster
VIP
Event Guide
Deliveries
Individual styles
Portable Toilets
Dumpster
Base map
The Friends of
Deering Oaks
Deering
Oaks Park
Booska Arts

Event Schedule

Friday, September 3rd - Deliveries

Sunday, September 5th - Set Up & Event Day

Friday, September 3rd, 2026 9 AM- 12 PM

- Portable Toilets arrive (8 reg, 1 ADA, 2 hand washing stations)
- Dumpster Arrives (30 YD)

Sunday, September 5th, 2026

- 7:30 AM - I accept orders
- 8:00 AM - WLF Staff Arrives
- 9:00 AM - 1:00 PM Set up Crew Shift
- 9:00 AM - 1:00 PM - Event Set Up. 10 X 10 tents (5) go up, decorations go up, stage goes up.
- 12:30 AM - 2:30 PM - Vendor arrive & set up
- 2:30 PM - Event Crew arrives
- 4:00 PM- Gates open. Attendees start arriving, music starts playing, DJ will start making announcements
- 4:00 PM - 6:30 PM - Food, games, lantern decorating
- 6:30 PM - Testimonials
- 6:45 PM - Lantern release demonstration, and “guided meditation” activity.
- 6:45 PM - 8:00 PM - Lantern Launch
- 9:00 PM - Event ends
- 9:30 PM - 10:30 AM- Clean Up
    - Retrieve Lanterns
    - Tents taken down
    - Stage taken down
    - Trash clean up

Monday, September 6th, 2026

- 7:00 AM - Final Walk through

Event Components

Sound Levels

- The sound will not reach above 100 decibels. The event will start at 5:30 PM and end at 9:30 PM, all of the sound and music will be in those few hours. There will be no noise after 9:30 PM.

Neighborhood Impacts

- The music will stay contained in the park along with all activities. There shouldn't be any neighborhood impacts. The only impact will be the participants parking near the surrounding areas.

Road Closures

- We are not requiring any road closures. We will use the street in the middle of the park for food trucks.

Security

- We will have one security guard at the event to monitor participants. Our event is very mellow but we have security there if any assistance is needed.

EMS

- We will have one Paramedic/ EMT at our event in case of emergency.

TIER III / SPECIAL EVENT
PUBLIC PARK AND SPACE

City of Portland, Public Assembly Facilities Division
212 Canco Road Suite A
Portland, Maine 04103
207-808-5434
Rusty Groh - rgroh@portlandmaine.gov

TIER III APPLICATION FEE $50.00
EXPECTED ATTENDANCE 2000+

PAYMENT MUST BE MADE WHEN SUBMITTING COMPLETED APPLICATION

(This is a transferable/non-refundable fee. If your event is permitted, the $50.00 will be credited toward your permit fee.)

For uses of city property, there are typically: 1) fees charged for use of the area, 2) a security deposit required, 3) insurance required and 4)Area Impact Study. There may be fees due and applications required from other City Departments.
PLEASE REVIEW THE SPECIAL EVENTS GUIDE FOR ADDITIONAL QUESTIONS

TODAY'S DATE	9/30/25	**ORGANIZATION NAME**	Water Lantern Festival		
ADDRESS (Street/City/State/Zip)	881 W 700 N Ste 101, Logan UT, 84321				
CONTACT NAME(S)	Sydney Head	**TITLE(S)**	Event Coordinator		
PHONE	541-419-4529	**PHONE**		**PHONE**	
EMAIL	sydney@waterlanternfestiva	**EMAIL**		**EMAIL**	

PARK AREA / PUBLIC SPACE REQUESTED	Deering Oaks Park		
EVENT DAY(S) & DATE(S)	September 5, 2026	**RAIN DAY(S) & DATE(S) (50% added fee)**	
OVERALL EVENT START & END TIME (When setup will begin until cleanup is expected to be complete.)	8:00a-11:30p	**EVENT START & END TIME**	5:30p-9:30pm

EVENT NAME	**EVENT CLASSIFICATION** Road Race, Parade, Public Assembly, Music Festival	**EXPECTED ATTENDANCE**
Water Lantern Festival	Community Festival	2,500

AREA IMPACT STUDY: Please be as specific as possible regarding the area of public space/park that you would like to permit and please describe the event in detail using the **AREA IMPACT STUDY(AIS) CHECKLIST**

AIS CHECKLIST	**COMPLETED**
1. Description of event. Brief description of event and event history so that all departments may better understand your event request. (Downloadable format)	
2. Permits. Include all applicable permits from all pertinent city departments.(Fire,Police,City clerk…)	
3. Detailed site plans. Include maps of venue, parade and course routes, parking/shuttle plans, evacuation plans… (Downloadable format)	
4. Event components. Event time frame, sound levels, neighborhood impacts, road closures, security/police, EMS services. (Downloadable format)	

IS THERE A REGISTRATION FEE/PLEDGES COLLECTED FOR THIS EVENT?	**Please check:** X **FEE** _____ **PLEDGES**	
IF YES FOR FEES, HOW MUCH?	**FEE**	$ $30 for General Admission
	STUDENT FEE	$

PLEASE CHECK OFF AND ANSWER:

	Fees for Police, Fire/EMS or Parking Control Staff will be invoiced by those individual departments & should be paid to them directly.			
		X-YES	**X-NO**	**AIS**
*	Are you setting up a **canopy(s)?** (10'x10' size or smaller) **How many?**	X		
*	Do you wish to set up a **tent(s)** and/or **stage(s)?** A canopy/tent or stage larger than 10'x10' needs a Temporary Tent or Stage Permit issued by Building Inspections. For permit application, please go to: https://content.civicplus.com/api/assets/376697a8-b6ac-4a4c-babc-9dbcf1e61eb8 or contact the Permitting and Inspections Department at buildinginspections@portlandmaine.gov or 207-874-8703 for more information. PLEASE apply at least 2-weeks before your event. **Tent/Stage Size(s):** **Exact Location(s) of Tent/Stage Placement Requested:** *** In order to drive tent stakes into the ground, DIG SAFE must be contacted: 888-344-7233. ***	X		Permit Required Include on Site Plan
*	Will you be setting up **tables and/or chairs?** How many tables**:** chairs**:**	X		Include on Site Plan
*	Are other items or equipment being placed on City property? (i.e. Moon Bounce, Dunk Tank, Radio Station Van, Helium Tank, etc.) Please List**:**		X	Include on Site Plan
*	Will there be **refreshments** at the event**?** Do you wish to **sell food?** If so, you will need approval from PAFD and possibly a Temporary Food Service License from the Business Licensing Office. PLEASE provide them at least 2 weeks advance notice (207-874-8557). **List food and drink / Food Trucks, etc.:** PLEASE NOTE: A Temporary Food Service License is NOT needed when: 1. Food Vendors have a current City of Portland Food License 2. Just pre-packaged refreshments, or food & drink items are purchased or donated from a licensed establishment 3. Bottled water / water is served A TFSL is needed when food vendors are not licensed or when food is being prepared and cooked at the event.	X		License Required Include on Site Plan
*	Do you wish to sell **non-food items** (like T-shirts, crafts, cd's, etc.)**?** If so, please apply for a Street Goods Vendor License(s) at the Business Licensing Office (207-874-8557) – 2 week notice. **List items you wish to sell:** T-Shirts, Sweatshirts, glow sticks, flower crowns	X		License Required Include on Site Plan
*	Do you wish to sell or provide **Alcohol? If yes**, you must complete the application for a Liquor License specific to your event through the State of Maine and submit the application to the City of Portland Business office first. Application will need City of Portland's approval prior to going to the State. Questions?please contact the Division of Liquor Licensing and Enforcement at (207) 624-7220/email- MaineLiquor@maine.gov.			License Required N/A
*	Are you setting up a **PA (sound) system?** Are you planning on having **Amplified Music? Band? DJ? Boom Box?** If so, your event may require a concert license. PAFD will advise upon review of your application. Amplified speech (i.e. Press Conference) does not require the license, however, a Sound Security Deposit may be required. There are time restrictions for amplified music/speech in Downtown Parks & Squares: limited to 11:45am – 1:15pm and 1 hour between 5pm - 8pm.		X	License Required Include on Site Plan & Event Components
*	Will your event require **electricity**? Electricity is available at Deering Oaks Park, Monument Square, Congress Square, Tommy's Park, Post Office Park, Payson Park, Preble Street Grass Area, Eastern Prom, Fort Allen Park, and Lincoln Park. A $45 activation fee is required.		X	
*	Are you planning on bringing a **Grill for a Barbecue**? Grilling is subject to weather conditions and possibly Fire Dept. review.		X	
*	Will the event require **reserved parking spaces / parking meters**? How many**?** "No Parking" signs may be purchased at the PAFD Office, 212 Canco Rd.		X	
*	Will your event need **safety vests, signs, barricades and/or cones**? **Please list what you would like to borrow/rent:** Limited safety vests, cones & barricades may be borrowed/rented from PAFD Office. Traffic signs may be borrowed/rented from Public Works if needed (207-874-8493).		X	
*	Will your event require **street closures**? Will your event affect **METRO BUS ROUTES**? (Please be specific under "Description of Event")		X	Include on Event Components
*	Will your event require **Police** assistance? An event such as a road race, march or parade in the street, would typically require police assistance. To reserve & hire an Officer(s) to be on site at your event, please visit: https://odm.officertrak.com/Portland-PD-ME/auth/signin		X	Required
*	Will your event require **Fire/EMS** assistance? (For a large walk/race, it may be required.)		x	

	To hire or inquire about hiring city Fire/EMS staff to be on site, please email fireprevention@portlandmaine.gov well in advance of the event. For general questions, you may also call 207-874-8400.			Required
*	Will your event require **Parking Control** assistance? To hire a Parking Control Officer(s) to be on site at your event, please call 207-874-8910 well in advance to arrange.		X	
*	Will your event require **portable-restroom** rental(s) or need existing porta-restrooms cleaned? (Some of the parks already have porta-restrooms. Event participants may use these, but a $25 fee is assessed for events where attendance is 150 or more.) Porta-restrooms may be rented from any of the local companies. Units currently on site are through Associated Septic. **1 unit/50 people when serving alcohol 1 unit/75 people with no alcohol**	X		Include on Site Plan
*	Will your event require waste management and recycling? What is the waste management plan?	X		Include on Site Plan & Event Components
	For events where more than two thousand (2,000) individuals anticipated to gather or participate in the event or activity in the park, the **permittee shall provide a bond in the form of cash, certified check or surety bond from a surety company qualified to do business in the State of Maine in an amount of not less than two thousand dollars ($2,000.00). Such a bond shall be utilized to guarantee cleanup of the area and shall be applied against claims by the city for excessive damage to real or personal property in the park.**	X		Required

INSURANCE CERTIFICATE INFORMATION				
*	Will your event require liability insurance? (Commercial liability insurance is required for a walkathon, race, festival, press conference, concert, etc. Product liability insurance is also required if the event has been approved for serving food.)	X		Required

♦ If you answered YES, you shall procure and maintain occurrence-based Commercial General Liability and Product Liability Insurance, when required, in an amount not less than Four Hundred Thousand Dollars ($400,000.00) per occurrence for bodily injury, death and property damage. You shall name the City of Portland as an additional insured or shall obtain a general liability extension endorsement, for coverage only in those areas where government immunity has been expressly waived by 14 M.R.S. A. § 8104-A, as limited by § 8104-B, and § 8111. The terms of this permit and the insurance coverage shall not be deemed a waiver of any defenses, immunities or limitations of liability or damages available to the CITY under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, common law, or any other defenses, immunities or limitations of liability available to the City. You shall also be responsible for any and all deductibles and/or self-insured retentions.

♦ Both the **Certificate of Insurance** and **Additional Insured Endorsement** shall be sent to rgroh@portlandmaine.gov and must state that the policy is endorsed to name the City of Portland as an additional insured pursuant to the date of the event (and rain date).

PUBLIC ASSEMBLY FACILITIES DIVISION POLICIES

EVENT REVIEW

The PAFD Office holds a monthly meeting where proposed events are discussed and reviewed by City Departments. For some events, organizers will be asked to present before the committee. Some potential factors may necessitate your event receive City Council approval.

ELECTRICITY

All cords in the public way must be covered by rugs, mats or orange cones to avoid public hazard. If weather is inclement (drizzle, rain, snow, etc.) we require that you **not use** electricity, unless all connections and equipment are covered and protected from the elements. If a generator is used, please take all necessary measures to ensure safe operation. Bring a fire extinguisher, set generator up away from activities (and combustibles), store fuel source away from the generator and keep children away from the generator.

BARBECUES - GAS GRILLS ONLY

Only GAS GRILLS are allowed in parks/public spaces – i.e. No Charcoal Grills or open burning. Barbecuing must first be approved by PAFD Office and is subject to weather conditions, and possible further review by the Fire Dept. Grills must be set up away from children's activities. You are required to have a fire extinguisher with in the grilling area.

PORTA-RESTROOMS / BATHROOM FACILITIES

Porta-Restrooms are required for large events and events where refreshments are being served. Some of Portland's parks already have portable restrooms from Associate Septic on site (*Preble Street Grass Area at the Preble Street Parking Lot – across from Hannaford's, *Entrance to Dyer's Flat – beside Payson Park, *Deering Oaks Park – Playground + Ravine, *East End Beach - Winter & Early Spring: Just EEB.) If over 150 people are expected to attend the event, a $25 user fee is required (paid to PAFD). If extra units are rented by the organizer, then no additional user fee is assessed. Porta-restrooms are cleaned M, W, & F. If you would like to guarantee that they are cleaned just prior to your event, then you need to call the porta-restroom company (Associated Septic / Royal Flush, 207-799-1980, M-F) to request and pay for a cleaning. If renting units, the organizer has the option of renting from Associated Septic / Royal Flush, or from other local companies.

TRASH

All groups must abide by our Carry In/ Carry Out Policy. Please bring extra trash bags and/or trash receptacles and remove all trash.

Do not use existing trash barrels or the metal liners inside. You will need to haul all of your trash out of the park/public space or forfeit the security deposit(s). Please recycle whenever possible, (please do not use Styrofoam - it is NOT recyclable). The area will be checked following your event; if the park is clean and conditions for use adhered to, your security deposit will be returned to you. Thank you in advance!

MARKING OF GROUNDS

Please DO NOT mark city property in any permanent way.
DO NOT use SPRAY PAINT or SPRAY CHALK. DO NOT STAPLE or NAIL anything to trees.
Children's Art Chalk can be used on hardscape areas with permission from PAFD Office. Tape may also be used.
If markings remain for more than a few rain storms, event organizers are responsible for removing them.
If city staff or contractors need to remove the markings, event organizers are responsible for the cost of staff time and materials.
You may also place signs on stakes in the grass areas bordering trails/race routes (when applicable).
Please remove all signage immediately following the event.

USE OF CANDLES

It is preferred that LED lighted candles or glow sticks are used. If flammable candles are used this may need to be approved by the Portland Fire Department. Please make sure all candles have drip protectors to prevent wax from dripping on hardscape surfaces, which may cause permanent stains/damage. Please make sure all candles are extinguished before being thrown away. Please collect all spent candles so there is no trash left behind. Please take safety precautions: bring a fire extinguisher, gallon of water, etc. in case of fire. **Any damage** (dripped wax absorbed into hardscape causing stains, etc.) **will result in a forfeiture of your security deposit.**

ADA COMPLIANCE

Event organizer must comply with the Americans with Disabilities Act (ADA) and the Maine Human Rights Act (MHRA), including maintaining the permitted use area and all public rights-of-way accessible during the entirety of the permitted event. In the event the permitted area is rendered inaccessible to disabled persons, and/or by request of PAFD staff, the organizer shall act immediately to provide accessibility. All requests to provide interpretive services shall be the responsibility of the organizer to provide and pay for such services. The organizer shall defend, indemnify, and hold the City harmless from any and all liability and damages resulting from alleged violations of the ADA and/or MHRA.

PARKING ON GRASS AREAS / SIDEWALKS / ILLEGALLY PARKED VEHICLES

Vehicles are prohibited from parking on grass areas/sidewalks/park streets (unless specifically approved by city staff). $20 will be deducted from your security deposit for each vehicle parked on grass/sidewalk areas or vehicles parked illegally. **Any tire ruts/damage to the grass areas will result in a forfeiture of your security deposit.**

RESERVED PARKING

To reserve parking for your event, please contact the PAFD Office (808-5400 x0). Staff will review your request and can issue you "No Parking" signs ($25 each*). You will need to label signs and tape them to meters or signposts AT LEAST 24 HOURS PRIOR TO YOUR EVENT. (NOTE: If event is on a Sunday or Monday, NP Signs may need to be posted on the preceding Friday by Noon.) Please do not cover up coin slots on meters. If the reserved parking area has no actual parking meters, you may need to tape signs to sign posts, utility poles, trees, or orange cones (placed on the sidewalk beside the street). Please make sure signs are removed once the event is complete.

FIREWORKS

Organizers wishing to have fireworks as part of their event must contact the Portland Fire Department directly. Permits will need to be obtained through the Portland Fire Department, the State of Maine and possibly through the US Coast Guard.

ALCOHOL / SMOKE-FREE ZONES

By city ordinance, smoking a cigar, cigarette, pipe, marijuana, electronic cigarette, electronic cigar, electronic pipe, or other similar product that relies on vaporization or aerosolization, is prohibited at and within 20 feet of the following outdoor recreation and event areas: downtown squares and plazas, trails, parks, playgrounds, beaches, and athletic facilities. Consumption of alcohol is prohibited in public spaces unless specifically approved by City Council. Please inform all participants / attendees.

AMPLIFIED SOUND POLICY

Outdoor events with amplified sound may require an Entertainment License from the PAFD Office.
If the Police Dept./City Staff receive noise complaints, they will respond accordingly.
Please set the PA System up with speakers facing away from businesses/residences to lessen impact.
Please keep volume levels low out of consideration for nearby residents and businesses.
The Permittee (organizer) shall not allow the sound emanating from the event to exceed an A-weighted 85 decibels / C-weighted 95 decibels. One verbal warning shall be issued if the sound has been found to have exceeded those limits. The warning may be given to the sound board operator or the organizer/organizer's designee. If the decibel limit is found to have been exceeded a second time during the same event, the entertainment license (or permission to use a bullhorn/PA system) shall be immediately suspended, the PA system / amplification / bullhorn turned off, and the sound security deposit forfeited.

CANCELATION POLICY

Events must be canceled with PAFD prior to the event date in order to be eligible for a refund.
If canceled within 2 weeks of the scheduled event date, a $75 cancellation fee may be charged.

NOTIFICATION

Please keep a copy of your event permit on site at all times. City staff may require proof of permit.
If there are members of the public in the reserved space upon arrival, please present the permit as proof of reservation & approved usage. If you need assistance, please contact the Police Department at (207) 874-8574..
You may put up temporary A-frame signs to alert the public to your event or place signage on orange cones, etc. Signs are to be up DAY OF EVENT ONLY. Please remove all signage immediately following the event.
Please call Portland Police Dept. (874-8574) on the day of your event to remind them it is taking place.

Please notify any nearby neighborhoods, businesses, including restaurants that may have tables out for dining, to alert them to your event.

STREET CLOSURE NOTIFICATION

Should an event involve a Street Closure, lasting longer than an hour, PAFD Office requires organizers to give advanced notification to area businesses, residents and bus companies (in the form of a "Street Closure Sign Off Sheet"). If an event impacts METRO Buses, the organizer (in advance) must discuss detour plans with Parks Rec and Facilities..

REVOCABLE PERMIT

The City reserves the unconditional right to control or cancel events to protect and/or prohibit damage to public property.
The City reserves the unconditional right to revoke or revise an issued permit.
Police or City Staff on site may use their discretion to revise conditions of use.

HANDBILLS

No person shall post or otherwise attach any handbill, circular, or paper sign to or upon any sidewalk, crosswalk, curb, curbstone, street lamppost, hydrant, tree, shrub, tree stake or guard, trash receptacle, railroad trestle, utility pole or wire appurtenance, or any light pole, public bridge, drinking fountain, street sign or traffic sign, or upon any other object lawfully located in the street right-of-way per City of Portland Code of Ordinances, Chapter 17, Sec. 17-3.

I HAVE READ AND UNDERSTAND ALL OF THE ABOVE POLICIES	TYPE INITIALS	SH	DATE	9/30/25

ASSUMPTION OF RISK & LIABILITY

Users of the area agree to accept the grounds in an "as is" condition and shall be responsible for all risk and liability in using the park/public space area for the said event. By returning this form (should permission be granted to use city property), the above parties agree to indemnify, defend, and hold harmless the City of Portland, its employees and agents, from and against all claims arising out of activities during said event.

I have read the Assumption of Risk & Liability Agreement	TYPE INITIALS	SH	DATE	9/30/25

PLEASE INITIAL & DATE HIGH-LIGHTED YELLOW BOXES ABOVE.

PLEASE RETURN FORM AT LEAST 60 DAYS IN ADVANCE TO:

♦ Public Assembly Facilities Div. ~ 212 Canco Rd. ~ Portland ~ ME ~ 04103 **EMAIL PREFERRED:** rgroh@portlandmaine.gov

FEE SCHEDULE – UPDATED April 2025

Fees are tiered and assigned based on the level of demand placed on City resources and impact on City infrastructure.

Simple Event (no registration fee): $75/hour	Electricity (activation/deactivation) Fee: $45/flat
Event with registration or pledges & attendance 25 - 300: $150/hr.	Porta Restroom User Fee (if attendance is 150+): $75
Event with registration or pledges & attendance 301+: $250/hr.	Entertainment License: $50
Film/Photo Shoot: $150/day	Barricades: $5/ea. Rental Fee + $25/ea. Security Deposit
Public Space/Park Security Deposit: $100 - $1000	Bike Racks: $10/ea. Rental Fee + $25/ea. Security Deposit
Sound Security Deposit: $100 - $1,000	Flashing Lights: $10/ea. Rental Fee + $40/ea. Security Deposit
Impact/Street Closure Fee (variable based on impact): $100-$500	Cones: $2/ea. Rental Fee + $15/ea. Security Deposit
Staff Fee: Event Manager - $45/hr Event Staff - $23-$28/hr	Safety Vests: $15/ea. Security Deposit
Administrative Fee (event coordination support): $40/hr. (or more)	Keys: $50/ea. Security Deposit
"No Parking" Signs: $35.00/ea.	Equipment Delivery Fee: $100 each way (or more)
Event Cancelation Fee: $75	Fortification Fee: TBD

TOTAL AMOUNT(S) DUE TO PUBLIC ASSEMBLY FACILITIES DIVISION (Please make all security deposit checks out separately)

Permit Fee for use of area: Number of Hours of Use: **Approx.**	$	Entertainment License Fee:	$
		Equipment Rental Fee:	$
Staff Fee (on site event support):	$	Public Space / Park / Sound Security Deposit:	$
Admin. Fee (event coordination support):	$	Borrowed / Rented Equipment Deposit:	$
Electricity Fee (activation/deactivation):	$	Additional Fees: (Porta-Restroom User Fee, "No Parking" Signs, etc.)	$
Impact/Street Closure Fee (variable based on impact):	$		

CITY OF PORTLAND ACCEPTS CASH, CHECK, MONEY ORDER AND CREDIT / DEBIT CARDS FOR PAYMENT

Checks should be made payable to City of Portland
There will be a 2.65% processing fee added to all Debit / Credit Card transactions.

FOR OFFICE USE ONLY

APPLICATION FEE:	$ 25.00	PERMIT FEE:	$	SECURITY DEPOSIT:	$	INSURANCE NEEDED?	Y / N
DATE RECEIVED:		DATE RECEIVED:		DATE RECEIVED:		DATE RECEIVED:	

Merchandise -Do you wish to sell **non-food items** (like T-shirts, crafts, cd's, etc.)**?** If so, please apply for a Street Goods Vendor License(s) at the Business Licensing Office (207-874-8557)
https://content.civicplus.com/api/assets/9ef5d795-ac26-4794-9e38-c2f0bb9c9f04?cache=1800

Tents/Stages -Do you wish to set up a **tent(s)** and/or **stage(s)?** A canopy/tent or stage larger than 10'x10' needs a Temporary Tent or Stage Permit issued by Building Inspections
https://content.civicplus.com/api/assets/376697a8-b6ac-4a4c-babc-9dbcf1e61eb8

Alcohol sales -Do you wish to sell **alcohol**? You must complete the application for a Liquor License specific to your event through the State of Maine and submit the application to the City of Portland Business Licensing office first. Application will need City of Portland's approval prior to going to the State. Questions?please contact the Division of Liquor Licensing and Enforcement at (207) 624-7220/email-MaineLiquor@maine.gov. https://www.maine.gov/dafs/bablo/liquor-licensing/license-and-permit-applications

Food Sales - Will there be food vendors? If so, you must apply for a Temporary Food Service License from the Business Licensing Office.
https://content.civicplus.com/api/assets/12f35a2a-e2a4-4d87-bf05-9ec89545e996?cache=1800

Police - Will your event require **Police** assistance? https://odm.officertrak.com/Portland-PD-ME/auth/signin

Fire/EMS - Will your event require **Fire/EMS** assistance? Email Fire Department - fireprevention@portlandmaine.gov

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 14, 2026

SUBJECT: Order 193-25/26 Granting Municipal Officers' Approval of Pine & Neal LLC, dba Supper Club Cocktail Lounge. Application for Outdoor Dining on Public Property at 441 Congress Street - Sponsored by Danielle P. West, City Manager

SPONSOR: The Mayor, City Manager, City Clerk, Corporation Counsel, the Planning Board, or up to three (3) members of the Council shall sponsor any orders or other items. If sponsored by a Council Committee, please include the date the committee met and the results of the vote.

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No If action cannot be taken at a later date, please explain why. Do NOT write yes or no; that will be automatically generated by the checkbox.

Does this item involve a new contract with the City: N/A

PRESENTATION: Please list the presenter(s), type, and length of presentation

I. SUMMARY

II. AGENDA DESCRIPTION

Application was filed on 4/7/26. This is an existing establishment adding outdoor dining.

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

III. BACKGROUND

Background information that will not appear in the Agenda Description

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

Please indicate whether or not there is a financial impact. Please note that per Council Rule 12, this form must have "a separate fiscal impact statement memo attached if the impact of the item is $50,000 or more in a given fiscal year. This memo shall include details and information describing the fiscal impact including, but not limited to, projected costs, revenues or savings over a three (3) year period and/or any potential impacts on the City tax levy."

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Supper Club_Council Packet
2. 2026.05.04_Supper Club_Council Order

Prepared by:

Date: 04/14/2026

March 19, 2026

Mayor Dion and Members of the Portland City Council
City of Portland
389 Congress Street
Portland, ME 04101

Dear Mayor Dion and Members of the City Council,

I am writing to share my intent to add outdoor seating at Supper Club Cocktail Lounge, located at 441 Congress Street in Portland.

This addition is meant to create a welcoming outdoor space for guests and contribute to the overall energy of Congress Street. We plan to design the seating in a way that leaves an unobstructed sidewalk of 4 feet from the outer boundary to the curb and follows all City requirements.

We are committed to keeping the space clean, safe, and respectful of our neighbors, and to operating in line with all local guidelines.

Thank you for your time and consideration. Please let me know if you need any additional information.

Sincerely,

Brecken MacDougal
Supper Club Cocktail Lounge
441 Congress Street
Portland, ME 04101

CITY OF PORTLAND
Permitting and Inspections Department

Outdoor Dining Permit on Public Property
Supplemental Application

License accompanies a City of Portland Food Service Establishment or Food Service Establishment with Liquor License Valid April 1-November 30

- ☐ Legal Advertisement Deposit $100.00
- ☐ Outdoor Dining on Public Property $84.00 plus $2.00 per Square foot $2.00 X _____SF = $56 96
- ☐ Outdoor Dining on Public Property in a City Park $84.00 plus $6.30 per Square foot $6.30 X _____SF =_____

Business Information			
Establishment Name (d/b/a):	Supper Club Cocktail Lounge	Phone:	(207) 408-3376
Location Address:	441 Congress Street	Zip: 04101	
Mailing Address:	441 Congress Street	Zip: 04101	
Contact Person:	Brecken MacDougal	Phone:	(207) 408-3376
Contact Person Email:	brecken@supperclubportland.com		
Manager of Establishment:	Brecken MacDougal Date of Birth: 3/5/1986	Phone:	(207) 408-3376
Owner of Premises (Landlord):	Port Property Management		
Address of Premises Owner (Landlord):	511 Congress Street, Suite 103	Zip: 04101	

Owner Information

Corporate Name	Corporate Mailing Address	
Pine & Neal, LLC	441 Congress Street	Zip: 04101
Contact Person: Jacob Bosma	Phone:	(207) 440-9202

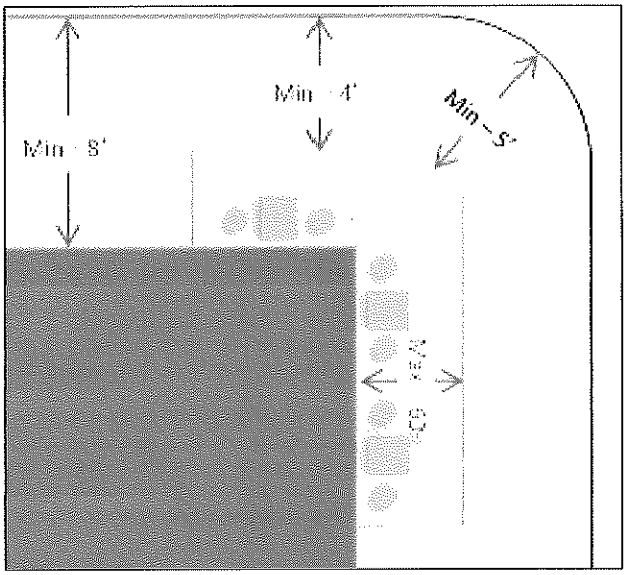
Principal Officers	Title	Date of Birth	Residence Address
Jacob Bosma	Owner	3/18/1999	87 Gray St. Portland, ME 04101
Isaac MacDougal	Owner	10/5/1978	211 State St. Portland, ME 04101

CITY OF PORTLAND
Permitting and Inspections Department

Class of License:	Class XI (Class A Resaurant/Lounge)
Type of food served:	New England Comfort
Please circle all that will be served:	Beer ✔ Wine ✔ Liquor ✔
Hours & days of operation:	Monday-Friday 5pm-1am
Number of Tables	4
Number of Chairs	16

Design and Construction

Existing Sidewalk Width (property line to curb)	Sidewalk Dining Allowed?
< 8'0"	No
≥ 8'0"	Yes – up to 60% of
Sidewalk Type	**Sidewalk Passage Width**
Standard sidewalk	4'0"
Street corner	5'0"



- Outdoor dining area shall not exceed 60% of the sidewalk width.
- A continuous, unobstructed sidewalk passage of 4 feet from the outer boundary of the seating area to the curb must be maintained. If the passage is not straight due to existing obstacles, then additional width may be required. Any changes to existing straight passage is at the discretion of the City.
- Egress must be maintained free of obstruction.
- Permanent fixtures, such as awnings, require a building permit separate from the Outdoor Dining permit and subject to approval by the Building Authority.
- Umbrellas do not require a permit.
- Umbrellas must be secured and maintainthe height clearance for sidewalk passage.

Barriers

- If barriers are proposed, they must be free-standing. Physical attachments to a building are not allowed.
- Stanchions and ropes are encouraged. Sectional fencing is allowed with a high degree of visual transparency (at least 50% open). Solid or opaque barriers are not allowed.
- Shall not exceed 42" in height and may not include commercial signage.

Example barrier types that meet regulation






CITY OF PORTLAND

Permitting and Inspections Department

- Outdoor dining components must be within the permitted area and allow safe passage of pedestrian traffic. Failure to comply may result in a revocation of the permit.
- The permit holder is responsible for keeping the outdoor seating area clean.
- No food shall be prepared in the designated outdoor dining area.
- All outdoor dining components shall be removed before snowfall and while any snow or ice exists within four feet of the outdoor dining area. The City will not be responsible for damage to any property that is not removed prior to sidewalk maintenance.
- Outdoor dining areas must meet ADA regulations and accessible seating is required.
- Request for the use of adjacent on street parking space for outdoor dining instillations requires Parking Office and Building Authority review and approval.

I/We fully understand that the City of Portland, its agents, officers and employees accept no responsibility and will not be liable for any injury, harm or damage to my/our person or property arising out of the establishment's occupancy of the sidewalk or park space. To the fullest extent permitted by law, I/We do hereby agree to assume all risk of injury, harm or damage to my/our person or property (including but not limited to all risk of injury, harm or damage to my/our property cause by the negligence of the City of Portland, its agents, officers or employees) arising out of the establishment's occupancy of the sidewalk or park space. I/We hereby agree, to the fullest extent permitted by law, to defend, indemnify and hold harmless the City of Portland, its agents, officers and employees, from and against all claims, damages, losses and expenses, just or unjust, including, but not limited to costs of defense and attorney's fees, arising out of the establishment's occupancy of the sidewalk or park space, provided that any such claims, damage, loss or expense (1) is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property including the loss of use there from, and (2) is caused in whole or in part by any negligent act or omission of the establishment, anyone directly or indirectly employed by it, or anyone for whose act it may be liable.

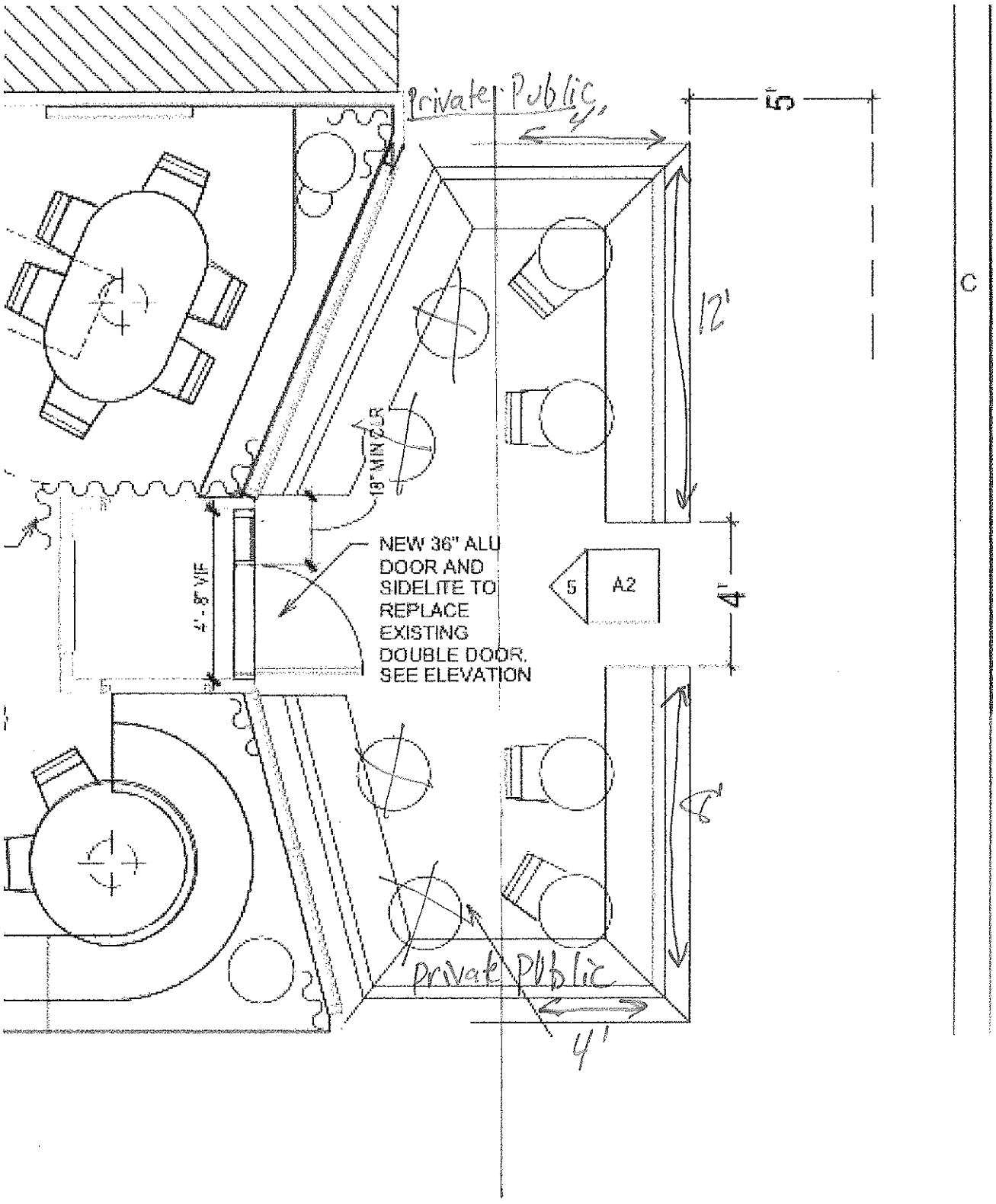
Signature _____ Title Operations Manager Date 3/26/2026

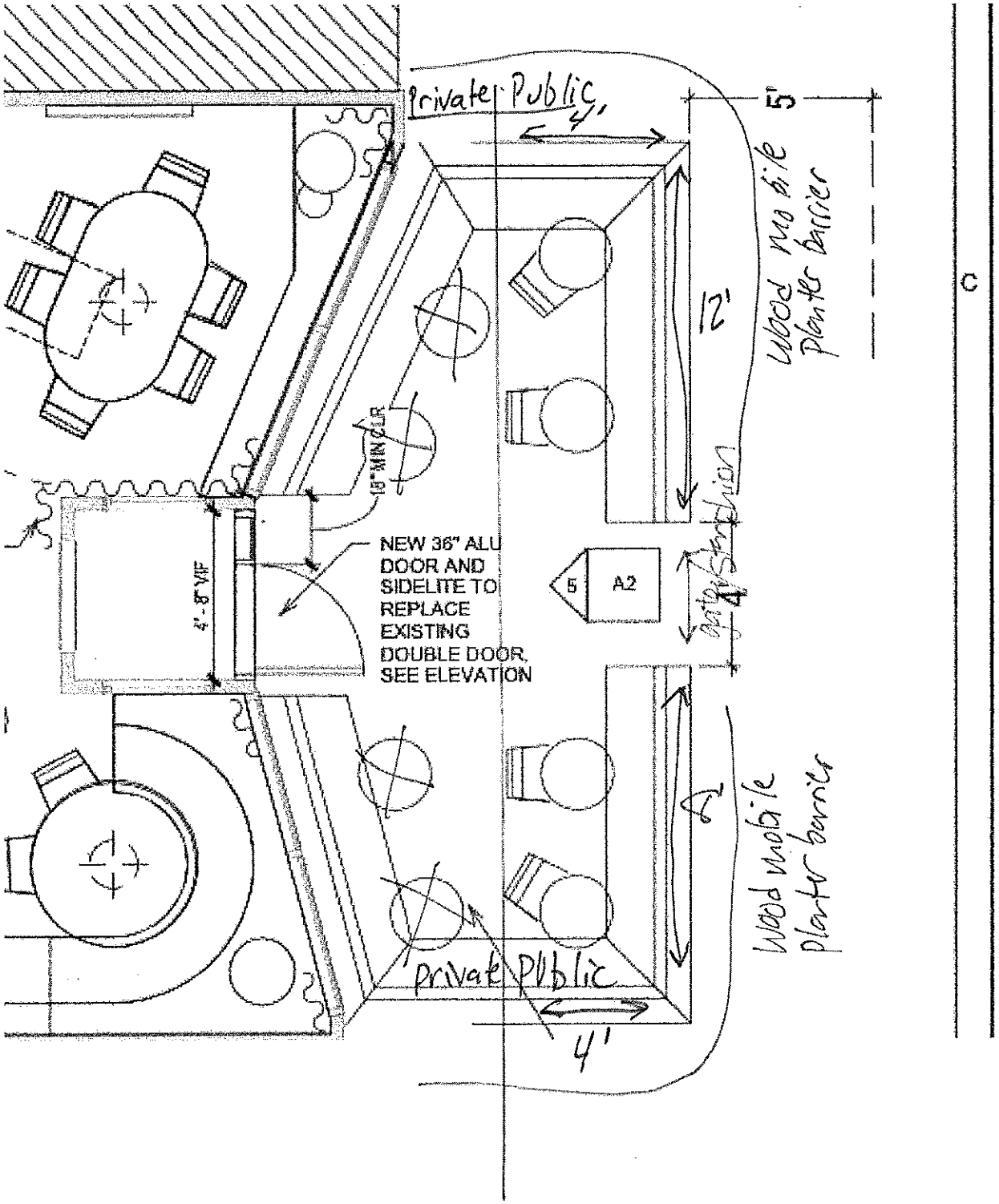
For Administrative Use Only

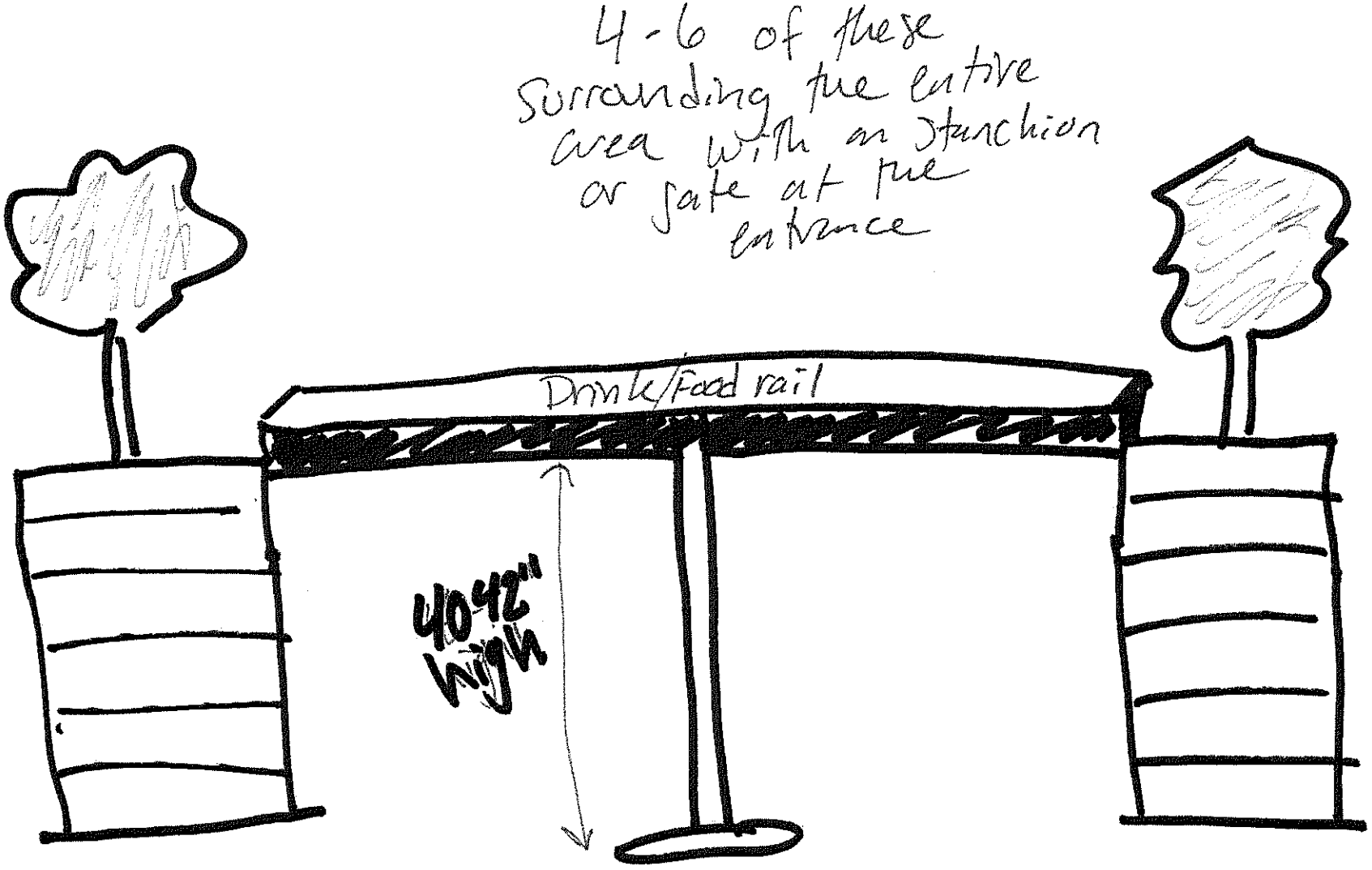
Amount: _____
Date Paid: _____
CC _____ CA _____ CK _____

Amount: _____
Date Paid: _____
CC _____ CA _____ CK _____

	Request Date / Approval	Notes:
FD:	_____/_____	_____
Health:	_____/_____	_____
PD:	_____/_____	_____
Treasury:	_____/_____	_____
Zoning:	_____/_____	_____


Private Public
5
12'
C
18" MIN CLR
NEW 36" ALU DOOR AND SIDELITE TO REPLACE EXISTING DOUBLE DOOR. SEE ELEVATION
4'-8" VIF
5
A2
4'
private public
4'


Private Public
4'
5'
Wood mobile planter barrier
12'
18" MIN CLR
NEW 36" ALU DOOR AND SIDELITE TO REPLACE EXISTING DOUBLE DOOR, SEE ELEVATION
4' - 8" WIF
5
A2
4' Separation
Wood mobile planter barrier
Private Public
4'
C


4-6 of these
Surranding the entire
area with an Stanchion
or gate at the
entrance
Drink/Food rail
40-42"
high

Private Public
4'
Wood movable planter barrier
12'
Movable planter barrier
5'
C
NEW 36" ALU DOOR AND SIDELITE TO REPLACE EXISTING DOUBLE DOOR SEE ELEVATION
4'-8" VIF
18" MIN.
A2
5

portland

Zachary Lenhert <zlenhert@portlandmaine.gov>

Supper Club Cocktail_Public Outdoor Dining_441 Market

Zoning <zoning@portlandmaine.gov> Tue, Apr 14, 2026 at 2:57 PM
To: Zoning <zoning@portlandmaine.gov>
Cc: Zachary Lenhert <zlenhert@portlandmaine.gov>, Zachary Finley <zackf@portlandmaine.gov>, Fire Prevention <fireprevention@portlandmaine.gov>, Katlyn Sawyer <ksawyer@portlandmaine.gov>, Ron Kelton <rkelton@portlandmaine.gov>, Matthew Caton <mcaton@portlandmaine.gov>, Laurie Carlson <lac@portlandmaine.gov>, Eric Cobb <ecobb@portlandmaine.gov>, "Lynch, Kim" <kim.lynch@maine.gov>, Benjamin Pearson <bnp@portlandmaine.gov>, Elisa Marr <emarr@portlandmaine.gov>, Tom Williams <tw@portlandmaine.gov>, Jason Grant <jgrant@portlandmaine.gov>, Treasury Division <treasury@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>, cstacey <cstacey@portlandmaine.gov>

Good Afternoon,

The leftmost unit at 441 Congress ST is bar. Zoning approves.

Thank you,

Mac
--
Mac Coldwell

City of Portland
Zoning Specialist
Permitting & Inspections Department
389 Congress ST, Room #315
Email: mcoldwell@portlandmaine.gov
he/him

[Quoted text hidden]

Legal Advertisement

Notice of Public Hearing
City of Portland

A Public Hearing will be held on May 4, 2026 at 5:00 P.M., in City Council Chambers, 389 Congress St. for approval of Pine & Neal LLC, dba Supper Club Cocktail Lounge. Application for Outdoor Dining on Public Property at 441 Congress Street - Sponsored by Danielle P. West, City Manager

City of Portland | Permitting and Inspections
Zachary Lenhert, Licensing and Housing Safety Manager

April 27, 2026

Pine & Neal LLC
441 Congress Street
Portland, ME 04101

Re: Pine & Neal LLC, dba Supper Club Cocktail Lounge. Application for Outdoor Dining on Public Property at 441 Congress Street

Dear Pine & Neal LLC:

This letter shall serve as a reminder of the public hearing before the Portland City Council on Monday May 4, 2026 at 5:00 p.m., for the review of application for Outdoor Dining on Public Property at 441 Congress Street. The meeting will take place in person at Portland City Hall, in City Council Chambers on the 2nd Floor of 389 Congress Street.

You or a representative of the business must be present at this meeting in the event that the city council has questions regarding the license application. If there is no representation and questions arise, the item may be postponed.

Please contact our office directly with questions at (207) 874-8557 or at bl@portlandmaine.gov.

Sincerely,

Zachary J. Lenhert
Licensing and Housing Safety Manager

FRAUD ALERT: The City of Portland is aware of a scam involving emails that create fake invoices and request payment for applications, inspections, or permit fees. Please note that the City of Portland will never ask you to wire funds; do not follow any such instructions. If you receive an email you believe to be a scam, please contact bl@portlandmaine.gov.

State of Maine

Bureau of Alcoholic Beverages & Lottery Operations

Application Copy

File Number: 144263 Job Type: Amendment Application

AMENDMENT TYPE	APPLICATION DATE RECEIVED
Permanent Modification of Premises	2026-04-08

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. What is your expected start date?

   5/5/2026

2. Do you have a license from the Office of the State Fire Marshal? Contact (207) 626-3870 to determine whether licensure is necessary.

   No

3. What is the reason for the increase in seating capacity?

   Outdoor Dining capability

4. Is the description and diagram for the increased capacity included in the primary license's Premises Description and Diagram?

   Yes

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Premises Floor Plan	Document_2026-04-08_095041.pdf	

APPLICANT

Brecken MacDougal

DECLARATION

☑ I certify that I am the applicant as described in this application, or that I am duly authorized to submit this application on the applicant's behalf.

All information provided in this application is accurate and correct. I understand that false statements made on this application are punishable by law. Knowingly supplying false information on this application is a Class D Offense under Maine's Criminal Code, punishable by confinement of up to one year, or by monetary fine of up to $2,000 or by both.



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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER
GRANTING MUNICIPAL OFFICERS' APPROVAL OF:

Pine & Neal LLC, dba Supper Club Cocktail Lounge. Application for Outdoor Dining on Public Property at 441 Congress Street

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 14, 2026

SUBJECT: Order 194-25/26 Granting Municipal Officers' Approval of Woof Play Eat LLC, dba Woof Play Eat. Application for Indoor Entertainment at 49 Northport Drive - Sponsored by Danielle P. West, City Manager

SPONSOR: The Mayor, City Manager, City Clerk, Corporation Counsel, the Planning Board, or up to three (3) members of the Council shall sponsor any orders or other items. If sponsored by a Council Committee, please include the date the committee met and the results of the vote.

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No If action cannot be taken at a later date, please explain why. Do NOT write yes or no; that will be automatically generated by the checkbox.

Does this item involve a new contract with the City: N/A

PRESENTATION: Please list the presenter(s), type, and length of presentation

I. SUMMARY

II. AGENDA DESCRIPTION

Application was filed on 4/13/26. This is an existing establishment adding Indoor Entertainment.

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

III. BACKGROUND

Background information that will not appear in the Agenda Description

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

Please indicate whether or not there is a financial impact. Please note that per Council Rule 12, this form must have "a separate fiscal impact statement memo attached if the impact of the item is $50,000 or more in a given fiscal year. This memo shall include details and information describing the fiscal impact including, but not limited to, projected costs, revenues or savings over a three (3) year period and/or any potential impacts on the City tax levy."

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Woof Play Eat_Council Packet
2. 2026.05.04_Woof Play Eat_Council Order

Prepared by:

Date: 04/14/2026

April 13, 2026
WOOF Play Eat, LLC
49 Northport Drive
Portland

Dear Mayor & City Council,
We are requesting an indoor entertainment license.
We would appreciate your consideration of this matter.

Thank You.

Member

CITY OF PORTLAND
Permitting and Inspections Department

Application for an Entertainment License

☒ Indoor Entertainment $500.00 ☐ Outdoor Entertainment $700.00 ☑ Combined Entertainment $800.00

☒ Sound Mitigation Fee $150.00

Business Information			
Establishment Name (d/b/a):	Woof Play Eat LLC	Phone:	2075601111
Location Address:	49 Northport Drive	Zip:	04103
Owner Name:	Brad Sterl	Phone:	6034967132
Owner Email:	brad@woofplayeat.com		
Contact Person responsible for Entertainment:	Brad Sterl	Phone:	6034967132
Contact Person Email:	brad@woofplayeat.com		
Manager of Establishment:	Haley Fauccet	Phone:	2075601111
Manager Email:	Haleyf@woofplayeat.com		

About Your Establishment

Describe in detail the type and nature of the business and proposed entertainment:
The establishment is a hybrid hospitality venue combining a full-service restaurant and bar with a professionally operated indoor dog park and daycare facility. The business focuses on providing elevated casual dining, beverage service, and supervised recreational space for dogs and their owners in a safe, clean, and well-managed environment. The primary operations are food and beverage service, along with structured dog care and monitored off-leash play.
Entertainment Intent:
The establishment proposes to offer limited, low-impact entertainment designed to complement the dining and social atmosphere. Entertainment will consist primarily of light music, with a focus on acoustic performances such as solo musicians or small duos, along

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

Signature _____ Title Member Date 4/13/26

For more information, refer to the City Code of Ordinance: Chapter 4 Amusements, at www.portlandmaine.gov

Sound Abatement and Installation Plan

Prepared for: *Woof Play Eat*

Location: 49 Northport Drive Portland, Maine

Prepared by: Michael Savant, Subculture Music & Arts LLC

Date: 10/06/2025

1. Project Overview

Woof Play Eat is committed to maintaining a welcoming and responsible acoustic environment that complies fully with the City of Portland's noise regulations. This plan outlines a comprehensive sound installation and abatement plan designed to ensure that noise levels at the property line remain at or below **40 dB(A)** and that sound levels at the main doors remain below **70 dB(A)** during all hours of operation.

All design, installation, calibration, and maintenance will be performed by a **Michael Savant(Subculture Music & Arts LLC)** for compliance, safety, and long-term performance. Our scope for the entertainment plan consist of minimally amplified acoustic performances encompassing folk, jazz music and the likes all within a range that is appropriate for the animals within the facility. The amplification will be compromised of two 8-10" 800 watt QSC K8.2 or similar speakers on stands with a proper multi-channel soundboard to mix the microphone and instruments and to monitor the sound levels both through a wired and wireless control surface. We tested with sound pressure measuring equipment capable of monitoring weighted measurements of both dba and dbc within the property as well as at the property line. The following is a more detailed look at our plan and how it will be put into play.

2. Objectives

• Maintain exterior noise emissions within **City of Portland legal limits.**

• Enhance the interior acoustic environment with strategic sound absorption and Diffusion if needed.

• Ensure long-term consistency of sound control through routine testing and maintenance.

• Preserve the comfort of patrons, staff, and neighboring properties.

3. Proposed Sound Control Measures

A. Acoustic Treatment and Materials

• Use **acoustic ceiling tiles** and **wall-mounted absorptive materials** with a minimum NRC (Noise Reduction Coef ficient) of 0.8 in key reflective zones.

• Apply **vibration isolation pads** beneath equipment and fixtures to reduce structureborne noise.

• Incorporate **door and window seals** using high grade gaskets and threshold sweeps to minimize leakage if needed.

B. Sound Containment and Barriers

• Installed **new-door entry systems** with sound-lock vestibules at the main access point.

• Utilize **high-STC-rated (Sound Transmission Class)** partitions to limit transfer between internal areas and the exterior envelope if needed via permanent or movable structures.

• Reinforce perimeter walls with additional layers of dense gypsum board and acoustic insulation if needed.

4. Target Noise Levels

Location Target Maximum Sound

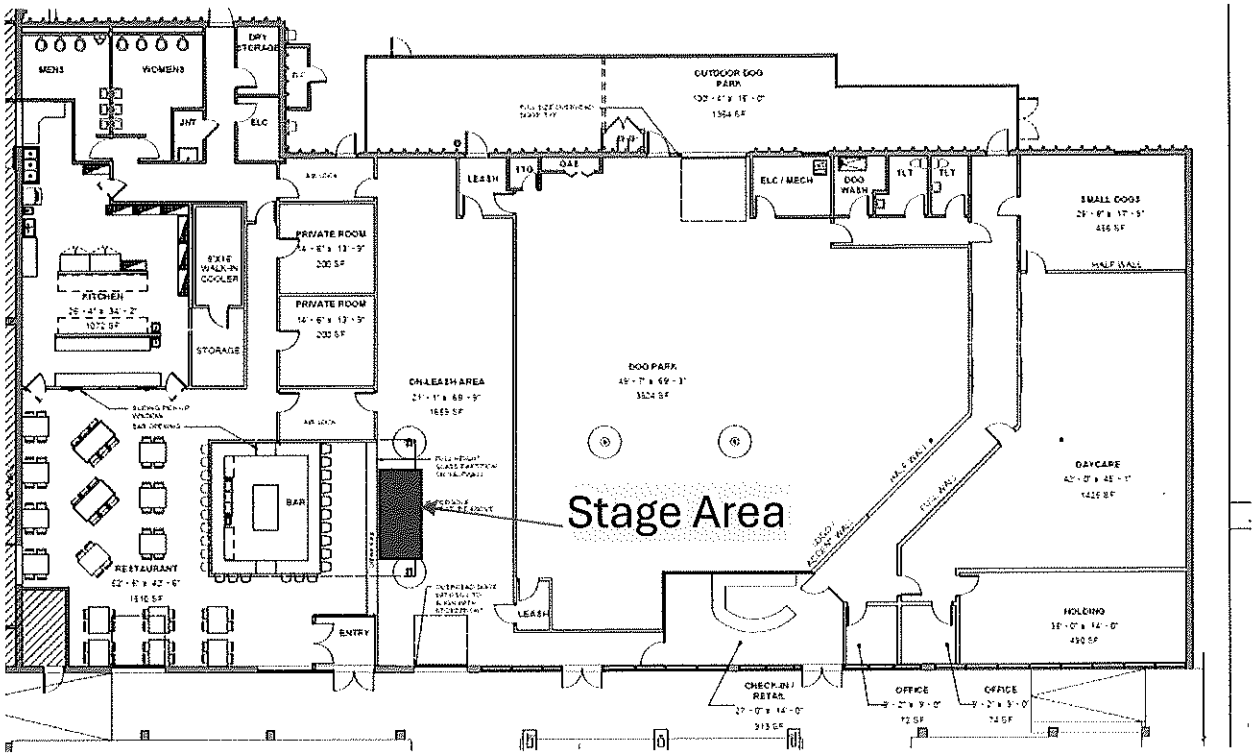
Level Compliance Standard

Property Line 40 dB(A) City of Portland Noise Ordinance

Door Thresholds < 70 dB(A) City of Portland Noise Ordinance

Interior Main Area Variable (Optimized for Comfort)

Professional Acoustic Standard



5. Certification of Sound Plan Compliance I, Michael Savant, on behalf of Subculture Music & Arts LLC, hereby certify that the sound abatement design, equipment specifications, and operational controls outlined in this Sound Abatement and Installation Proposal for Woof Play Eat, located at 49 Northport Drive, Portland, Maine, have been developed in accordance with industry best practices for acoustic management and are intended to comply with all applicable City of Portland noise ordinances. I further certify that: - I am experienced in professional sound system design, installation, and acoustic management for live performance environments. - The proposed system is designed to maintain sound levels at or below 40 dB(A) at the property line and below 70 dB(A) at entry points, as outlined in this document. - All sound equipment will be properly installed, calibrated, and monitored using professional-grade sound measurement tools capable of measuring both dB(A) and dB(C). - Ongoing monitoring and adjustments will be implemented to ensure continued compliance during operation. - The system and operational approach prioritize not only regulatory compliance but also the comfort of patrons, staff, animals, and neighboring properties. This certification is based on the information available at the time of preparation and assumes proper installation, use, and adherence to the operational guidelines described herein.

Certified by: Michael Savant Subculture Music & Arts LLC

Signature:_____

Date: _____10/06/205

Woof Play Eat_Indoor Entertainment_49 Northport

Robert Miller <robertjm@portlandmaine.gov> Tue, Apr 14, 2026 at 2:55 PM
To: Zachary Lenhert <zlenhert@portlandmaine.gov>
Cc: Zachary Finley <zackf@portlandmaine.gov>, Fire Prevention <fireprevention@portlandmaine.gov>, Katlyn Sawyer <ksawyer@portlandmaine.gov>, Ron Kelton <rkelton@portlandmaine.gov>, Zoning <zoning@portlandmaine.gov>, Matthew Caton <mcaton@portlandmaine.gov>, Laurie Carlson <lac@portlandmaine.gov>, Eric Cobb <ecobb@portlandmaine.gov>, "Lynch, Kim" <Kim.Lynch@maine.gov>, Benjamin Pearson <bnp@portlandmaine.gov>, Elisa Marr <emarr@portlandmaine.gov>, Tom Williams <tw@portlandmaine.gov>, Jason Grant <jgrant@portlandmaine.gov>, Treasury Division <treasury@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>, Christina Stacey <cstacey@portlandmaine.gov>, Kevin Schneck <kschneck@portlandmaine.gov>

All set with PD

On Tue, Apr 14, 2026 at 2:06 PM Zachary Lenhert <zlenhert@portlandmaine.gov> wrote:
[Quoted text hidden]

portland

Zachary Lenhert <zlenhert@portlandmaine.gov>

Woof Play Eat_Indoor Entertainment_49 Northport

Zoning <zoning@portlandmaine.gov> Tue, Apr 14, 2026 at 2:42 PM
To: Zoning <zoning@portlandmaine.gov>
Cc: Zachary Lenhert <zlenhert@portlandmaine.gov>, Zachary Finley <zackf@portlandmaine.gov>, Fire Prevention <fireprevention@portlandmaine.gov>, Katlyn Sawyer <ksawyer@portlandmaine.gov>, Ron Kelton <rkelton@portlandmaine.gov>, Matthew Caton <mcaton@portlandmaine.gov>, Laurie Carlson <lac@portlandmaine.gov>, Eric Cobb <ecobb@portlandmaine.gov>, "Lynch, Kim" <kim.lynch@maine.gov>, Benjamin Pearson <bnp@portlandmaine.gov>, Elisa Marr <emarr@portlandmaine.gov>, Tom Williams <tw@portlandmaine.gov>, Jason Grant <jgrant@portlandmaine.gov>, Treasury Division <treasury@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>, cstacey <cstacey@portlandmaine.gov>, Robert Miller <robertjm@portlandmaine.gov>, Kevin Schneck <kschneck@portlandmaine.gov>

Good Afternoon,

The right unit at 49 Northport is recreation & amusement center (dog park) with accessory dog daycare. Zoning approves.

Thank you,

Mac
--
Mac Coldwell

City of Portland
Zoning Specialist
Permitting & Inspections Department
389 Congress ST, Room #315
Email: mcoldwell@portlandmaine.gov
he/him

[Quoted text hidden]

City of Portland | Permitting and Inspections
Zachary Lenhert, Licensing and Housing Safety Manager

April 27, 2026

Woof Play Eat LLC
8 Old Ferry Landing Road
Rye, NH 03870

Re: Woof Play Eat LLC, dba Woof Play Eat. Application for Indoor Entertainment at 49 Northport Drive

Dear Woof Play Eat LLC:

This letter shall serve as a reminder of the public hearing before the Portland City Council on Monday May 4, 2026 at 5:00 p.m., for the review of application for Indoor Entertainment at 49 Northport Drive. The meeting will take place in person at Portland City Hall, in City Council Chambers on the 2nd Floor of 389 Congress Street.

You or a representative of the business must be present at this meeting in the event that the city council has questions regarding the license application. If there is no representation and questions arise, the item may be postponed.

Please contact our office directly with questions at (207) 874-8557 or at bl@portlandmaine.gov.

Sincerely,

Zachary J. Lenhert
Licensing and Housing Safety Manager

FRAUD ALERT: The City of Portland is aware of a scam involving emails that create fake invoices and request payment for applications, inspections, or permit fees. Please note that the City of Portland will never ask you to wire funds; do not follow any such instructions. If you receive an email you believe to be a scam, please contact bl@portlandmaine.gov.

Legal Advertisement

Notice of Public Hearing
City of Portland

A Public Hearing will be held on May 4, 2026 at 5:00 P.M., in City Council Chambers, 389 Congress St. for approval of Woof Play Eat LLC, dba Woof Play Eat. Application for Indoor Entertainment at 49 Northport Drive - Sponsored by Danielle P. West, City Manager

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER
GRANTING MUNICIPAL OFFICERS' APPROVAL OF:

Woof Play Eat LLC, dba Woof Play Eat. Application for Indoor Entertainment at 49 Northport Drive

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 28, 2026

SUBJECT: Order 195-25/26 Approving License Agreement For Farmers' Market In Monument Square Between The City Of Portland And Downtown Improvement District, Inc. - Sponsored by Danielle P. West, City Manager

SPONSOR: City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:

1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: Yes

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

This order approves a one-year license agreement for a farmers' market to be operated by Downtown Improvement District, Inc. (Portland Downtown) in Monument Square. Portland Downtown hopes that the market will help it continue its efforts to bring additional life to Monument Square and offer additional access to fresh produce for downtown residents and workers.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Consent Item - Granting Approval of Farmer's Market
2. Portland Downtown Farmer's Market License 2026 REVISED with Ex A

Prepared by:
Date: 04/28/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROVING LICENSE AGREEMENT FOR FARMERS' MARKET IN MONUMENT SQUARE BETWEEN THE CITY OF PORTLAND AND DOWNTOWN IMPROVEMENT DISTRICT, INC.

ORDERED, that the License Agreement between the City of Portland and Downtown Improvement District, Inc. for a Farmers' Market at Monument Square is hereby approved in substantially the form attached hereto; and

BE IT FURTHER ORDERED, that the City Manager is hereby authorized to execute the License Agreement and to whatever other documents are necessary to effect the intent and purpose of this order.

LICENSE AGREEMENT BY AND BETWEEN
CITY OF PORTLAND AND
DOWNTOWN IMPROVEMENT DISTRICT, INC

THIS LICENSE made effective as of May__ 2026, by and between the **CITY OF PORTLAND**, a municipal corporation located in Cumberland County, State of Maine (hereinafter the "**CITY**") and **DOWNTOWN IMPROVEMENT DISTRICT, INC. (d/b/a PORTLAND DOWNTOWN)**, with a mailing address of 22 Free Street, Suite 201, Portland, Maine 04101 (hereinafter "**LICENSEE**").

W I T N E S S E T H:

WHEREAS, **LICENSEE** desires to conduct a farmers' market known as the "Monumental Farmers' Market" using space on City property, and **CITY** desires to provide space to **LICENSEE** for that purpose; and

WHEREAS, **CITY** recognizes **LICENSEE** as being responsible for the coordination, implementation, and administration of all of the Farmers' Market Vendors (hereinafter "Vendors") at the Monumental Farmers' Market; and

WHEREAS, the **CITY** is willing to permit such use in conjunction with the **LICENSEE** so long as adequate protections are maintained for the **CITY** and its citizens;

NOW THEREFORE, the parties do hereby agree as follows:

1. Permit for Use of City Property.

CITY agrees to permit **LICENSEE** to operate an outdoor farmers' market as follows:

(a) On the first Friday of each month beginning June through October from 2pm – 6pm in Monument Square and Monument Way ("**PREMISES")**, the Monumental Farmers' Market shall be the primary use of Monument Square during that time.

(b) Vendors at the Farmers Market may arrive one hour prior for set-up and may remain one hour after for break-down.

2. Products to be sold.

In addition to local fruit, vegetables, flowers, seedlings, and plants grown under the Vendor's care for at least six (6) weeks, the following items may be sold at the Farmer's Markets, provided the product is produced, processed, or manufactured by the seller: (a) as required by the Association's approved Rules; and (b) in an establishment licensed by the Department of Agriculture to produce the item:

- Farm fresh eggs, provided they are stored at forty-five (45) degrees Fahrenheit during transport and display.
- Honey, jams, jellies, pickles, relishes, maple syrup, apple cider, packaged herbs or herb blends and pesto.
- Fresh meat and meat products, and fresh poultry and poultry products, provided that they are stored at or below forty (40) degrees Fahrenheit during transport and display at the public market.
- Frozen meat and meat products, and frozen poultry and poultry products, provided that it is stored such that it remains frozen during transport and display at the public market.
- Pasteurized and Not Pasteurized milk and milk products labeled and stored in compliance with Maine State Law.
- Cheese, provided that it is stored at or below forty (40) degrees Fahrenheit during transport and display.
- Raw or spun fiber.
- Hard cider, as defined in 28-A M.R.S.A. § 2 and any amendments thereto, provided however that the producer has a farm winery license; malt liquor and wine, produced subject to the provisions of 7 M.R.S.A Sec. 415, and any amendments thereto.
- Ferments, in compliance with Maine State law during production, storage, transport, and display.

The following items may be sold, provided that the total amount of sales from all such items does not exceed 49% of the total amount of sales made by the licensee at the Farmer's Markets:

- Any other edible produce that is a derivative of local plants or produce grown by any Vendor, provided that the Vendor holds the necessary license from the Department of Agriculture to produce such item(s). It is the intention that the Vendor would be allowed to produce and sell such items such as fruit pies, breads, squares and fruit filled cookies derived in whole or in part from the products grown on their farm. It does not allow for the sale of such items as rice crispy squares, chocolate chip cookies, chocolate fudge, or brownies, to name a few.

Any baked goods eligible to be sold at the public market must be individually or collectively wrapped while displayed and sold.

The sale of any potentially hazardous foods, which includes any perishable food or food products which consists, in whole or in part, of milk or any other ingredient capable of supporting rapid and progressive growth of infectious and toxigenic microorganisms, including but not limited to, cream fillings in pies, cakes or pastries, custard products, meringue topped bakery products, or butter cream type fillings in bakery products, will not be allowed.

3. Conditions.

A. **LICENSEE** agrees to maintain the premises in a clean and orderly fashion and to remove from the premises all trash and debris resulting from vending activities.

B. **LICENSEE** agrees to maintain the activities of the Monumental Farmers' Market in a peaceful and orderly fashion.

C. **LICENSEE** agrees that set up and operation in the locations specified in Paragraph one (1) above shall be subject to reasonable restrictions as determined by staff of the Parks, Recreation and Facilities Department to be necessary to minimize damage to City property and the park environment or to accommodate necessary construction or repairs.

Failure to comply with the conditions outlined in this paragraph three (3) may result in the imposition of fees in the amount of $100.00 per violation for each day that a violation of this paragraph continues and/or termination of this Agreement pursuant to Paragraph 13, below.

4. Term.

This Agreement shall be effective from the date of execution through June 1, 2027 unless this License is sooner terminated by either **LICENSEE** or **CITY**, as provided herein.

5. Fees

LICENSEE agrees to pay to **CITY** a fee in the amount of one hundred dollars ($100) per Vendor per year for the right to use City property as described in paragraph one (1) above. The number of Vendors shall be determined at the annual meeting of the **LICENSEE** and a list of Vendors shall be submitted to the City annually with payment. Additional Vendors may be added by LICENSEE during the license year by submission of additional Vendor names and corresponding annual Vendor fees to the Office of Permitting and Inspections. The annual Vendor fee paid by LICENSEE for each Vendor shall be the only fee or charge required by the City in order for a Vendor to participate in a Farmers Market under paragraph 1 above. In addition, there shall be a forty-five dollars ($45) initial application fee paid by **LICENSEE** for this License, and a thirty-five dollars ($35) fee per annual renewal. The initial application fee and annual renewal fees will be due and payable on or before March 31st of each year. No refunds shall be granted in the event of early termination of this License.

For the term of this agreement as defined by paragraph four (4) above, **CITY** will credit **LICENSEE** for the amount of fees received by the **CITY** on the date of execution from

currently licensed Vendors. The list of currently licensed Vendors is attached hereto as **Exhibit A**. **LICENSEE** shall also credit the Vendors listed in **Exhibit A** for the amount of the license fee already paid.

6. Repairs and Maintenance

LICENSEE represents that it has inspected and examined the **PREMISES** and accepts them in their present condition, and agrees that **CITY** shall not be required to make any improvements whatsoever in or upon the **PREMISES** or any part thereof **LICENSEE** agrees to keep said **PREMISES** safe and in good order and condition at all times during the term hereof, and upon expiration of this License or any sooner termination thereof, **LICENSEE** will quit and surrender the possession of the **PREMISES** quietly and peaceably and in as good order and condition as they were at the commencement hereof, reasonable wear, tear, damage by the elements, and damage by third parties other than **LICENSEE** and Vendors, excepted; **LICENSEE** further agrees to leave the **PREMISES** free from all nuisance and dangerous or defective conditions not in existence at the commencement of this License and attributable to **LICENSEE**'s operations.

7. Assignment

This License may not be assigned without the prior written consent of the City Manager, provided that this limitation on assignment shall not limit the authority of LICENSEE to permit duly authorized Vendors to use stalls within the Farmers' Market with authority of **LICENSEE as permitted by this Agreement**.

8. Management of Vendors

LICENSEE shall require each Vendor to submit an application to use stalls at the Farmers' Market, said application form to be mutually agreed upon by the parties**. LICENSEE** shall obtain and maintain a copy of any required state licenses and certificates of insurance from its Vendors and shall keep them with the Vendor's application. **CITY** shall have the right to inspect **LICENSEE**'s Vendor files in regard to applications and licensing.

9. Insurance

Prior to the execution of this Agreement, LICENSEE will procure and maintain:

- Occurrence based Commercial General Liability Insurance coverage in amounts of not less than One Million Dollars ($1,000,000.00) per occurrence for bodily injury, death and property damage;
- Workers' Compensation Insurance coverage to the extent required by law, which shall include an endorsement waiving all rights of subrogation against the City of Portland, its officers or employees;

With respect to the Commercial General Liability and Automobile Liability Insurance, the LICENSEE shall name the CITY as an additional insured for coverage for claims for which the City does not have governmental immunity, including, without limitation, those areas where government immunity has been expressly waived as set forth in 14 M.R.S. A. § 8104-A, as limited by § 8104-B, and § 8111. This provision shall not be deemed a waiver of any defenses, immunities or limitations of liability or damages available to the CITY under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, common law, or any other defenses, immunities or limitations of liability available to the CITY. Policies required herein shall be primary and noncontributory. Prior to execution of this Agreement, LICENSEE shall furnish the CITY and thereafter maintain certificates evidencing all such coverages, which certificates shall guarantee thirty (30) days' notice to the CITY of termination of insurance from the insurance provider or agent. LICENSEE shall also provide a copy of any endorsement naming the CITY as additional insured. The Workers' Compensation insurance shall include an endorsement waiving all rights of subrogation against the City of Portland, its officers or employees. Upon CITY'S request, LICENSEE shall provide CITY with a complete copy of any of the above-referenced policies. LICENSEE shall be responsible for any and all deductibles and/or self-insured retentions (not to exceed $10,000.00 without prior written approval of Corporation Counsel). CITY's acceptance or lack of acceptance of LICENSEE's Certificate of Insurance or other evidence of insurance shall not be construed as a waiver of the LICENSEE's obligation to obtain and maintain such insurance as required by this Agreement.

LICENSEE shall also require each Vendor to submit to **LICENSEE** with its application a certificate of insurance demonstrating that Vendor has in effect the insurance policies described above.

10. Indemnification

LICENSEE shall defend, indemnify and hold harmless the **CITY** and **CITY**'s officers, elected officials, and employees, from and against any and all claims, demands, suits, expenses (including reasonable attorney's fees) and judgments by or on behalf of any person or entity, arising out of **LICENSEE'S** use or occupancy of the **PREMISES** under this License. Without limiting the generality of this Article, **LICENSEE** expressly agrees to defend, indemnify and hold harmless the **CITY** from and against the following:

A. Employee Claims. Claims of LICENSEE, its employees and all Vendors and their employees or their estates for workplace-related injuries or death sustained on the PREMISES during the course of such employees' employment, including a waiver of subrogation for claims of such workers' compensation insurance carriers pursuant to 39-A M.R.S §107, as amended.

B. Other Claims. Claims of any person, entity or estate for personal injury, property damage, or death occurring on or from the **PREMISES** and arising out of the business operations on the **PREMISES of LICENSEE**, and its officers and employees and Vendors and their officers and employees.

This Section shall survive termination of this License and all insurance hereunder shall be primary to any insurance or self-insurance of **CITY**.

12. Revocable License

This License is revocable by the CITY with or without cause upon thirty (30) days' notice to LICENSEE. However, if said revocation is due to LICENSEE's failure to comply with any provisions of this License, CITY may revoke this License immediately.

13. Release.

LICENSEE hereby releases the CITY and its officers, agents and personnel (collectively, the "Releasees") from any and all claims, liabilities, damages, losses, costs, fees and expenses arising out of or resulting, directly or indirectly, from LICENSEE's use of any City Property, including, without limitation, injuries, losses and damages for bodily injury (including disability or death) and property damage, regardless of cause, including any and all claims, damages and liabilities that arise out of or result from any actions or omissions, including negligence, on the part of any of the Releasees. LICENSEE promises not to sue any of the Releasees with respect to any such claims or liabilities. This waiver and release is intended to be as broad as the law allows and shall survive termination of this agreement.

14. Restoration.

LICENSEE agrees that it shall restore, repair, and replace all aspects of the City Property that are disturbed or damaged as a result of LICENSEE's presence or work on the City Property or the presence or work of its employees, contractors, subcontractors, invitees or volunteers. Any and all such repair, replacement, and restoration work shall be performed to the City's satisfaction and at the sole expense of LICENSEE. LICENSEE acknowledges and agrees that its obligation to repair, replace, and restore all aspects of the City Property under this paragraph shall survive the termination of this License.

15. No Property Rights.

This instrument is a license only and no provision hereof shall be construed as conveying an easement or other estate in land.

16. Notices

Any notices which are required hereunder, or which either **LICENSEE** or **CITY** may desire to serve upon the other shall be in writing and shall be deemed served when delivered personally, or when deposited in the United States mail, postage pre-paid, return receipt requested, addressed to Portland Downtown c/o Cary Tyson, 55 Free Street, Portland, Maine 04101 or addressed to City of Portland, City Manager, 389 Congress Street, Portland, Maine 04101, with copy to Corporation Counsel, 389 Congress Street, Portland, Maine. 04101

17. **Waiver**

Waiver of either party of any default in performance by the other of any terms, covenants, or conditions contained herein, shall not be deemed a continuing waiver of the same or any subsequent default herein.

18. **Compliance with Laws**

Each party agrees to comply with all laws, ordinances, rules and regulations which may pertain or apply to the PREMISES and the use thereof, including without limitation, all laws regarding non-discrimination and equal employment opportunity.

19. **Successors in Interest**

All of the terms, covenants and conditions contained herein shall continue, and bind all successors in interest of **LICENSEE** and **CITY** respectfully, herein.

Said **CITY OF PORTLAND** and **DOWNTOWN IMPROVEMENT DISTRICT, INC** have caused this License to be signed by their duly authorized representatives as of the date first set forth above.

CITY OF PORTLAND

_____
By: Danielle P. West
Its: City Manager

DOWNTOWN IMPROVEMENT DISTRICT, INC.

_____
By: Cary Tyson
Its: Executive Director

EXHIBIT A

Replenova Farm

Dancing Harvest Farm

Eggs Plus Farm

Pen and Cob Farm

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: THE CITY COUNCIL WILL HOLD A FIRST READ ON THE FISCAL YEAR 2027 SCHOOL BUDGET AT THIS COUNCIL MEETING (MAY 4, 2026) AND WILL ACCEPT PUBLIC COMMENT. THE SECOND READ AND A PUBLIC HEARING ON THE SCHOOL BUDGET WILL BE HELD ON MAY 18, 2026 AT 5:00 PM.

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION
The City Council Finance Committee voted on April 28, 2026 to recommend passage of FY27 School Board Recommended Budget as presented by Superintendent Scallon in the amount of $167,001,038. Passed (3-0).

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS
1. FY27BoardofEducationRecommendedBudgetBook

Prepared by:
Date: 04/22/2026

ON COURSE FOR
STUDENT SUCCESS

Portland Public Schools

Fiscal Year 2027

Board of Education Recommended Budget

April 14, 2026

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PORTLAND PUBLIC SCHOOLS
prepared & empowered

April 18, 2026

Mayor Dion and Members of the Portland City Council:

On behalf of the Portland Board of Public Education, I and Superintendent Ryan Scallon present our recommended fiscal year 2027 (FY27) budget for the Portland Public Schools to you, in accordance with the City Charter.

This $179.3 million proposal for 2026-2027 is the culmination of a months-long collaborative process involving staff, families and community stakeholders.

The theme of this year's budget, "On Course for Student Success," reflects a pivotal moment for the Portland Public Schools. We are currently in the second year of implementing our five-year Strategic Plan, "One District, One Plan." Our plan calls for keeping equity at the center, strengthening achievement, supporting the whole student, investing in our people, and building effective systems that sustain excellence.

This budget is designed to maintain and grow the academic and other social-emotional gains we have achieved under this plan while pursuing operational efficiencies and other savings to mitigate the impact on Portland taxpayers.

The Strategic Case for Investment

Two years ago, this district launched a commitment to keep equity at the center of every decision. We are now seeing the measurable return on that investment. Recent data confirms improved outcomes in both reading and math, with significant growth among economically disadvantaged students, multilingual learners and students with individualized education programs (IEPs).

Beyond academics, chronic absenteeism has decreased in the last year and we've had fewer incidents of student suspensions. Fewer students are missing school or being removed from class—more students are engaged in learning.

These gains are not isolated successes. They reflect the efforts of everyone in our District, from custodians to HR analysts, teachers to principals, and everyone else focused on improving experiences and outcomes for students. They demonstrate that our Strategic Plan is delivering results.

This budget maintains the core of that progress:

In **Achievement**, this budget invests in high-quality instructional materials for secondary math. We are prepared to adopt a new, research-aligned program that ensures all students have access to rigorous, grade-level tasks.

This budget allows us to expand early literacy support by adding education technicians to first grade in three schools. This year, we piloted early literacy education technicians in our Title I kindergarten classes—and early data shows increased progress monitoring and positive academic trends.

We are also supporting development of a Local Black History curriculum, building on our leadership in Wabanaki Studies, so that students see themselves reflected in what they learn. This budget includes a half-time staff member to support the development of the Black History curriculum, while the Foundation for Portland Public Schools has committed to paying for any related non-personnel expenses.

In **Whole Student**, we are expanding pre-kindergarten and preparing to assume responsibility for early childhood special education services for four-year-olds, as required by the state. This budget includes a $5.1 million investment, expected to be fully reimbursed by the state, and consequently at no cost to the District. Early intervention strengthens kindergarten readiness and long-term academic outcomes.

In **Equity** and **People**, we are proposing to extend leadership dedicated to student, family, and community engagement and we're budgeting for an equity audit and Civil Rights Officer. We are investing in leadership development and expanding tuition reimbursement and ESOL credentialing to strengthen instructional capacity.

In **Systems**, our budget will continue work on financial transparency and facilities planning, increasing school supply budgets using an equity-based formula and advancing the MainePERS reconciliation to ensure fiscal accountability.

Navigating Fiscal Challenges: Reductions & Revisions

The development of the FY27 budget was marked by significant fiscal pressures. Under the state's Essential Programs and Services (EPS) formula, Portland faces a $4.1 million decrease in state funding in FY27. This reduction is largely driven by two factors: a decrease in student enrollment and a significant increase in the city's overall property values.

On a slightly more upbeat note, we learned that Portland will receive an additional $420,000 for FY27 that is included in the state supplemental budget that the Legislature recently passed. However, it's not enough to offset such a large loss in revenue under EPS, and while the Legislature has now approved changes in the

formula, the earliest that Portland will see any positive impact from the EPS revisions will be FY28.

Less state funding means more of a burden on City taxpayers. Recognizing this, both the Board's Finance Committee and the full Board worked tirelessly to identify savings that would minimize the tax impact while maintaining and investing in student services.

Taxpayer Impact and Community Stewardship

We on the Board are deeply sensitive to the fact that school funding is a shared community responsibility. Every amendment made during the budget process was viewed through the lens of balancing student needs with the financial reality of Portland residents.

For FY27, just as we did for FY25 and F26, we are presenting to you a budget with the entire picture—including not only local funds, but grants, Title funds (federal supplemental funds to school districts to assist schools with the highest student concentrations of poverty in meeting educational goals), and the state reimbursement for early childhood special education.

The Board's recommended budget of $179.3 million consists of a local budget of $167 million and $12.3 million in additional funds. If approved, this would result in an estimated 5.68 percent increase in the school portion of the property tax rate. For the owner of a median-priced $566,600 home, the budget would raise property taxes by $201.60 per year or $16.80 per month.

Conclusion

This budget represents a balanced, honest approach in a difficult fiscal year. It calls for the most efficient use of our resources while continuing to maintain and strengthen the gains our students have made in the past two years.

We ask the City Council to support this budget and send it to Portland voters for final approval on June 9. Together, we can ensure that Portland's public schools remain on course for success, providing the high-quality education our students deserve and that our community expects.

Respectfully submitted,

Sarah Lentz, Chair

Portland Board of Public Education

Vision

All learners will be fully prepared to participate and succeed in a diverse and ever-changing world.

Mission

The Portland Public Schools is responsible for ensuring a challenging, relevant, and joyful education that empowers every learner to make a difference in the world. We build relationships among families, educators and the community to promote the healthy development and academic achievement of every learner.

Fiscal Year 2027 Budget Timeline

Date	Time	Activity	Location
Tuesday, December 08, 2025	6:00 PM	Finance Committee: Preview of Board Meeting Where Finance Team, Updates, and Finances Will Be Reviewed Board Exploration Questions	via Zoom
December 2025 -February 2026		Superintendent Works with District Staff	
Monday, January 12, 2026	6:00 PM	Finance Committee: Vote on CIP	via Zoom
Monday, January 26, 2026	5:00 PM	City Budget Workshop	
Monday, February 9, 2026	6:00 PM	School Finance Committee Budget Update	via Zoom
Tuesday, February 10, 2026	6:00 PM	Public Forum on the 2027 School Year Budget	School Board Meeting
Monday, February 23, 2026	6:00 PM	School Finance Committee Budget Review	via Zoom
Thursday, February 26, 2026	6:00 PM	Tentative: City Finance Committee Vote on CIP	Via City Finance Committee
Monday, March 2, 2026	6:00 PM	Tentative: City Council 1st Read CIP	Via City Finance Committee
Tuesday, March 10, 2026	6:00 PM	Superintendent Presents Recommended Budget • Must occur no later than 3.5 months before the end of the fiscal year	School Board Meeting
Monday, March 16, 2026	6:00 PM	Tentative: City Council 2nd Read & Vote CIP	Via City Finance Committee
Monday, March 23, 2026	6:00 PM	School Finance Committee Public Hearing and Vote on Budget to School Board for Approval	via Zoom
Thursday, March 26, 2026	6:00 PM	Joint City & School Finance Committee Meeting and Budget Review Meeting #1 • Per City Charter, two (2) joint meetings must occur during the thirty (30) days following submission of the Superintendent's Proposed Budget to the School Board	Joint Meeting via Zoom
Tuesday, March 31, 2026	6:00 PM	1st Reading of Recommended Budget and Public Hearing • Per School Board Policy, at least two (2) public hearings on the school budget	School Board Meeting
Thursday, April 2, 2026	6:00 PM	Joint City & School Finance Committee Meeting and Budget Review Meeting #2 • Per City Charter, two (2) joint meetings must occur during the thirty (30) days following submission of the Superintendent's Proposed Budget to the School Board	Joint Meeting via Zoom
Monday, April 13, 2026	6:00 PM	School Finance Committee Budget Review	via Zoom.
Tuesday, April 14, 2026	6:00 PM	2nd Reading of Recommended Budget and Public Hearing and Vote to Recommend Budget to City Council • Per School Board Policy, at least two (2) public hearings on the school budget	School Board Meeting.
Thursday, April 30, 2026	5:00 PM	Tentative: City Finance Committee Review & Refer School Board Budget and Vote to Recommend to City Council	City Finance Committee Meeting via Zoom
Monday, May 4, 2026	5:00 PM	Tentative: City Council 1st Reading of Budget at Public Hearing	City Council Meeting
Monday, May 18, 2026	5:00 PM	City Council 2nd Reading of Budget at Public Hearing and Vote for School Board Budget to Referendum	City Council Meeting
Tuesday, June 9, 2026		Public Referendum on School Budget • Must occur 10 to 30 days following City Council Approval Vote for School Board Budget to Referendum	7

Portland Board of Public Education

Sarah Lentz
School Board Chair
At-Large
(2028)

Abusana “Micky” Bondo
Vice Chair
District 1
(2027)

Sarah Brydon
District 5
(2026)

Ali Ali
District 2
(2027)

Maya Lena
At-Large
(2027)

Julianne Opperman
District 3
(2028)

Usira Ali
At-Large
(2026)

Fatuma Noor
District 4
(2026)

Jayne Sawtelle
At-Large
(2028)

PORTLAND PUBLIC SCHOOLS

Fiscal Year 2027 Revenues

Similar to last year's budget, all revenues and expenses are presented, not just those in the local budget. Our local funding increases in this budget as a proportion of our overall funding, as state funding decreases. As a district, we are limited in increasing our revenues.

Here are the revenue sources for FY27:

Portland Public Schools
FY2027 Summary Revenue Budget
General, Adult Ed, and Food Service Funds - Summary
Board of Education Recommended Budget
April 14, 2026

	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
Local Revenue (non-tax)								
General	$1,325,741	$1,510,369	$478,000	$478,000	$478,000	$478,000	$0	0.0%
Adult Ed	$132,677	$111,358	$80,000	$80,000	$80,000	$80,000	$0	0.0%
Food Service	$63,205	$56,532	$51,500	$63,150	$63,150	$63,150	$11,650	22.6%
Total Local Revenue	**$1,521,623**	**$1,678,259**	**$609,500**	**$621,150**	**$621,150**	**$621,150**	**$11,650**	**1.9%**
State Revenue								
General	$25,930,307	$24,180,785	$23,861,285	$19,663,251	$19,663,251	$20,083,251	-$3,778,034	-15.8%
Adult Ed	$650,923	$901,223	$940,184	$952,516	$952,516	$952,516	$12,332	1.3%
Food Services	$1,533,203	$1,609,677	$1,578,214	$1,653,000	$1,653,000	$1,653,000	$74,786	4.7%
Total State Revenue	**$28,114,433**	**$26,691,684**	**$26,379,683**	**$22,268,767**	**$22,268,767**	**$22,688,767**	**-$3,690,916**	**-14.0%**
Federal Revenue								
General	$282,040	$257,807	$445,000	$445,000	$445,000	$695,000	$250,000	56.2%
Food Services	$3,000,577	$3,150,598	$3,147,141	$3,654,875	$3,654,875	$3,654,875	$507,734	16.1%
Total Federal Revenue	**$3,282,617**	**$3,408,405**	**$3,592,141**	**$4,099,875**	**$4,099,875**	**$4,349,875**	**$757,734**	**21.1%**
Total Non-Tax Revenue	**$32,918,673**	**$31,778,349**	**$30,581,324**	**$26,989,792**	**$26,989,792**	**$27,659,792**	**-$2,921,532**	**-9.6%**
Use of Fund Balance								
General	$557,270	$1,272,572	$3,900,000	$3,900,000	$3,900,000	$3,900,000	$0	0.0%
Adult Education	$190,736	$89,270	$236,889	$0	$0	$0	-$236,889	-100.0%
Food Services	$18,048	$395,291	$856,782	$0	$0	$0	-$856,782	-100.0%
Total Fund Balance	**$766,055**	**$1,757,133**	**$4,993,671**	**$3,900,000**	**$3,900,000**	**$3,900,000**	**-$1,093,671**	**-21.9%**
Property Taxes								
General Education	$108,928,268	$117,333,679	$125,019,522	$134,146,619	$133,009,476	$133,092,313	$8,072,791	6.457%
Adult Education	$1,921,740	$2,068,945	$2,206,457	$2,367,541	$2,347,471	$2,348,933	$142,476	6.457%
Food Services	$0	$0	$0	$0	$0	$0	$0	0.0%
Total Property Tax	**$110,850,008**	**$119,402,624**	**$127,225,979**	**$136,514,160**	**$135,356,947**	**$135,441,246**	**$8,215,267**	**6.5%**
Total Revenue	**$144,534,735**	**$152,938,106**	**$162,800,974**	**$167,403,952**	**$166,246,739**	**$167,001,038**	**$4,200,064**	**2.6%**

Portland Public Schools
FY2027 Detailed Revenue Budget
General, Adult Ed, and Food Service Funds - Detail
Board of Education Recommended Budget
April 14, 2026

	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
GENERAL FUND								
Local Revenue								
Property Tax Revenue	$108,928,268	$117,333,679	$125,019,522	$134,146,619	$133,009,476	$133,092,313	$8,072,791	6.5%
Tuition Public K-8	$211,921	$187,932	$235,000	$235,000	$235,000	$235,000	$0	0.0%
Tuition Public 9-12	$159,488	$138,316	$130,000	$130,000	$130,000	$130,000	$0	0.0%
Transportation - Other Org	$63,772	$64,664	$50,000	$50,000	$50,000	$50,000	$0	0.0%
Interest on Investments	$3,000	$0	$3,000	$3,000	$3,000	$3,000	$0	0.0%
Admissions 9-12	$0	$0	$0	$0	$0	$0	$0	0.0%
Building Rentals	$58,060	$53,190	$49,500	$49,500	$49,500	$49,500	$0	0.0%
Donations/Contributions	$0	$0	$0	$0	$0	$0	$0	0.0%
Misc Local Revenue	$818,650	$251,447	$10,000	$10,000	$10,000	$10,000	$0	0.0%
Sped revenue/Other Local Gov	$0	$0	$0	$0	$0	$0	$0	0.0%
Refund Prior YR Expenditures	$0	$0	$0	$0	$0	$0	$0	0.0%
Misc Sales and Refunds	$0	$0	$500	$500	$500	$500	$0	0.0%
Special Revenue Transfer	$0	$737,124	$0	$0	$0	$0	$0	0.0%
Insurance Proceeds	$0	$77,483	$0	$0	$0	$0	$0	0.0%
Proceeds from Disposal of Property	$849	$215	$0	$0	$0	$0	$0	0.0%
Proceeds from Disposal of Buses	$10,000	$0	$0	$0	$0	$0	$0	0.0%
Total Local	**$110,254,009**	**$118,844,048**	**$125,497,522**	**$134,624,619**	**$133,487,476**	**$133,570,313**	**$8,072,791**	**6.4%**
State Revenue								
State Share EPS (State Subsidy)	$17,039,433	$17,290,947	$17,055,500	$12,745,972	$12,745,972	$13,165,972	-$3,889,528	-22.8%
State Reimbursement Debt Service	$3,214,721	$3,108,476	$2,855,075	$2,431,368	$2,431,368	$2,431,368	-$423,707	-14.8%
Career & Technical Education Center Allocation	$3,523,947	$3,716,194	$3,724,663	$3,987,137	$3,987,137	$3,987,137	$262,474	7.0%
Multilingual Learner Hardship Funds	$2,071,314	$185,339	$0	$0	$0	$0	$0	0.0%
Education Service Center Member Allocation	$181,185	$186,430	$0	$177,293	$177,293	$177,293	$177,293	100.0%
State Agency Client	$213,689	$152,091	$226,047	$226,047	$226,047	$226,047	$0	0.0%
Less: MaineCare Seed (Private & Public)	($439,315)	($634,105)	$0	$0	$0	$0	$0	0.0%
MLTI Distinguished Educator	$82,333	$140,313	$0	$95,434	$95,434	$95,434	$95,434	100.0%
National Board - Salary Supplement	$43,000	$35,100	$0	$0	$0	$0	$0	0.0%
Total State	**$25,930,307**	**$24,180,785**	**$23,861,285**	**$19,663,251**	**$19,663,251**	**$20,083,251**	**-$3,778,034**	**-15.8%**
Federal Revenue								
MaineCare Medicaid Reimbursement	$188,497	$222,869	$400,000	$400,000	$400,000	$650,000	$250,000	62.5%
Federal Impact Aid	$93,543	$34,938	$45,000	$45,000	$45,000	$45,000	$0	0.0%
Total Federal	**$282,040**	**$257,807**	**$445,000**	**$445,000**	**$445,000**	**$695,000**	**$250,000**	**56.2%**
TOTAL GENERAL FUND	**$136,466,356**	**$143,282,640**	**$149,803,807**	**$154,732,870**	**$153,595,727**	**$154,348,564**	**$4,544,757**	**3.0%**
USE OF FUND BALANCE	**$557,270**	**$1,272,572**	**$3,900,000**	**$3,900,000**	**$3,900,000**	**$3,900,000**	**$0**	**0.0%**
TOTAL PRE-K-12 GENERAL FUND REVENUE & FUND BALANCE	**$137,023,625**	**$144,555,212**	**$153,703,807**	**$158,632,870**	**$157,495,727**	**$158,248,564**	**$4,544,757**	**3.0%**
ADULT EDUCATION								
Adult Education Local Revenue								
Local Funds (tax levy)	$1,921,740	$2,068,945	$2,206,457	$2,367,541	$2,347,471	$2,348,933	$142,476	6.5%
Tuition Individual Enrichment	$130,706	$110,215	$80,000	$80,000	$80,000	$80,000	$0	0.0%
Tuition Individual Vocational	$600	$70	$0	$0	$0	$0	$0	0.0%
Tuition Other Academic	$1,372	$845	$0	$0	$0	$0	$0	0.0%
Adult Education Misc Revenue	$0	$228	$0	$0	$0	$0	$0	0.0%
Fund Transfers	$0	$0	$0	$0	$0	$0	$0	0.0%
Adult Education Local Revenue	**$2,054,417**	**$2,180,303**	**$2,286,457**	**$2,447,541**	**$2,427,471**	**$2,428,933**	**$142,476**	**6.2%**
Adult Education State Revenue								
Adult Education State Subsidy	$650,923	$901,223	$940,184	$952,516	$952,516	$952,516	$0	1.3%
Adult Education State Subsidy	**$650,923**	**$901,223**	**$940,184**	**$952,516**	**$952,516**	**$952,516**	**$0**	**1.3%**
USE OF FUND BALANCE	**$190,736**	**$89,270**	**$236,889**	**$0**	**$0**	**$0**	**-$236,889**	**-100.0%**
TOTAL ADULT EDUCATION REVENUE	**$2,896,077**	**$3,170,796**	**$3,463,530**	**$3,400,057**	**$3,379,987**	**$3,381,449**	**-$82,081**	**-2.4%**

Portland Public Schools
FY2027 Detailed Revenue Budget
General, Adult Ed, and Food Service Funds - Detail
Board of Education Recommended Budget
April 14, 2026

	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
FOOD SERVICE								
Food Service Local Revenue								
Local Funds (tax levy)	$0	$0	$0	$0	$0	$0	$0	0.0%
Daily Sales - Lunch	-$57	$0	$0	$0	$0	$0	$0	0.0%
Daily Sales Non-Reimbursement	$51,510	$34,471	$37,500	$51,500	$51,500	$51,500	$14,000	37.3%
Special Functions	$1,532	$604	$5,000	$8,650	$8,650	$8,650	$3,650	73.0%
Building Rentals	$6,000	$6,000	$6,000	$0	$0	$0	-$6,000	-100.0%
Donations/Contributions	$1,000	$12,017	$0	$0	$0	$0	$0	0.0%
Misc Sales and Refunds/Nutrition	$3,220	$3,440	$3,000	$3,000	$3,000	$3,000	$0	0.0%
Food Services Local Revenue	**$63,205**	**$56,532**	**$51,500**	**$63,150**	**$63,150**	**$63,150**	**$11,650**	**22.6%**
Food Services State Revenue								
State Reimbursement	$1,097,799	$1,178,367	$1,148,765	$1,200,000	$1,200,000	$1,200,000	$51,235	4.5%
Local Produce	$33,712	$7,685	$5,500	$10,000	$10,000	$10,000	$4,500	81.8%
Breakfast Reduced State	$2,112	$1,475	$2,258	$0	$0	$0	-$2,258	-100.0%
Breakfast Paid State	$399,580	$422,150	$421,691	$443,000	$443,000	$443,000	$21,309	5.1%
Food Services State Revenue	**$1,533,203**	**$1,609,677**	**$1,578,214**	**$1,653,000**	**$1,653,000**	**$1,653,000**	**$74,786**	**4.7%**
Food Service Federal Revenue								
After School Snack	$712	$0	$962	$1,350	$1,350	$1,350	$388	40.3%
Summer Food Program	$13,606	$101,074	$118,276	$118,276	$118,276	$118,276	$0	0.0%
Performance Based Lunch	$0	$0	$0	$0	$0	$0	$0	0.0%
Reimbursement Lunch - Regular	$291,283	$284,251	$320,586	$342,000	$342,000	$342,000	$21,414	6.7%
Reimbursement Lunch - Reduced	$0	$0	$0	$0	$0	$0	$0	0.0%
Reimbursement Lunch - Free	$1,271,254	$1,398,783	$1,370,452	$1,600,000	$1,600,000	$1,600,000	$229,548	16.7%
Reimbursement Breakfast	$774,496	$772,886	$790,258	$990,000	$990,000	$990,000	$199,742	25.3%
Federal Non-Food Assistance	$10,448	$0	$0	$0	$0	$0	$0	0.0%
Payments in Lieu of Comm	$234,290	$275,746	$282,870	$290,132	$290,132	$290,132	$7,262	2.6%
Fresh Fruits and Veggies	$112,000	$116,287	$100,800	$129,024	$129,024	$129,024	$28,224	28.0%
Child/Adult Care Food Program	$146,713	$201,571	$162,937	$184,093	$184,093	$184,093	$21,156	13.0%
Supply Chain Assistance Funds	$145,774	$0	$0	$0	$0	$0	$0	0.0%
Food Services Federal Revenue	**$3,000,577**	**$3,150,598**	**$3,147,141**	**$3,654,875**	**$3,654,875**	**$3,654,875**	**$507,734**	**16.1%**
USE OF FUND BALANCE	**$18,048**	**$395,291**	**$856,782**	**$0**	**$0**	**$0**	**-$856,782**	**-100.0%**
TOTAL FOOD SERVICES REVENUE	**$4,615,033**	**$5,212,098**	**$5,633,637**	**$5,371,025**	**$5,371,025**	**$5,371,025**	**-$262,612**	**-4.7%**
TOTAL REVENUE & OTHER FUNDING SOURCES	**$144,534,735**	**$152,938,106**	**$162,800,974**	**$167,403,952**	**$166,246,739**	**$167,001,038**	**$4,200,064**	**2.6%**

Portland Public Schools
FY2027 Detailed Revenue Budget
General, Adult Ed, and Food Service Funds - All Funds
Board of Education Recommended Budget
April 14, 2026

	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
GENERAL								
Local Revenue								
General	$110,254,009	$118,844,048	$125,497,522	$134,624,619	$133,487,476	$133,570,313	$8,072,791	6.4%
Adult Ed	$2,054,417	$2,180,303	$2,286,457	$2,447,541	$2,427,471	$2,428,933	$142,476	6.2%
Food Service	$63,205	$56,532	$51,500	$63,150	$63,150	$63,150	$11,650	22.6%
Total Local Revenue	**$112,371,631**	**$121,080,883**	**$127,835,479**	**$137,135,310**	**$135,978,097**	**$136,062,396**	**$8,226,917**	**6.4%**
Local Grants								
Barr Grant - High School Redesign	$48,000	$195,000	$195,000	$110,000	$110,000	$110,000	($85,000)	-43.6%
Foundation for Portland Public Schools						$66,260	$66,260	100.0%
RREV: Outdoor/Experiential Learning	$259,665	$120	$0	$0	$0	$0	$0	0.0%
Total Local Grants	**$307,665**	**$195,120**	**$195,000**	**$110,000**	**$110,000**	**$176,260**	**($18,740)**	**-9.6%**
Total Local Funds	**$112,679,296**	**$121,276,004**	**$128,030,479**	**$137,245,310**	**$136,088,097**	**$136,238,656**	**$8,208,177**	**6.4%**
State Revenue								
State Share EPS (State Subsidy)	$17,039,433	$17,290,947	$17,055,500	$12,745,972	$12,745,972	$13,165,972	($3,889,528)	-22.8%
State Reimbursement Debt Service	$3,214,721	$3,108,476	$2,855,075	$2,431,368	$2,431,368	$2,431,368	($423,707)	-14.8%
Career & Technical Education Center Allocation	$3,523,947	$3,716,194	$3,724,663	$3,987,137	$3,987,137	$3,987,137	$262,474	7.0%
MultiLingual Learner Hardship Funds	$2,071,314	$185,339	$0	$0	$0	$0	$0	0.0%
Education Service Center Member Allocation	$181,185	$186,430	$0	$177,293	$177,293	$177,293	$177,293	100.0%
State Agency Client	$213,689	$152,091	$226,047	$226,047	$226,047	$226,047	$0	0.0%
Less: MaineCare Seed (Private & Public)	($439,315)	($634,105)	$0	$0	$0	$0	$0	0.0%
MLTI Distinguished Educator	$82,333	$140,313	$0	$95,434	$95,434	$95,434	$95,434	100.0%
National Board - Salary Supplement	$43,000	$35,100	$0	$0	$0	$0	$0	0.0%
Total State Programming Revenue	**$25,930,307**	**$24,180,785**	**$23,861,285**	**$19,663,251**	**$19,663,251**	**$20,083,251**	**($3,778,034)**	**-15.8%**
State Grants								
Afghan Grant	$26,091	$0	$0	$0	$0	$0	$0	0.0%
Community School Grant	$236,575	$67,000	$0	$0	$0	$0	$0	0.0%
ESSER State Set-Aside	$844,960	$42,460	$0	$0	$0	$0	$0	0.0%
Maine Apprenticeship		$98,168	$0	$20,000	$20,000	$20,000	$20,000	100.0%
Make It Happen	$42,300	$0	$0	$0	$0	$0	$0	0.0%
MHA - Preventing Homelessness	$0	$759,670	$443,141	$0	$0	$0	($443,141)	-100.0%
Miscellaneous Local Grants	$86,882	$31,000	$0	$0	$0	$0	$0	0.0%
MLTI Grant	$308,018	$0	$0	$15,000	$15,000	$15,000	$15,000	100.0%
NewSchools Venture Fund	$110,000	$0	$0	$0	$0	$0	$0	0.0%
Perkins State	$81,442	$51,177	$0	$0	$0	$0	$0	0.0%
Reiche Summer Program	$19,400	$0	$0	$0	$0	$0	$0	0.0%
Sewall Foundation	$42,300	$0	$0	$0	$0	$0	$0	0.0%
Total State and Local Grants	**$1,797,968**	**$1,049,475**	**$443,141**	**$35,000**	**$35,000**	**$35,000**	**($408,141)**	**-92.1%**
Federal Revenue								
MaineCare Medicaid Reimbursement	$188,497	$222,869	$400,000	$400,000	$400,000	$650,000	$250,000	62.5%
Federal Impact Aid	$93,543	$34,938	$45,000	$45,000	$45,000	$45,000	$0	0.0%
Total Federal	**$282,040**	**$257,807**	**$445,000**	**$445,000**	**$445,000**	**$695,000**	**$250,000**	**56.2%**
Title Funds								
ESEA Title IA	$1,951,440	$4,151,672	$1,946,104	$1,861,851	$1,861,851	$1,861,851	($84,253)	-4.3%
ESEA Title IIA	$471,112	$699,292	$341,159	$352,766	$352,766	$352,766	$11,607	3.4%
ESEA Title III	$239,044	$523,742	$272,587	$240,549	$240,549	$240,549	($32,038)	-11.8%
ESEA Title IVA	$218,507	$287,107	$230,209	$204,483	$204,483	$204,483	($25,726)	-11.2%
Total Title Funds	**$2,880,104**	**$5,661,812**	**$2,790,059**	**$2,659,649**	**$2,659,649**	**$2,659,649**	**($130,410)**	-4.7%
Federal Grant Funds								
IDEA	$2,205,660	$2,190,841	$2,223,754	$2,232,322	$2,232,322	$2,232,322	$8,568	0.4%
ARP Homeless Children & Youth I	$18,844	$5,385	$0	$0	$0	$0	$0	0.0%
ARP Homeless Children & Youth II	$114,174	$39,683	$0	$0	$0	$0	$0	0.0%
CTE Climate	$0	$0	$0	$100,000	$100,000	$100,000	$100,000	100.0%
ESSERF 1	$0	$25,161	$0	$0	$0	$0	$0	0.0%
ESSERF 2	$1,770,995	$145,026	$0	$0	$0	$0	$0	0.0%
ESSERF 3	$10,654,100	$1,681,274	$0	$0	$0	$0	$0	0.0%
McKinney-Vento Homelessness Assistance	$37,965	$19,825	$0	$0	$0	$0	$0	0.0%
Perkins Career/Technical Ed Fed Funds	$0	$77,244	$0	$0	$0	$0	$0	0.0%
Perkins Career/Technical Ed Reserve and Leadership	$0	$11,451	$0	$0	$0	$0	$0	0.0%
Perkins Federal	$233,363	$183,658	$212,686	$293,308	$293,308	$293,308	$80,622	37.9%
Refugee Resettlement	$136,254	$129,267	$0	$0	$0	$0	$0	0.0%
Total Federal Grant Funds	**$15,171,356**	**$4,508,816**	**$2,436,440**	**$2,625,630**	**$2,625,630**	**$2,625,630**	**$189,190**	**7.8%**
Total Federal Funds	**$18,333,500**	**$10,170,628**	**$5,226,499**	**$5,285,279**	**$5,285,279**	**$5,285,279**	**$58,780**	**1.1%**

Portland Public Schools
FY2027 Detailed Revenue Budget
General, Adult Ed, and Food Service Funds - All Funds
Board of Education Recommended Budget
April 14, 2026

	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
Child Development Services/State Programming Funding								
Early Childhood Special Education	$1,081,229	$1,206,559	$1,265,000	$5,322,816	$5,322,816	$5,091,355	$3,826,355	302.5%
USE OF FUND BALANCE	**$557,270**	**$1,272,572**	**$3,900,000**	**$3,900,000**	**$3,900,000**	**$3,900,000**	**$0**	**0.0%**
TOTAL PRE-K-12 PROGRAMMING AND FUND BALANCE	**$158,261,947**	**$157,176,994**	**$160,833,447**	**$169,385,965**	**$168,248,822**	**$168,836,458**	**$8,003,011**	**5.0%**
ADULT EDUCATION								
Adult Education Local Revenue	**$1,923,712**	**$2,070,088**	**$2,286,457**	**$2,447,541**	**$2,427,471**	**$2,428,933**	**$142,476**	**6.2%**
Adult Education State Revenue								
Adult Education State Subsidy	$650,923	$901,223	$940,184	$952,516	$952,516	$952,516	$12,332	1.3%
Adult Education Local Grants & Other Revenue								
AEFLA	$243,310	$221,576	$170,000	$200,000	$200,000	$200,000	$30,000	17.6%
Alfond Charitable	$0	$0	$0	$25,000	$25,000	$25,000	$25,000	100.0%
ARP SLFR Workforce Development	$633,211	$730,784	$0	$0	$0	$0	$0	0.0%
Catholic Charities - Refugee Services	$0	$43,509	$0	$0	$0	$0	$0	0.0%
Clean Energy Partnership	$0	$241,019	$208,000	$0	$0	$0	($208,000)	-100.0%
Commercial Contracts/Other	$39,301	$13,388	$100,000	$150,000	$150,000	$150,000	$50,000	50.0%
Cumberland County ARPA	$25,364	$0	$0	$0	$0	$0	$0	0.0%
DTRR - Diverse Talent Recruitment and Retainment	$0	$47,039	$83,000	$0	$0	$0	($83,000)	-100.0%
Enrichment Tuition	$130,706	$110,215	$60,000	$80,000	$80,000	$80,000	$20,000	33.3%
FPAE	$175,834	$138,160	$250,000	$350,000	$350,000	$350,000	$100,000	40.0%
FPPS	$0	$0	$0	$31,000	$31,000	$31,000	$31,000	100.0%
FTW - Foreign Trained Workers	$28,327	$120,689	$75,000	$75,000	$75,000	$75,000	$0	0.0%
Learn to Earn/Preble Street	$2,107	$44,240	$0	$0	$0	$0		
Maine Apprenticeship Prog ARPA	$84,496	$355,395	$0	$0	$0	$0	$0	0.0%
Maine College and Career Access	$56,878	$181,774	$75,000	$75,000	$75,000	$75,000	$0	0.0%
Maine Connectivity Authority	$0	$0	$150,000	$0	$0	$0	($150,000)	-100.0%
MaineHealth	$0	$13,200	$0	$0	$0	$0	$0	0.0%
MDOE New Mainers Resource Center Expansion Grant	$34,765	$260,131	$312,000	$60,000	$60,000	$60,000	($252,000)	-80.8%
MeHAF Nova Fund Health Workforce	$0	$0	$0	$189,500	$189,500	$189,500	$189,500	100.0%
MJRP CCSC - Maine Jobs and Recovery Plan	$0	$0	$100,000	$0	$0	$0	($100,000)	-100.0%
Other (WF Agencies Billing)	$25,409	$69,399	$0	$150,000	$150,000	$150,000	$150,000	100.0%
PAE Special Project	$66,543	$7,014	$0	$0	$0	$0	$0	0.0%
Portland Housing Authority	$10,618	$13,359	$24,500	$24,500	$24,500	$24,500	$0	0.0%
Preble Street	$0	$0	$0	$125,280	$125,280	$125,280	$125,280	100.0%
Proficiency-Based Diploma	$0	$187	$0	$0	$0	$0	$0	0.0%
Tax Increment Financing (TIF)	$151,101	$205,000	$200,000	$200,000	$200,000	$200,000	$0	0.0%
United Way Thrive	$0	$0	$27,585	$0	$0	$0	($27,585)	-100.0%
Total Adult Education Local Grants	**$1,707,970**	**$2,816,079**	**$1,835,085**	**$1,735,280**	**$1,735,280**	**$1,735,280**	**($99,805)**	**-5.4%**
USE OF FUND BALANCE	**$190,736**	**$89,270**	**$236,889**	**$0**	**$0**	**$0**	**($236,889)**	**-100.0%**
TOTAL ADULT EDUCATION REVENUE	**$4,473,341**	**$5,876,660**	**$5,298,615**	**$5,135,337**	**$5,115,267**	**$5,116,729**	**($181,886)**	**-3.4%**
FOOD SERVICE								
Food Services Local Revenue	**$63,205**	**$56,532**	**$51,500**	**$63,150**	**$63,150**	**$63,150**	**$11,650**	**22.6%**
Food Services State Revenue								
State Reimbursement	$1,097,799	$1,178,367	$1,148,765	$1,200,000	$1,200,000	$1,200,000	$51,235	4.5%
Local Produce	$33,712	$7,685	$5,500	$10,000	$10,000	$10,000	$4,500	81.8%
Breakfast Reduced State	$2,112	$1,475	$2,258	$0	$0	$0	($2,258)	-100.0%
Breakfast Paid State	$399,580	$422,150	$421,691	$443,000	$443,000	$443,000	$21,309	5.1%
Food Services State Revenue	**$1,533,203**	**$1,609,677**	**$1,578,214**	**$1,653,000**	**$1,653,000**	**$1,653,000**	**$74,786**	**4.7%**
Food Service Federal Revenue								
After School Snack	$712	$0	$962	$1,350	$1,350	$1,350	$388	40.3%
Summer Food Program	$13,606	$101,074	$118,276	$118,276	$118,276	$118,276	$0	0.0%
Performance Based Lunch	$0	$0	$0	$0	$0	$0	$0	0.0%
Reimbursement Lunch - Regular	$291,283	$284,251	$320,586	$342,000	$342,000	$342,000	$21,414	6.7%
Reimbursement Lunch - Reduced	$0	$0	$0	$0	$0	$0	$0	0.0%
Reimbursement Lunch - Free	$1,271,254	$1,398,783	$1,370,452	$1,600,000	$1,600,000	$1,600,000	$229,548	16.7%
Reimbursement Breakfast	$774,496	$772,886	$790,258	$990,000	$990,000	$990,000	$199,742	25.3%
Federal Non-Food Assistance	$10,448	$0	$0	$0	$0	$0	$0	0.0%
Payments in Lieu of Comm	$234,290	$275,746	$282,870	$290,132	$290,132	$290,132	$7,262	2.6%
Fresh Fruits and Veggies	$112,000	$116,287	$100,800	$129,024	$129,024	$129,024	$28,224	28.0%
Child/Adult Care Food Program	$146,713	$201,571	$162,937	$184,093	$184,093	$184,093	$21,156	13.0%
Supply Chain Assistance Funds	$145,774	$0	$0	$0	$0	$0	$0	0.0%
Food Services Federal Revenue	**$3,000,577**	**$3,150,598**	**$3,147,141**	**$3,654,875**	**$3,654,875**	**$3,654,875**	**$507,734**	**16.1%**
USE OF FUND BALANCE	**$18,048**	**$395,291**	**$856,782**	**$0**	**$0**	**$0**	**($856,782)**	**-100.0%**

Portland Public Schools
FY2027 Detailed Revenue Budget
General, Adult Ed, and Food Service Funds - All Funds
Board of Education Recommended Budget
April 14, 2026

	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
TOTAL FOOD SERVICES REVENUE	$4,615,033	$5,212,098	$5,633,637	$5,371,025	$5,371,025	$5,371,025	($262,612)	-4.7%
TOTAL REVENUE & OTHER FUNDING SOURCES	$167,350,321	$168,265,752	$171,765,699	$179,892,327	$178,735,114	$179,324,212	$7,558,513	4.4%

Portland Public Schools
Five-Year Projection - General Education Fund Balance Details
Board of Education Recommended Budget
April 14, 2026

	FY27	FY28	FY29	FY30	FY31
Fund balance, beginning of year:	$ 12,308,330	$ 11,008,330	$ 10,008,330	$ 9,258,330	$ 8,758,330
Nonspendable	-	-	-	-	-
Restricted for:					
Career and technical education	360,236	360,236	360,236	360,236	360,236
Subsequent years expenditures	-	-	-	-	-
Committed for:					
Capital expenditures	-	-	-	-	-
Debt service	2,549,764	2,549,764	2,549,764	2,549,764	2,549,764
Subsequent years expenditures	3,900,000	2,000,000	1,500,000	1,000,000	1,000,000
Assigned to:	-	-	-	-	-
Subsequent years expenditures	-	-	-	-	-
Unassigned	5,498,330	6,098,330	5,598,330	5,348,330	4,848,330
Total fund balances, beginning of year	12,308,330	11,008,330	10,008,330	9,258,330	8,758,330
Revenues and other financing sources less expenditures and other financing uses	(1,300,000)	(1,000,000)	(750,000)	(500,000)	(500,000)
Fund balance, end of year	$ 11,008,330	$ 10,008,330	$ 9,258,330	$ 8,758,330	$ 8,258,330
Fund balance, end of year:					
Nonspendable	-	-	-	-	-
Restricted for:					
Career and technical education	360,236	360,236	360,236	360,236	360,236
Subsequent years expenditures	-	-	-	-	-
Committed for:					
Capital expenditures	-	-	-	-	-
Debt service	2,549,764	2,549,764	2,549,764	2,549,764	2,549,764
Subsequent years expenditures	2,000,000	1,500,000	1,000,000	1,000,000	1,000,000
Assigned to:					
Subsequent years expenditures	-	-	-	-	-
Unassigned	6,098,330	5,598,330	5,348,330	4,848,330	4,348,330
Fund balance, end of year	$ 11,008,330	$ 10,008,330	$ 9,258,330	$ 8,758,330	$ 8,258,330

Portland Public Schools
FY2027 Tax Rate Computation
Board of Education Recommended Budget
April 14, 2026

						14-Apr-26
	FY2022*	**FY2023**	**FY2024**	**FY2025**	**FY2026***	**FY2027**
Tax Levy	**$99,083,251**	**$103,851,071**	**$110,850,008**	**$119,402,624**	**$127,225,979**	**$135,441,246**
$ Increase	$4,744,507	$4,767,820	$6,998,937	$8,552,616	$7,823,355	$8,215,267
% Increase	5.03%	4.81%	6.74%	7.72%	6.55%	6.46%
Valuation	**$8,155,000,000**	**$14,729,000,000**	**$14,879,000,000**	**$15,145,000,000**	**$20,300,000,000**	**$20,450,000,000**
$ Increase	$85,000,000	$93,364,697	$150,000,000	$145,480,100	$5,155,000,000	$150,000,000
% Increase	1.05%	1.14%	1.02%	0.98%	34.04%	0.74%
Tax Rate (per $1000)	**$12.15**	**$7.05**	**$7.45**	**$7.88**	**$6.27**	**$6.62**
$ Increase	$0.46	$0.28	$0.40	$0.43	$0.42	$0.36
% Increase	3.90%	4.10%	5.68%	6.60%	5.33%	5.68%

*FY 22 and FY26 had property re-evaluations. This also impacted Tax Rate Increases for FY23 and FY27. They have been adjusted to account for the change in evaluation and the rate adjustment as a result.

Portland Public Schools
FY2027 Revenue Five-Year Projection
General, Adult Ed, and Food Service Funds - All Funds
Board of Education Recommended Budget
April 14, 2026

	FY27 Board Apr 14	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
GENERAL						
Local Funds						
Property Tax Levy	$133,092,313	$133,092,313	$141,288,436	$149,447,523	$158,067,769	$165,977,404
Increased Property Tax Required		$8,196,123	$8,159,087	$8,620,247	$7,909,635	$8,927,983
Total Local Programming Revenue	$478,000	$492,340	$507,110	$522,324	$537,993	$554,133
Total Local Grants	$211,260	$217,598	$224,126	$230,850	$237,775	$244,908
TOTAL LOCAL FUNDS	**$133,781,573**	**$141,998,373**	**$150,178,759**	**$158,820,942**	**$166,753,173**	**$175,704,429**
State Revenue						
State Share EPS (State Subsidy)	$13,165,972	$12,968,483	$12,773,956	$12,582,346	$12,393,611	$12,207,707
Career & Technical Education Center Allocation	$3,987,137	$4,106,751	$4,229,953	$4,356,852	$4,487,557	$4,622,184
State Reimbursement Debt Service	$2,431,368	$2,358,427	$2,287,674	$2,219,044	$2,152,472	$2,087,898
Education Service Center Member Allocation	$177,293	$182,612	$188,091	$193,733	$199,545	$205,532
MLTI Distinguished Educator	$95,434	$98,297	$101,246	$104,283	$107,412	$110,634
State Agency Client	$226,047	$226,047	$226,047	$226,047	$226,047	$226,047
Total State Programming Revenue	**$20,083,251**	**$19,940,616**	**$19,806,966**	**$19,682,305**	**$19,566,645**	**$19,460,002**
Federal Revenue						
MaineCare Medicaid Reimbursement	$650,000	$715,000	$786,500	$865,150	$951,665	$1,046,832
Federal Impact Aid	$45,000	$45,000	$45,000	$45,000	$45,000	$45,000
Total Federal	**$695,000**	**$760,000**	**$831,500**	**$910,150**	**$996,665**	**$1,091,832**
Total Title Funds	$2,659,649	$2,633,053	$2,606,722	$2,580,655	$2,554,848	$2,529,300
Federal Grant Funds						
IDEA	$2,232,322	$2,243,484	$2,254,701	$2,265,975	$2,277,304	$2,288,691
CTE Climate	$100,000	$0	$0	$0	$0	$0
Perkins Federal	$293,308	$293,308	$293,308	$293,308	$293,308	$293,308
Total Federal Grant Funds	**$2,625,630**	**$2,536,792**	**$2,548,009**	**$2,559,283**	**$2,570,612**	**$2,581,999**
Total Federal Funds	**$5,980,279**	**$5,929,844**	**$5,986,231**	**$6,050,087**	**$6,122,126**	**$6,203,130**
State Program Funding						
Early Childhood Special Education	$5,091,355	$5,244,096	$5,401,419	$5,563,461	$5,730,365	$5,902,276
USE OF FUND BALANCE	**$3,900,000**	**$2,000,000**	**$1,500,000**	**$1,000,000**	**$1,000,000**	**$1,000,000**
TOTAL PRE-K-12 PROGRAMMING AND FUND	**$168,836,458**	**$175,112,930**	**$182,873,374**	**$191,116,796**	**$199,172,308**	**$208,269,837**
Adult Ed Property Tax Levy	$2,348,933	$2,348,933	$2,348,933	$2,348,933	$2,348,933	$2,348,933
Adult Education Local Revenue	$80,000	$80,000	$80,000	$80,000	$80,000	$80,000
Adult Education State Subsidy	$952,516	$964,899	$977,442	$990,149	$1,003,021	$1,016,060
Adult Education Grants	$1,735,280	$1,735,280	$1,735,280	$1,735,280	$1,735,280	$1,735,280
TOTAL ADULT EDUCATION REVENUE	**$5,116,729**	**$5,129,112**	**$5,141,655**	**$5,154,362**	**$5,167,234**	**$5,180,273**
Food Services Local Revenue	$63,150	$65,045	$66,996	$69,006	$71,076	$73,208
Food Services State Revenue	$1,653,000	$1,702,590	$1,753,668	$1,806,278	$1,860,466	$1,916,280
Food Services Federal Revenue	$3,654,875	$3,764,521	$3,877,457	$3,993,781	$4,113,594	$4,237,002
TOTAL FOOD SERVICES REVENUE	**$5,371,025**	**$5,532,156**	**$5,698,120**	**$5,869,064**	**$6,045,136**	**$6,226,490**
TOTAL REVENUE & OTHER FUNDING SOURCES	**$ 179,324,212**	**$ 185,774,197**	**$ 193,713,150**	**$ 202,140,222**	**$ 210,384,678**	**$ 219,676,600**

PORTLAND PUBLIC SCHOOLS

Fiscal Year 2027
Roll Forward Budget

To begin our FY27 budgeting process, we established a Roll Forward Budget. This represented a baseline - the cost of maintaining our current programs, staffing levels, and services into the next school year. By quantifying our existing obligations first, we ensured a transparent foundation before considering any new investments.

Key Drivers of the Baseline:

- **Personnel & Benefits:** We maintained current staffing levels, accounting only for contractual salary obligations and a projected 9% increase in healthcare costs.
- **Operational Efficiency:** Non-personnel expenses were capped at 2%, with targeted adjustments only for inflation-sensitive expenditures.
- **Debt Service:** We realized a significant $2.7M savings from the retirement of our pension bond.
- **Revenue:** We held revenue flat with the exception of a $478k reduction in grant funding.
- **Fund Balance:** We held General Ed fund balance usage at the FY26 level of $3.9 million and eliminated fund balance reliance in our Adult Ed and Food Service programs to ensure their long-term sustainability.

Based on these assumptions, expenditures would see a 2.7% increase over FY26 and the resulting baseline tax levy increase was projected to be 3.51%.

Since establishing this roll forward budget, we incorporated strategic requests from school leaders and department heads. With the unanticipated reduction in State funding due to dthe EPS formula, we carefully made reductions to ensure the final budget is both fiscally responsible and focused on our strategic goals.

Portland Public Schools
FY2027 Expenditure Summary Budget - All Funds
Roll Forward Budget
January 12, 2026

	FY25 ACTUAL	FY26 BUDGET	FY27 ROLLFORWARD BUDGET	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS					
Regular & Temporary Salaries	$94,179,932	$103,217,955	$107,772,730	$4,554,775	4.4%
Total Benefits	$27,947,431	$31,904,675	$33,925,082	$2,020,407	6.3%
TOTAL SALARIES & BENEFITS	**$122,127,363**	**$135,122,630**	**$141,697,812**	**$6,575,182**	**4.9%**
CONTRACTED SERVICES					
PreK-12th Contracted Services	$1,425,949	$1,675,239	$1,635,304	-$39,935	-2.4%
SPED Contracted Services	$7,448,681	$4,028,950	$4,109,529	$80,579	2.0%
Adult Ed Contracted Services	$23,953	$27,764	$28,319	$555	2.0%
Ops & Comm Contracted Services	$4,564,695	$3,477,823	$3,526,979	$49,156	1.4%
Ins & Legal Contracted Services	$992,440	$1,175,544	$1,293,098	$117,554	10.0%
Facilities Contracted Services	$3,465,943	$3,762,225	$3,788,546	$26,321	0.7%
Transport Contracted Services	$921,832	$867,000	$936,240	$69,240	8.0%
TOTAL CONTRACTED SERVICES	**$18,843,492**	**$15,014,545**	**$15,318,016**	**$303,471**	**2.0%**
SUPPLIES					
Academic Supplies	$2,675,205	$2,102,894	$2,165,352	$62,458	3.0%
Operations Supplies	$5,050,791	$4,793,514	$5,200,084	$406,570	8.5%
TOTAL SUPPLIES	**$7,725,996**	**$6,896,408**	**$7,365,436**	**$469,028**	**6.8%**
MISCELLANEOUS	**$2,411,916**	**$693,992**	**$686,802**	**-$7,190**	**-1.0%**
CAPITAL EQUIPMENT	**$379,547**	**$482,400**	**$492,048**	**$9,648**	**2.0%**
DEBT SERVICE	**$13,075,224**	**$13,555,724**	**$10,869,250**	**-$2,686,474**	**-19.8%**
TOTAL NON SALARY AND BENEFITS	**$42,436,175**	**$36,643,069**	**$34,731,551**	**-$1,911,518**	**-5.2%**
TOTAL EXPENDITURES	**$164,563,538**	**$171,765,699**	**$176,429,363**	**$4,663,664**	**2.7%**

PORTLAND PUBLIC SCHOOLS

Fiscal Year 2027
Summary of Expenses

PORTLAND PUBLIC SCHOOLS

The FY27 budget includes new investments in early childhood education, secondary math curriculum, and reading support at elementary schools. There also are increases in expenses for employees salaries and benefits and inflation-driven higher costs for goods and services. Debt service decreased as a result of pension obligation bonds expiring in FY26.

Portland Public Schools
FY2027 Expenditure Summary Budget - All Funds
Board of Education Recommended Budget
April 14, 2026

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries							
Professional Salary	$57,765,843	$62,233,669	$65,906,760	$65,594,648	$65,787,506	$3,553,837	5.7%
Instructional Aide/Asst	$8,390,736	$9,464,895	$11,507,052	$11,482,202	$11,480,874	$2,015,979	21.3%
Administration/Regular Support	$22,071,539	$25,180,129	$25,753,433	$25,554,226	$25,524,833	$344,704	1.4%
Total Regular Salaries	**$88,228,118**	**$96,878,693**	**$103,167,245**	**$102,631,076**	**$102,793,213**	**$5,914,520**	**6.1%**
Temporary Salaries							
Temporary Salary	$1,448,084	$1,510,238	$1,384,820	$1,380,150	$1,380,150	-$130,088	-8.6%
Tutor	$6,616	$65,894	$40,949	$40,836	$40,836	-$25,058	-38.0%
Substitute	$2,693,534	$2,388,182	$2,510,960	$2,504,568	$2,504,568	$116,386	4.9%
Teacher Additional Pay	$60,847	$123,504	$108,078	$107,782	$107,782	-$15,722	-12.7%
Regular Support Overtime	$1,393	$42,197	$41,883	$41,769	$41,769	-$428	-1.0%
Stipend/Differential	$1,399,094	$1,546,293	$1,257,651	$1,254,174	$1,254,174	-$292,119	-18.9%
Retirement Sick Payout	$0	$500,000	$469,217	$467,922	$467,922	-$32,078	-6.4%
Stipend/Other	$342,246	$162,954	$448,927	$447,685	$447,685	$284,731	174.7%
Total Temporary Salaries	**$5,951,814**	**$6,339,262**	**$6,262,485**	**$6,244,886**	**$6,244,886**	**-$94,376**	**-1.5%**
Total Salaries	**$94,179,932**	**$103,217,955**	**$109,429,730**	**$108,875,962**	**$109,038,099**	**$5,820,144**	**5.6%**
Benefits							
Health Insurance	$19,634,094	$23,039,858	$24,075,367	$23,938,668	$24,088,119	$1,048,261	4.5%
Medicare	$1,350,365	$1,475,400	$1,614,045	$1,605,936	$1,611,110	$135,710	9.2%
Retirement	$5,519,695	$5,379,387	$6,245,529	$6,208,575	$6,239,412	$860,025	16.0%
Tuition Reimbursement	$426,666	$195,647	$364,410	$363,404	$363,404	$167,757	85.7%
Workers Compensation	$562,478	$511,572	$550,000	$548,482	$548,482	$36,910	7.2%
Unemployment	$85,999	$0	$155,000	$154,572	$154,572	$154,572	100.0%
All Other	$311,596	$796,671	$965,968	$960,042	$962,514	$165,843	20.8%
PFML	$57,066	$506,140	$558,052	$555,248	$556,163	$50,023	9.9%
Total Benefits	**$27,947,958**	**$31,904,675**	**$34,528,371**	**$34,334,926**	**$34,523,775**	**$2,619,100**	**8.2%**
TOTAL SALARIES & BENEFITS	**$122,127,890**	**$135,122,630**	**$143,958,101**	**$143,210,888**	**$143,561,874**	**$8,439,244**	6.2%
CONTRACTED SERVICES							
PreK - 12th							
Contractual Pre-K	$0	$0	$0	$0	$0	$0	0.0%
Employee Train & Development Services	$219,151	$200,107	$207,359	$207,359	$207,359	$7,252	3.6%
EBooks & Online Subscriptions	$110,133	$57,121	$87,091	$87,091	$87,091	$29,970	52.5%
Software/Annual Subscription	$879,607	$1,238,885	$1,477,647	$1,477,647	$1,477,647	$238,762	19.3%
Tuition to Post-Secondary	$0	$0	$0	$0	$0	$0	0.0%
Staff Travel	$188,114	$169,126	$161,844	$161,844	$161,844	-$7,282	-4.3%
Security	$28,945	$10,000	$10,000	$10,000	$10,000	$0	0.0%
Total PreK-12th Contracted Services	**$1,425,949**	**$1,675,239**	**$1,943,941**	**$1,943,941**	**$1,943,941**	**$268,702**	**16.0%**
Special Education							
Special Education Contracted Services	$3,905,313	$425,000	$1,110,847	$1,050,847	$1,044,903	$619,903	145.9%
Tuition To In-State SAU	$92,461	$3,950	$73,950	$73,950	$73,950	$70,000	1772.2%
Tuition to Private Source	$3,450,906	$3,600,000	$3,600,000	$3,600,000	$3,600,000	$0	0.0%
Total SPED Contracted Services	**$7,448,681**	**$4,028,950**	**$4,784,797**	**$4,724,797**	**$4,718,853**	**$689,903**	**17.1%**
Adult Education	$0	$0	$0	$0	$0		
Adult Ed Contracted Services	$0	$4,947	$4,947	$4,947	$4,947	$0	0.0%
Adult Education Advertising	$23,953	$18,150	$16,550	$16,550	$16,550	-$1,600	-8.8%

Portland Public Schools
FY2027 Expenditure Summary Budget - All Funds
Board of Education Recommended Budget
April 14, 2026

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
Adult Ed Travel	$0	$4,667	$4,667	$4,667	$4,667	$0	0.0%
Total Adult Ed Contracted Services	**$23,953**	**$27,764**	**$26,164**	**$26,164**	**$26,164**	**-$1,600**	**-5.8%**
Ops and Comms							
Purchased Prof & Technical Services	$3,849,894	$2,695,803	$3,232,024	$3,132,024	$3,132,024	$436,221	16.2%
Other Professional Services	$108,086	$11,000	$17,000	$17,000	$17,000	$6,000	54.5%
Computer Lease	$91,600	$0	$0	$0	$0	$0	0.0%
Other Purchased Services	$1,144	$1,600	$1,600	$1,600	$1,600	$0	0.0%
Tech Related Repairs and Maintenance	$0	$0	$0	$0	$0	$0	0.0%
Software Maintenance	$124,673	$265,000	$135,000	$135,000	$135,000	-$130,000	-49.1%
Postage	$37,752	$41,884	$40,356	$40,356	$40,356	-$1,528	-3.6%
Phone	$149,335	$226,638	$177,714	$177,714	$177,714	-$48,924	-21.6%
Internet Connectivity	$13,485	$8,543	$8,543	$8,543	$8,543	$0	0.0%
Advertising	$25,097	$26,500	$25,500	$25,500	$25,500	-$1,000	-3.8%
Printing/Binding	$30,868	$40,041	$30,686	$30,686	$30,686	-$9,355	-23.4%
Photocopying	$132,760	$160,814	$149,577	$149,577	$149,577	-$11,237	-7.0%
Total Operations & Communications Contracted Services	**$4,564,695**	**$3,477,823**	**$3,818,000**	**$3,718,000**	**$3,718,000**	**$240,177**	**6.9%**
Insurance & Legal							
Insurance - General Liability	$712,381	$846,644	$789,734	$789,734	$789,734	-$56,910	-6.7%
Legal Services	$280,059	$328,900	$273,900	$273,900	$273,900	-$55,000	-16.7%
Total Insurance & Legal Contracted Services	**$992,440**	**$1,175,544**	**$1,063,634**	**$1,063,634**	**$1,063,634**	**-$111,910**	**-9.5%**
Facilities							
Alarms	$5,100	$5,000	$5,100	$5,100	$5,100	$100	2.0%
Architect/Engineering - NSA	$66,675	$10,000	$360,000	$360,000	$360,000	$350,000	3500.0%
Water	$57,548	$53,652	$56,279	$56,279	$56,279	$2,627	4.9%
Sewer	$134,076	$122,242	$127,396	$127,396	$127,396	$5,154	4.2%
Waste Disposal Services	$159,794	$150,333	$154,728	$154,728	$154,728	$4,395	2.9%
Recycling Services	$126,692	$140,500	$139,100	$139,100	$139,100	-$1,400	-1.0%
Hazard Waste Disposal	$2,303	$4,000	$4,000	$4,000	$4,000	$0	0.0%
Repair and Maintenance Services	$1,141,141	$1,160,830	$1,230,225	$1,230,225	$1,230,225	$69,395	6.0%
HVAC Maintenance	$648,580	$865,000	$865,000	$865,000	$865,000	$0	0.0%
Mowing/Plowing/Field Maintenance	$460,856	$620,000	$530,000	$530,000	$530,000	-$90,000	-14.5%
Pest Management Services	$21,998	$22,967	$23,850	$23,850	$23,850	$883	3.8%
Fire Extinguisher Maintenance Services	$0	$10,000	$0	$0	$0	-$10,000	-100.0%
Asbestos/Mold Services	$6,198	$40,000	$20,000	$20,000	$20,000	-$20,000	-50.0%
Vehicle & Equipment Repair	$24,944	$32,000	$34,000	$34,000	$34,000	$2,000	6.3%
Rentals	$610,037	$525,701	$536,998	$536,998	$536,998	$11,297	2.1%
Total Facilities Contracted Services	**$3,465,943**	**$3,762,225**	**$4,086,676**	**$4,086,676**	**$4,086,676**	**$324,451**	**8.6%**
Transportation							
Student Transportation Services	$0	$2,000	$2,000	$2,000	$2,000	$0	0.0%
Student Transportation Purchase/Private (Sped OOD and Hon	$921,832	$865,000	$836,500	$836,500	$836,500	-$28,500	-3.3%
Total Transport Contracted Services	**$921,832**	**$867,000**	**$838,500**	**$838,500**	**$838,500**	**-$28,500**	**-3.3%**
TOTAL CONTRACTED SERVICES	**$18,843,492**	**$15,014,545**	**$16,561,712**	**$16,401,712**	**$16,395,768**	**$1,381,223**	9.2%
SUPPLIES							
Academic							
General Supplies	$1,079,447	$661,867	$792,389	$792,389	$792,389	$130,522	19.7%
Instructional Supplies	$375,734	$479,178	$543,245	$543,245	$543,245	$64,067	13.4%
Books Periodicals	$239,900	$649,352	$862,669	$862,669	$862,669	$213,317	32.9%

Portland Public Schools
FY2027 Expenditure Summary Budget - All Funds
Board of Education Recommended Budget
April 14, 2026

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
Tech Related Supplies	$497,593	$165,457	$143,960	$143,960	$143,960	-$21,497	-13.0%
Software Licenses	$214,139	$54,451	$57,411	$57,411	$57,411	$2,960	5.4%
Audiovisual Supplies	$802	$2,589	$3,300	$3,300	$3,300	$711	27.5%
CTE Minor Equipment	$267,590	$90,000	$128,563	$128,563	$128,563	$38,563	42.8%
Total Academic Supplies	$2,675,205	$2,102,894	$2,531,537	$2,531,537	$2,531,537	$428,643	**20.4%**
Operations							
Custodial Supplies	$281,385	$262,804	$267,355	$267,355	$267,355	$4,551	1.7%
Energy	$0	$0	$0	$0	$0	$0	0.0%
Natural Gas	$923,088	$853,171	$865,141	$836,211	$865,141	$11,970	1.4%
Electricity	$1,100,626	$865,879	$1,054,239	$1,025,308	$1,054,239	$188,360	21.8%
Bottled Gas	$20,463	$5,000	$25,000	$25,000	$25,000	$20,000	400.0%
Oil	$57,071	$69,840	$72,000	$72,000	$72,000	$2,160	3.1%
Gasoline	$192,394	$259,000	$255,000	$255,000	$255,000	-$4,000	-1.5%
Food	$2,259,595	$2,250,000	$2,338,680	$2,338,680	$2,338,680	$88,680	3.9%
Non-Food Supplies	$216,170	$227,820	$223,735	$223,735	$217,791	-$10,029	-4.4%
Total Operations Supplies	$5,050,791	$4,793,514	$5,101,150	$5,043,289	$5,095,206	$301,692	**6.3%**
TOTAL SUPPLIES	**$7,725,996**	**$6,896,408**	**$7,632,687**	**$7,574,826**	**$7,626,743**	**$730,335**	10.6%
MISCELLANEOUS							
Dues and Fees	$261,111	$310,188	$229,853	$229,853	$229,853	-$80,335	-25.9%
Bank Fees	$0	$0	$0	$0	$0	$0	0.0%
Maine State Billing Fees	$0	$0	$0	$0	$0	$0	0.0%
School Board Conference Fees	$300	$0	$0	$0	$0	$0	0.0%
Judgments Against SAU	$23,500	$0	$0	$0	$0	$0	0.0%
Field Trip Transportation	$0	$98,764	$93,817	$93,817	$93,817	-$4,947	-5.0%
Miscellaneous Expenditures	$325,709	$264,383	$19,430	$19,430	$19,430	-$244,953	-92.7%
Other Items	$29,588	$20,657	$0	$0	$0	-$20,657	-100.0%
Fund Transfers Out	$1,771,709	$0	$0	$0	$0	$0	0.0%
TOTAL MISCELLANEOUS	**$2,411,916**	**$693,992**	**$343,100**	**$343,100**	**$343,100**	**-$350,892**	-50.6%
CAPITAL EQUIPMENT							
Equipment Greater Than $10,000	$248,528	$85,000	$109,500	$109,500	$109,500	$24,500	28.8%
Equipment Less Than $10,000	$40,928	$115,000	$185,100	$185,100	$185,100	$70,100	61.0%
Vehicles (Non-Student)	$0	$0	$0	$0	$0	$0	0.0%
Tech Related Equip Greater Than $10,000	$455	$0	$0	$0	$0	$0	0.0%
Tech Related Equipment Less Than $10,000	$89,636	$282,400	$174,000	$174,000	$174,000	-$108,400	-38.4%
Student Transportation Vehicles	$0	$0	$0	$0	$0	$0	0.0%
							0.0%
TOTAL CAPITAL EQUIPMENT	**$379,547**	**$482,400**	**$468,600**	**$468,600**	**$468,600**	**-$13,800**	-2.9%
DEBT SERVICE							
Principal	$8,992,171	$9,967,132	$7,524,201	$7,369,451	$7,524,201	-$2,442,931	-24.5%
Interest	$4,083,053	$3,588,592	$3,403,926	$3,366,537	$3,403,926	-$184,666	-5.1%
Bond Issuance	$0	$0	$0	$0	$0	$0	0.0%
TOTAL DEBT SERVICE	**$13,075,224**	**$13,555,724**	**$10,928,127**	**$10,735,988**	**$10,928,127**	**-$2,627,597**	-19.4%
TOTAL NON SALARY AND BENEFITS	**$42,436,176**	**$36,643,069**	**$35,934,226**	**$35,524,226**	**$35,762,338**	**-$880,731**	-2.4%
TOTAL EXPENDITURES	**$164,564,066**	**$171,765,699**	**$179,892,327**	**$178,735,114**	**$179,324,212**	**$7,558,513**	4.4%

Portland Public Schools
FY2027 Expenditure Five-Year Projection
Board of Education Recommended Budget
April 14, 2026

	FY27 Board Apr 14	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
SALARIES & BENEFITS						
Regular Salaries						
Professional Salary	$65,787,506	$69,076,881	$72,530,725	$76,157,262	$79,965,125	$83,963,381
Instructional Aide/Asst	$11,480,874	$12,054,918	$12,657,664	$13,290,547	$13,955,074	$14,652,828
Administration/Regular Support	$25,524,833	$26,290,578	$27,079,295	$27,891,674	$28,728,424	$29,590,277
Total Regular Salaries	**$102,793,213**	**$107,422,377**	**$112,267,684**	**$117,339,483**	**$122,648,623**	**$128,206,486**
Temporary Salaries						
Temporary Salary	$1,380,150	$1,407,753	$1,435,908	$1,464,626	$1,493,919	$1,523,797
Tutor	$40,836	$41,244	$41,657	$42,073	$42,494	$42,919
Substitute	$2,504,568	$2,554,659	$2,605,753	$2,657,868	$2,711,025	$2,765,245
Teacher Additional Pay	$107,782	$108,860	$109,948	$111,048	$112,158	$113,280
Regular Support Overtime	$41,769	$42,187	$42,609	$43,035	$43,465	$43,900
Stipend/Differential	$1,254,174	$1,266,716	$1,279,383	$1,292,177	$1,305,098	$1,318,149
Retirement Sick Payout	$467,922	$472,601	$477,327	$482,101	$486,922	$491,791
Stipend/Other	$447,685	$452,162	$456,683	$461,250	$465,863	$470,521
Total Temporary Salaries	**$6,244,886**	**$6,346,182**	**$6,449,268**	**$6,554,177**	**$6,660,944**	**$6,769,603**
Total Salaries	**$109,038,099**	**$113,768,559**	**$118,716,952**	**$123,893,660**	**$129,309,567**	**$134,976,089**
Benefits						
Health Insurance	$24,088,119	$26,015,169	$28,096,382	$30,344,093	$32,771,620	$35,393,350
Medicare	$1,611,110	$1,683,664	$1,759,606	$1,839,098	$1,922,310	$2,009,420
Retirement	$6,239,412	$6,520,396	$6,814,499	$7,122,351	$7,444,609	$7,781,963
Tuition Reimbursement	$363,404	$367,038	$370,708	$374,416	$378,160	$381,941
Workers Compensation	$548,482	$553,967	$559,506	$565,102	$570,753	$576,460
Unemployment	$154,572	$156,118	$157,679	$159,256	$160,848	$162,457
All Other	$962,514	$1,010,640	$1,061,172	$1,114,230	$1,169,942	$1,228,439
PFML	$556,163	$581,209	$607,424	$634,865	$663,590	$693,661
Total Benefits	**$34,523,775**	**$36,888,199**	**$39,426,977**	**$42,153,410**	**$45,081,831**	**$48,227,691**
TOTAL SALARIES & BENEFITS	**$143,561,874**	**$150,656,758**	**$158,143,930**	**$166,047,069**	**$174,391,398**	**$183,203,780**
CONTRACTED SERVICES						
Total PreK-12th Contracted Services	$1,943,941	$1,982,820	$2,022,476	$2,062,926	$2,104,184	$2,146,268
Total SPED Contracted Services	$4,718,853	$4,813,230	$4,909,495	$5,007,685	$5,107,838	$5,209,995
Total Adult Ed Contracted Services	$26,164	$26,687	$27,221	$27,765	$28,321	$28,887
Total Operations & Communications Contracted Services	$3,718,000	$3,792,360	$3,868,207	$3,945,571	$4,024,483	$4,104,972
Total Insurance & Legal Contracted Services	$1,063,634	$1,084,907	$1,106,605	$1,128,737	$1,151,312	$1,174,338
Total Facilities Contracted Services	$4,086,676	$4,168,410	$4,251,778	$4,336,813	$4,423,550	$4,512,021
Total Transport Contracted Services	$838,500	$855,270	$872,375	$889,823	$907,619	$925,772
TOTAL CONTRACTED SERVICES	**$16,395,768**	**$16,723,683**	**$17,058,157**	**$17,399,320**	**$17,747,307**	**$18,102,253**
SUPPLIES						
Total Academic Supplies	$2,531,537	$2,582,168	$2,633,811	$2,686,487	$2,740,217	$2,795,021
Total Operations Supplies	$5,095,206	$5,197,110	$5,301,052	$5,407,073	$5,515,215	$5,625,519
TOTAL SUPPLIES	**$7,626,743**	**$7,779,278**	**$7,934,863**	**$8,093,561**	**$8,255,432**	**$8,420,541**
TOTAL MISCELLANEOUS	**$343,100**	**$349,962**	**$356,961**	**$364,100**	**$371,382**	**$378,810**

Portland Public Schools
FY2027 Expenditure Five-Year Projection
Board of Education Recommended Budget
April 14, 2026

	FY27 Board Apr 14	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032
TOTAL CAPITAL EQUIPMENT	**$468,600**	**$477,972**	**$487,531**	**$497,282**	**$507,228**	**$517,372**
TOTAL DEBT SERVICE	**$10,928,127**	**$9,786,544**	**$9,731,707**	**$9,738,889**	**$9,111,931**	**$9,053,845**
TOTAL NON SALARY AND BENEFITS	**$35,762,338**	**$35,117,439**	**$35,569,220**	**$36,093,153**	**$35,993,279**	**$36,472,820**
TOTAL EXPENDITURES	**$179,324,212**	**$185,774,197**	**$193,713,150**	**$202,140,222**	**$210,384,678**	**$219,676,600**

Portland Public Schools
FY2027 Expenditure by State Budget Categoricals
Board of Education Recommended Budget
April 14, 2026

State Budget Category	FY24 ACTUAL	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
1. Regular Instruction	$51,894,182	$55,783,720	$59,628,553	$61,848,693	$61,499,412	$61,567,550	$1,938,997	3.3%
2. Special Education Instruction	$23,242,110	$25,450,875	$26,381,408	$28,940,007	$28,812,274	$28,846,671	$2,465,263	9.3%
3. CTE (Vocational) Instruction	$3,582,685	$4,004,632	$3,789,146	$4,034,573	$4,037,445	$4,039,394	$250,248	6.6%
4. Other Instruction	$2,576,905	$2,139,627	$2,589,312	$2,607,979	$2,602,826	$2,602,826	$13,514	0.5%
5. Student & Staff Support	$13,592,176	$15,354,384	$17,332,105	$17,606,284	$17,589,009	$17,948,271	$616,166	3.6%
6. System Administration	$5,847,764	$6,060,933	$5,797,833	$6,764,863	$6,422,340	$6,429,235	$631,402	10.9%
7. School Administration	$6,840,936	$6,659,683	$7,438,098	$7,789,572	$7,769,411	$7,775,865	$337,767	4.5%
8. Transportation & Buses	$5,200,915	$4,138,396	$4,873,278	$4,873,045	$4,863,682	$4,872,059	-$1,219	0.0%
9. Facilities Maintenance	$10,847,014	$15,050,081	$15,386,271	$16,399,310	$16,323,382	$16,398,426	$1,012,155	6.6%
10. Debt Service	$12,614,737	$9,023,421	$9,627,973	$7,142,223	$6,950,084	$7,142,223	-$2,485,750	-25.8%
11. All Other Expenditures	$744,372	$889,460	$859,830	$626,322	$625,862	$626,044	-$233,786	-27.2%
Total General Fund	**$136,983,796**	**$144,555,212**	**$153,703,807**	**$158,632,870**	**$157,495,727**	**$158,248,564**	**$4,544,757**	**3.0%**
Adult Education	$2,896,077	$3,170,796	$3,463,530	$3,400,057	$3,379,987	$3,381,449	-$82,081	-2.4%
Food Service	$4,615,033	$5,212,098	$5,633,637	$5,371,025	$5,371,025	$5,371,025	-$262,612	-4.7%
TOTAL EXPENDITURES	**$144,494,905**	**$152,938,106**	**$162,800,974**	**$167,403,952**	**$166,246,739**	**$167,001,038**	**$4,200,064**	**2.6%**

PORTLAND PUBLIC SCHOOLS

Fiscal Year 2027
School-Based Expenses

Our student population has declined. At the same time, the cost of staffing and supplies has increased based on collective bargaining agreements and inflation. In response to requests from school staff, PPS budgeted for a 5% increase in supplies (compared to a zero-based budget process in departments) and salaries increased by the rates in the collective bargaining agreements. This section includes total student enrollment and staffing, total school-based expenses, and staffing and expenditures per school:

Portland Public Schools

FY2027 Summary Revenue Budget

Eight Year Enrollment Pattern

Board of Education Recommended Budget

April 14, 2026

School Year	Total Enrollment	Economically Disadvantaged		Students with IEPs		English Learners (EL)	
2025-26	6,242	3,271	52%	1,296	21%	1,798	29%
2024-25	6,498	3,653	56%	1,158	18%	1,955	30%
2023-24	6,616	3,306	50%	1,174	18%	2,000	30%
2022-23	6,436	2,851	44%	1,122	17%	1,683	26%
2021-22	6,456	2,865	44%	1,136	18%	1,622	25%
2020-21	6,495	3,266	50%	1,109	17%	1,483	23%
2019-20	6,748	3,555	53%	1,079	16%	1,564	23%
2018-19	6,695	3,436	51%	1,054	16%	1,663	25%

FY2027 School Staffing Summary

Board of Education Recommended Budget

April 14, 2026

	SY 25-26	SY 26-27
Teachers / Instructional Coaches	624.0	631.5
Education Technicians	251.7	261.7
Admin Staff	63.5	63.5
Administrative Staff	33.6	33.6
Support Staff	88.8	88.3
Facilities	67.8	67.8
Dedicated Subs	37.0	36.0
Total Staff	**1,166.3**	**1,182.3**

Portland Public Schools
FY2027 School Staffing Summary
Board of Education Recommended Budget
April 14, 2026

	Cliff Island		East End		Longfellow		Lyseth	
	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27
Instructional Staff	**1.4**	**1.4**	**28.5**	**28.5**	**16.4**	**16.4**	**34**	**34**
Pre-K Teacher	0.0	0.0	2	2	1	1	2	2
Teacher	1.0	1.0	19	19	12	12	25	25
Specials Teacher	0.3	0.3	3.5	3.5	2.4	2.4	4	4
Librarian	0.1	0.1	1	1	0.5	0.5	1	1
Reading Specialist	0	0	2	2	0.5	0.5	1	1
Math Specialist	0	0	1	1	0	0	1	1
Special Education Teachers	**0**	**0**	**6**	**7**	**3**	**4**	**4**	**5**
Special Education Teacher	0	0	0	0	0	0	0	0
Resource Room Teacher	0	0	3	3	2	2	4	4
Specialized Programs Teacher	0	0	2	2	1	1	0	0
Pre-K Sped	0	0	1	2	0	1	0	1
Multilingual Teachers	**0**	**0**	**8**	**9**	**0.5**	**0.5**	**5**	**5**
ESOL Teacher	0	0	7	7	0.5	0.5	4	4
Pre-K ESOL Teacher	0	0	1	2	0	0	1	1
Education Technicians	**0**	**0**	**24.5**	**25.5**	**8.7**	**14.7**	**11.5**	**11.5**
Ed Tech III	0	0	2	3	0	0	0	0
Pre-K Ed Tech III	0	0	2	2	1	1	2	2
Pre-K Sped Ed-Tech III	0	0	2	2	0	6	2	2
Sped Ed Tech III	0	0	17	17	7.7	7.7	7	7
ML Ed Tech III	0	0	1.5	1.5	0	0	0	0
Health Ed Tech III	0	0	0	0	0	0	0.5	0.5
Admin Staff:	**0.1**	**0.1**	**4**	**4**	**2.5**	**2.5**	**4**	**4**
Principal	0.1	0.1	1	1	1	1	1	1
Assistant Principal	0	0	1	1	1	1	1	1
Teacher Leader	0	0	0	0	0	0	0	0
Athletic Director	0	0	0	0	0	0	0	0
Special Education Coordinator	0	0	1	1	0.5	0.5	1	1
School Culture Coordinator	0	0	1	1	0	0	1	1
Director Co-Curricular	0	0	0	0	0	0	0	0
Administrative Staff	**0**	**0**	**3**	**3**	**1.6**	**1.6**	**2**	**2**
Secretary Lead - FY	0	0	1	1	1	1	1	1
Secretary Lead - SY	0	0	0	0	0	0	0	0
Secretary - FY	0	0	0	0	0	0	0	0
Secretary - SY	0	0	1	1	0.6	0.6	1	1
Community School Coordinator	0	0	1	1	0	0	0	0
Instructional Coaches	**0**	**0**	**1**	**1**	**1**	**1**	**1**	**1**
Instructional Coaches	0	0	1	1	1	1	1	1
Support Staff	**0**	**0**	**4**	**4**	**3**	**3**	**3**	**3**
Social Worker	0	0	2	2	2	2	2	2
Guidance Counselor	0	0	1	1	0	0	0	0
Psychologist	0	0	0	0	0	0	0	0
Speech Therapist	0	0	0	0	0	0	0	0
School Nurse	0	0	1	1	1	1	1	1
Occupational Therapist	0	0	0	0	0	0	0	0
Physical Therapist	0	0	0	0	0	0	0	0
Athletic Trainer	0	0	0	0	0	0	0	0
Extended Learning Coordinator	0	0	0	0	0	0	0	0
Make It Happen Coordinator	0	0	0	0	0	0		
Health Assistant	0	0	0	0	0	0	0	0
Coordinator Student Services	0	0	0	0	0	0	0	0
Facilities	**0.3**	**0.3**	**4**	**4**	**2.5**	**2.5**	**3**	**3**
Building Custodian Head	0.0	0.0	0	0	0	0	0	0
Building Custodian	0.0	0.0	0	0	0	0	0	0
Building Custodian II - 1st Shift	0.3	0.3	0	0	0	0	0	0
Building Custodian II - 2nd Shift	0	0	2	2	1.5	1.5	2	2
Building Custodian III Head	0	0	0	0	1	1	0	0
Building Custodian III Shift Supervisor	0	0	1	1	0	0	0	0
Building Custodian IV Head	0	0	1	1	0	0	1	1
Substitutes	**0**	**0**	**3**	**3**	**2**	**2**	**3**	**3**
Dedicated Sub	0	0	3	3	2	2	3	3
TOTAL FTE	**1.7**	**1.7**	**86**	**89**	**41.2**	**48.2**	**70.5**	**71.5**

Portland Public Schools
FY2027 School Staffing Summary
Board of Education Recommended Budget
April 14, 2026

	Ocean Ave.		Peaks Island		Presumpscot		Reiche	
	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27
Instructional Staff	**24.2**	**24.2**	**6.5**	**6.5**	**20.2**	**20.2**	**34.8**	**34.8**
Pre-K Teacher	0	0	1.0	1.0	3	3	4	4
Teacher	18	18	4.0	4.0	12	12	22	22
Specials Teacher	3.2	3.2	0.6	0.6	3.2	3.2	3.8	3.8
Librarian	1	1	0.5	0.5	0	0	1	1
Reading Specialist	1	1	0.5	0.5	1	1	3	3
Math Specialist	1	1	0.0	0.0	1	1	1	1
Special Education Teachers	**5**	**6**	**1**	**1**	**3**	**3**	**4**	**5**
Special Education Teacher	0	0	0	0	0	0	0	0
Resource Room Teacher	3	3	1	1	2	2	3	3
Specialized Programs Teacher	2	2	0	0	1	1	1	1
Pre-K Sped	0	1	0	0	0	0	0	1
Multilingual Teachers	**3.2**	**3.2**	**0**	**0**	**4**	**4**	**10**	**11**
ESOL Teacher	3.2	3.2	0	0	3	3	9	9
Pre-K ESOL Teacher	0	0	0	0	1	1	1	2
Education Technicians	**19.75**	**19.75**	**3**	**3**	**16**	**14**	**17.2**	**19.1**
Ed Tech III	2	2	0	0	1	1	3	5
Pre-K Ed Tech III	0	0	1	1	3	3	4	4
Pre-K Sped Ed-Tech III	0	0	0	0	8	8	1	1
Sped Ed Tech III	17	17	2	2	3	1	7	7
ML Ed Tech III	0.75	0.75	0	0	1	1	2	2
Health Ed Tech III	0	0	0	0	0	0	0.2	0.1
Admin Staff:	**4**	**4**	**0.9**	**0.9**	**3**	**3**	**5**	**5**
Principal	1	1	0.9	0.9	1	1	0	0
Assistant Principal	1	1	0	0	1	1	0	0
Teacher Leader	0	0	0	0	0	0	3	3
Athletic Director	0	0	0	0	0	0	0	0
Special Education Coordinator	1	1	0	0	0.5	0.5	1	1
School Culture Coordinator	1	1	0	0	0.5	0.5	1	1
Director Co-Curricular	0	0	0	0	0	0	0	0
Administrative Staff	**2**	**2**	**1**	**1**	**1**	**1**	**2**	**2**
Secretary Lead - FY	1	1	0	0	1	1	1	1
Secretary Lead - SY	0	0	1	1	0	0	0	0
Secretary - FY	0	0	0	0	0	0	0	0
Secretary - SY	1	1	0	0	0	0	1	1
Community School Coordinator	0	0	0	0	0	0	0	0
Instructional Coaches	**1**	**1**	**0**	**0**	**0**	**0**	**1**	**1**
Instructional Coaches	1	1	0	0	0	0	1	1
Support Staff	**4**	**4**	**1.5**	**1.5**	**2**	**2**	**5**	**5**
Social Worker	2	2	0.5	0.5	1	1	3	3
Guidance Counselor	0	0	0	0	0	0	0	0
Psychologist	0	0	0	0	0	0	0	0
Speech Therapist	1	1	0	0	0	0	0	0
School Nurse	1	1	1	1	1	1	1	1
Occupational Therapist	0	0	0	0	0	0	0	0
Physical Therapist	0	0	0	0	0	0	0	0
Athletic Trainer	0	0	0	0	0	0	0	0
Extended Learning Coordinator	0	0	0	0	0	0	0	0
Make It Happen Coordinator	0	0	0	0	0	0	0	0
Health Assistant	0	0	0	0	0	0	0	0
Coordinator Student Services	0	0	0	0	0	0	1	1
Facilities	**3.5**	**3.5**	**1**	**1**	**2.5**	**2.5**	**5**	**5**
Building Custodian Head	0	0	0	0	0	0	0	0
Building Custodian	0	0	0	0	0	0	0	0
Building Custodian II - 1st Shift	0	0	0	0	1	1	0	0
Building Custodian II - 2nd Shift	2.5	2.5	0	0	0.5	0.5	4	4
Building Custodian III Head	0	0	1	1	1	1	0	0
Building Custodian III Shift Supervisor	0	0	0	0	0	0	0	0
Building Custodian IV Head	1	1	0	0	0	0	1	1
Substitutes	**3**	**3**	**0**	**0**	**2**	**2**	**3**	**3**
Dedicated Sub	3	3	0	0	2	2	3	3
TOTAL FTE	**69.7**	**70.7**	**14.9**	**14.9**	**53.7**	**51.7**	**87**	**90.9**

Portland Public Schools
FY2027 School Staffing Summary
Board of Education Recommended Budget
April 14, 2026

	Rowe		Talbot		King		Lincoln	
	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27
Instructional Staff	**31**	**31**	**28.6**	**28.6**	**32.5**	**32.5**	**30.5**	**30.5**
Pre-K Teacher	2	2	3	3	0	0	0	0
Teacher	22	22	18	18	30	30	30	30
Specials Teacher	4	4	3.6	3.6	0	0	0	0
Librarian	1	1	1	1	0.5	0.5	0.5	0.5
Reading Specialist	1	1	2	2	2	2	0	0
Math Specialist	1	1	1	1	0	0	0	0
Special Education Teachers	**6**	**7**	**6**	**8**	**6**	**6**	**6**	**6**
Special Education Teacher	0	0	0	0	0	0	0	0
Resource Room Teacher	4	4	4	4	3	3	3	3
Specialized Programs Teacher	2	2	1	1	3	3	3	3
Pre-K Sped	0	1	1	3	0	0	0	0
Multilingual Teachers	**5**	**5**	**6**	**6**	**6**	**6**	**3**	**3**
ESOL Teacher	4	4	5	5	6	6	3	3
Pre-K ESOL Teacher	1	1	1	1	0	0	0	0
Education Technicians	**22**	**28**	**29.2**	**29.1**	**15**	**15**	**14**	**14**
Ed Tech III	2	2	2	3	2	2	0	0
Pre-K Ed Tech III	2	2	3	3	0	0	0	0
Pre-K Sped Ed-Tech III	2	8	1	1	0	0	0	0
Sped Ed Tech III	15	15	22	22	11	11	13	13
ML Ed Tech III	1	1	1	0	2	2	1	1
Health Ed Tech III	0	0	0.2	0.1	0	0	0	0
Admin Staff:	**4**	**4**	**4**	**4**	**4**	**4**	**4**	**4**
Principal	1	1	1	1	1	1	1	1
Assistant Principal	1	1	1	1	1	1	1	1
Teacher Leader	0	0	0	0	0	0	0	0
Athletic Director	0	0	0	0			0	0
Special Education Coordinator	1	1	1	1	1	1	1	1
School Culture Coordinator	1	1	1	1	1	1	1	1
Director Co-Curricular	0	0	0	0	0	0	0	0
Administrative Staff	**2**	**2**	**3**	**3**	**2**	**2**	**2**	**2**
Secretary Lead - FY	1	1	1	1	1	1	1	1
Secretary Lead - SY	0	0	0	0	0	0	0	0
Secretary - FY	0	0	0	0	0	0	0	0
Secretary - SY	1	1	1	1	1	1	1	1
Community School Coordinator	0	0	1	1	0	0	0	0
Instructional Coaches	**1**	**1**	**1**	**1**	**1**	**1**	**1**	**1**
Instructional Coaches	1	1	1	1	1	1	1	1
Support Staff	**7**	**7**	**6.5**	**6**	**7**	**7**	**7**	**7**
Social Worker	3	3	3	3	3	3	3	3
Guidance Counselor	1	1	0	0	2	2	2	2
Psychologist	0	0	0	0	0	0	0	0
Speech Therapist	2	2	1	1	0	0	0	0
School Nurse	1	1	1	1	1	1	1	1
Occupational Therapist	0	0	1	1	0	0	0	0
Physical Therapist	0	0	0	0	0	0	0	0
Athletic Trainer	0	0	0	0	0	0	0	0
Extended Learning Coordinator	0	0	0	0	0	0	0	0
Make It Happen Coordinator	0	0	0	0	1	1	1	1
Health Assistant	0	0	0.5	0	0	0	0	0
Coordinator Student Services	0	0	0	0	0	0	0	0
Facilities	**4**	**4**	**5**	**5**	**4**	**4**	**4.5**	**4.5**
Building Custodian Head	0	0	0	0	0	0	0	0
Building Custodian	0	0	0	0	0	0	0	0
Building Custodian II - 1st Shift	0	0	0	0	0	0	0	0
Building Custodian II - 2nd Shift	3	3	3	3	2	2	2.5	2.5
Building Custodian III Head	0	0	0	0	0	0	0	0
Building Custodian III Shift Supervisor	0	0	1	1	1	1	1	1
Building Custodian IV Head	1	1	1	1	1	1	1	1
Substitutes	**3**	**3**	**3**	**3**	**2**	**2**	**2**	**2**
Dedicated Sub	3	3	3	3	2	2	2	2
TOTAL FTE	**85**	**92**	**92.3**	**93.7**	**79.5**	**79.5**	**74**	**74**

Portland Public Schools
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	Moore		Casco Bay		Deering		Portland	
	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27	SY25-26	SY26-27
Instructional Staff	**33.5**	**33.5**	**22.5**	**22.5**	**47.2**	**46.2**	**48**	**47**
Pre-K Teacher	0	0	0	0	0	0	0	0
Teacher	31	32	22	22	46.7	45.7	47	46
Specials Teacher	0	0	0	0	0	0	0	0
Librarian	0.5	0.5	0.5	0.5	0.5	0.5	1	1
Reading Specialist	2	1	0	0	0	0	0	0
Math Specialist	0	0	0	0	0	0	0	0
Special Education Teachers	**6**	**6**	**5**	**5**	**11**	**11**	**7**	**7**
Special Education Teacher	0	0	0	0	0	0	0	0
Resource Room Teacher	3	3	3	3	4	4	4	4
Specialized Programs Teacher	3	3	2	2	7	7	3	3
Pre-K Sped	0	0	0	0	0	0	0	0
Multilingual Teachers	**3**	**3**	**2.5**	**2.5**	**9**	**9**	**9**	**8**
ESOL Teacher	3	3	2.5	2.5	9	9	9	8
Pre-K ESOL Teacher	0	0			0	0	0	0
Education Technicians	**18**	**18**	**5**	**5.2**	**28.3**	**26.3**	**14.5**	**13.8**
Ed Tech III	0	0	1	1	0.5	0.5	1	1
Pre-K Ed Tech III	0	0	0	0	0	0	0	0
Pre-K Sped Ed-Tech III	0	0	0	0	0	0	0	0
Sped Ed Tech III	17	17	4	4	26	24	12	11
ML Ed Tech III	1	1	0	0	1	1	1	1
Health Ed Tech III	0	0	0	0.2	0.8	0.8	0.5	0.8
Admin Staff:	**4**	**4**	**4**	**4**	**8**	**8**	**7**	**7**
Principal	1	1	1	1	1	1	1	1
Assistant Principal	1	1	1	1	2	2	2	2
Teacher Leader	0	0	0	0	0	0	0	0
Athletic Director	0	0	0	0	1	1	1	1
Special Education Coordinator	1	1	1	1	2	2	1	1
School Culture Coordinator	1	1	1	1	2	2	2	2
Director Co-Curricular	0	0	0	0	0	0	0	0
Administrative Staff	**2**	**2**	**2**	**2**	**3**	**3**	**3**	**3**
Secretary Lead - FY	1	1	1	1	1	1	1	1
Secretary Lead - SY	0	0	0	0	0	0	0	0
Secretary - FY	0	0	0	0	1	1	1	1
Secretary - SY	1	1	1	1	1	1	1	1
Community School Coordinator	0	0	0	0	0	0	0	0
Instructional Coaches	**1**	**1**	**0**	**0**	**0**	**0**	**0**	**0**
Instructional Coaches	1	1	0	0	0	0	0	0
Support Staff	**7**	**7**	**5**	**5**	**13**	**13**	**12.3**	**12.3**
Social Worker	2.5	2.5	1.5	1.5	5	5	3.8	3.8
Guidance Counselor	2	2	2	2	4	4	4.5	4.5
Psychologist	0	0	0	0	0	0	0	0
Speech Therapist	0	0	0	0	0	0	0	0
School Nurse	1	1	0.5	0.5	1	1	1	1
Occupational Therapist	0	0	0	0	0	0	0	0
Physical Therapist	0	0	0	0	0	0	0	0
Athletic Trainer	0	0	0	0	1	1	1	1
Extended Learning Coordinator	0	0	0	0	1	1	1	1
Make It Happen Coordinator	1	1	1	1	1	1	1	1
Health Assistant	0.5	0.5	0	0	0	0	0	0
Coordinator Student Services	0	0	0	0	0	0	0	0
Facilities	**4.5**	**4.5**	**0.78**	**0.78**	**8.5**	**8.5**	**8.5**	**8.5**
Building Custodian Head	0	0	0	0	0	0	0	0
Building Custodian	0	0	0	0	0	0	0	0
Building Custodian II - 1st Shift	1	1	0	0	1	1	1	1
Building Custodian II - 2nd Shift	2.5	2.5	0.78	0.78	5.5	5.5	5.5	5.5
Building Custodian III Head	0	0	0	0	0	0	0	0
Building Custodian III Shift Supervisor	0	0	0	0	1	1	1	1
Building Custodian IV Head	1	1	0	0	1	1	1	1
Substitutes	**2**	**2**	**2**	**2**	**3**	**3**	**3**	**2**
Dedicated Sub	2	2	2	2	3	3	3	2
TOTAL FTE	**81**	**81**	**48.8**	**49.0**	**131**	**128**	**112.3**	**108.6**

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	PATHS	
	SY25-26	**SY26-27**
Instructional Staff	**20**	**20**
Pre-K Teacher	0	0
Teacher	20	20
Specials Teacher	0	0
Librarian	0	0
Reading Specialist	0	0
Math Specialist	0	0
Special Education Teachers	**0**	**0**
Special Education Teacher	0	0
Resource Room Teacher	0	0
Specialized Programs Teacher	0	0
Pre-K Sped	0	0
Multilingual Teachers	**1**	**1**
ESOL Teacher	1	1
Pre-K ESOL Teacher	0	0
Education Technicians	**5**	**5**
Ed Tech III	5	5
Pre-K Ed Tech III	0	0
Pre-K Sped Ed-Tech III	0	0
Sped Ed Tech III	0	0
ML Ed Tech III	0	0
Health Ed Tech III	0	0
Admin Staff:	**1**	**1**
Principal	1	1
Assistant Principal	0	0
Teacher Leader	0	0
Athletic Director	0	0
Special Education Coordinator	0	0
School Culture Coordinator	0	0
Director Co-Curricular	0	0
Administrative Staff	**2**	**2**
Secretary Lead - FY	1	1
Secretary Lead - SY	0	0
Secretary - FY	0	0
Secretary - SY	1	1
Community School Coordinator	0	0
Instructional Coaches	**0**	**0**
Instructional Coaches	0	0
Support Staff	**1.5**	**1.5**
Social Worker	0	0
Guidance Counselor	0	0
Psychologist	0	0
Speech Therapist	0	0
School Nurse	0.5	0.5
Occupational Therapist	0	0
Physical Therapist	0	0
Athletic Trainer	0	0
Extended Learning Coordinator	0	0
Make It Happen Coordinator	0	0
Health Assistant	0	0
Coordinator Student Services	1	1
Facilities	**6.22**	**6.22**
Building Custodian Head	0	0
Building Custodian	0	0
Building Custodian II - 1st Shift	0	0
Building Custodian II - 2nd Shift	4.22	4.22
Building Custodian III Head	0	0
Building Custodian III Shift Supervisor	1	1
Building Custodian IV Head	1	1
Substitutes	**1**	**1**
Dedicated Sub	1	1
TOTAL FTE	**37.7**	**37.7**

Portland Public Schools
FY2027 Expenditure Summary
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School Based Budgets

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$75,186,789	$79,447,229	$84,442,373	$84,125,342	$84,205,868	$4,853,639	6.0%
Temporary Salaries	$5,228,892	$5,422,025	$5,409,501	$5,488,637	$5,488,637	-$28,388	1.2%
Total Salaries	**$80,415,681**	**$84,869,254**	**$89,851,874**	**$89,613,979**	**$89,694,505**	**$4,825,251**	**5.7%**
Benefits	**$23,313,865**	**$25,948,061**	**$27,836,814**	**$27,765,283**	**$27,871,431**	**$1,923,371**	**7.4%**
TOTAL SALARIES & BENEFITS	**$103,729,546**	**$110,817,315**	**$117,688,688**	**$117,379,262**	**$117,565,936**	**$6,748,622**	**6.1%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$406,804	$275,107	$349,797	$349,797	$349,797	$72,770	27.1%
SPED Contracted Services	$3,160,558	$3,950	$177,797	$177,797	$177,797	$173,847	4401.2%
Adult Ed Contracted Services	$23,953	$27,764	$26,164	$26,164	$26,164	-$2,144	-5.8%
Operations & Communications Contracted Services	$1,001,522	$670,827	$756,933	$756,933	$756,933	$105,449	12.8%
Insurance & Legal Contracted Services	$518,842	$535,510	$535,600	$535,600	$535,600	$90	0.0%
Facilities Contracted Services	$918,465	$874,415	$891,631	$891,631	$891,631	$23,936	2.0%
Transport Contracted Services	$398,830	$2,000	$13,500	$13,500	$13,500	$11,280	575.0%
TOTAL CONTRACTED SERVICES	**$6,428,974**	**$2,389,573**	**$2,751,422**	**$2,751,422**	**$2,751,422**	**$385,228**	15.1%
SUPPLIES							
Academic Supplies	$1,416,543	$1,041,468	$1,280,100	$1,280,100	$1,280,100	$221,489	22.9%
Operations Supplies	$2,115,150	$1,881,669	$2,049,710	$2,049,710	$2,049,710	$168,041	8.9%
TOTAL SUPPLIES	**$3,531,693**	**$2,923,137**	**$3,329,810**	**$3,329,810**	**$3,329,810**	**$389,530**	**13.9%**
MISCELLANEOUS	**$203,819**	**$174,442**	**$210,050**	**$210,050**	**$210,050**	**$35,608**	20.4%
CAPITAL EQUIPMENT	**$67,674**	**$0**	**$124,600**	**$124,600**	**$124,600**	**$118,364**	100.0%
DEBT SERVICE	**$4,014,550**	**$3,891,477**	**$3,768,404**	**$3,768,404**	**$3,768,404**	**-$123,073**	-3.2%
TOTAL NON SALARY AND BENEFITS	**$14,246,711**	**$9,378,629**	**$10,184,286**	**$10,184,286**	**$10,184,286**	**$805,657**	8.6%
TOTAL EXPENDITURES	**$117,976,257**	**$120,195,944**	**$127,872,974**	**$127,563,548**	**$127,750,222**	**$7,554,279**	6.3%

Portland Adult Education (PAE)
Director: Kate Hersom
Address: 14 Locust Street, Portland, ME 04101

Portland Adult Education (PAE) is Maine's largest adult education program, dedicated to empowering adult learners to achieve their educational, professional, and personal goals. PAE offers a diverse range of courses, including English language acquisition, high school diploma completion, workforce training, and personal enrichment classes. The program collaborates with local organizations and businesses to provide students with practical skills and employment opportunities. With a commitment to accessibility and lifelong learning, PAE helps individuals gain the knowledge and confidence needed for career advancement and community engagement. Through its supportive learning environment, PAE strives to meet the evolving needs of the community, fostering personal growth and economic development.

Portland Public Schools
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Portland Adult Education

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$3,027,424	$2,953,343	$3,046,208	$3,032,541	$3,030,512	$172,169	2.6%
Temporary Salaries	$515,270	$661,877	$442,474	$440,369	$440,369	-$316,507	-33.5%
Total Salaries	**$3,542,694**	**$3,615,220**	**$3,488,682**	**$3,472,910**	**$3,470,881**	**-$144,338**	**-4.0%**
Benefits	**$884,866**	**$1,033,131**	**$1,014,660**	**$1,010,362**	**$1,013,853**	**-$19,278**	**-1.9%**
TOTAL SALARIES & BENEFITS	**$4,427,560**	**$4,648,351**	**$4,503,342**	**$4,483,272**	**$4,484,734**	**-$163,616**	-3.5%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$50,039	$25,929	$15,326	$15,326	$15,326	-$12,523	-40.9%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$23,953	$27,764	$26,164	$26,164	$26,164	-$2,144	-5.8%
Ops & Comm Contracted Services	$298,752	$210,483	$143,320	$143,320	$143,320	-$47,820	-31.9%
Ins & Legal Contracted Services	$6,359	$0	$0	$0	$0	$0	0.0%
Facilities Contracted Services	$193,926	$196,533	$200,330	$200,330	$200,330	$10,517	1.9%
Transport Contracted Services	$0	$2,000	$2,000	$2,000	$2,000	-$220	0.0%
TOTAL CONTRACTED SERVICES	**$573,030**	**$462,709**	**$387,140**	**$387,140**	**$387,140**	**-$52,190**	**-16.3%**
SUPPLIES							
Academic Supplies	$186,096	$146,809	$146,909	$146,909	$146,909	-$17,043	0.1%
Operations Supplies	$39,223	$39,210	$39,210	$39,210	$39,210	$0	0.0%
TOTAL SUPPLIES	**$225,319**	**$186,019**	**$186,119**	**$186,119**	**$186,119**	**-$17,043**	**0.1%**
MISCELLANEOUS	**$147,592**	**$1,536**	**$2,036**	**$2,036**	**$2,036**	**$500**	**32.6%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$56,700**	**$56,700**	**$56,700**	**$50,464**	**100.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$945,940**	**$650,264**	**$631,995**	**$631,995**	**$631,995**	**-$18,269**	**-2.8%**
TOTAL EXPENDITURES	**$5,373,500**	**$5,298,615**	**$5,135,337**	**$5,115,267**	**$5,116,729**	**-$181,885**	**-3.4%**

- Change in Salaries & Benefits is due to contractual salary increases, 2 grant funded positions end June 30, 2026, and hours for some part time, adjunct staff reduced due to decreased grant funding.
- Contracted Services is reduced year over year as $100,000 budgeted for the Strategic Plan was a one time expense.

Casco Bay High School (366 students)
Principal: Priya Natarajan
Address: 196 Allen Ave, Portland, ME 04103

Casco Bay High School is an expeditionary learning school that emphasizes rigorous and relevant curriculum. Students participate in learning expeditions that integrate multiple disciplines and culminate in high-quality projects. The school's small size allows for personalized learning experiences and strong relationships between students and staff. Casco Bay High School is committed to preparing students for college, career, and active citizenship.

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Casco Bay High School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$3,254,684	$3,507,344	$4,001,836	$3,991,128	$3,991,128	$483,784	13.8%
Temporary Salaries	$223,790	$204,544	$195,427	$194,886	$194,886	-$9,658	-4.7%
Total Salaries	**$3,478,474**	**$3,711,888**	**$4,197,263**	**$4,186,014**	**$4,186,014**	**$474,126**	**12.8%**
Benefits							
Health Insurance	$696,412	$755,571	$882,250	$879,906	$882,201	$126,630	16.8%
Medicare	$52,273	$53,254	$61,062	$60,900	$60,900	$7,646	14.4%
Retirement	$188,516	$170,776	$219,600	$219,061	$219,061	$48,285	28.3%
Tuition Reimbursement	$23,757	$6,464	$12,832	$12,797	$12,797	$6,333	98.0%
Workers Compensation	$0	$0	$0	$0	$0	$0	0.0%
All Other	$5,296	$27,849	$32,153	$32,069	$32,069	$4,220	15.2%
PFML	$921	$18,994	$21,063	$21,005	$21,005	$2,011	10.6%
Benefits	**$967,173**	**$1,032,908**	**$1,228,960**	**$1,225,738**	**$1,228,033**	**$195,125**	**18.9%**
TOTAL SALARIES & BENEFITS	**$4,445,647**	**$4,744,796**	**$5,426,223**	**$5,411,752**	**$5,414,047**	**$669,251**	14.1%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$5,848	$4,457	$15,200	$15,200	$15,200	$10,743	241.0%
SPED Contracted Services	$3,337	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$36,767	$20,685	$37,687	$37,687	$37,687	$17,002	82.2%
Ins & Legal Contracted Services	$16,179	$16,961	$16,961	$16,961	$16,961	$0	0.0%
Facilities Contracted Services	$1,955	$7,673	$11,083	$11,083	$11,083	$3,410	44.4%
Transport Contracted Services	$14,480	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$78,566**	**$49,776**	**$80,931**	**$80,931**	**$80,931**	**$31,155**	**62.6%**
SUPPLIES							
Academic Supplies	$35,294	$46,623	$46,894	$46,894	$46,894	$271	0.6%
Operations Supplies	$13,905	$40,040	$74,166	$74,166	$74,166	$34,126	85.2%
TOTAL SUPPLIES	**$49,199**	**$86,663**	**$121,060**	**$121,060**	**$121,060**	**$34,397**	**39.7%**
MISCELLANEOUS	**$5,215**	**$13,377**	**$20,197**	**$20,197**	**$20,197**	**$6,820**	**51.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$132,980**	**$149,816**	**$222,188**	**$222,188**	**$222,188**	**$72,372**	**48.3%**
TOTAL EXPENDITURES	**$4,578,628**	**$4,894,612**	**$5,648,411**	**$5,633,940**	**$5,636,235**	**$741,623**	**15.2%**

- Teacher additional pay, stipends, substitute teacher pay, and other temporary salaries were re-allocated based on FY25 actuals and equitable distribution based on enrolled students. Across the district these temporary salaries remained relatively flat but due to this re-allocation, individual schools may see larger increases or decreases.
- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.
- Utilities expenses were re-allocated between Casco Bay High and PATHS based on the percentage of the building occupied by each school.

Cliff Island School (2 students)
Teacher Leader: William Anton
Address: 20 Church Road, PO Box 8, Cliff Island, ME 04019

Cliff Island School offers a unique, personalized educational experience tailored to its small student body. Located on Cliff Island, the school integrates the island's natural surroundings into its curriculum, providing hands-on learning opportunities. The close-knit community ensures individualized attention, fostering strong relationships between students, staff, and residents. Emphasis is placed on experiential learning, allowing students to engage deeply with their environment and community.

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Cliff Island School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$88,662	$124,226	$97,810	$97,541	$97,541	-$26,685	-21.5%
Temporary Salaries	$7,777	$4,526	$1,656	$1,651	$1,651	-$2,875	-63.5%
Total Salaries	**$96,440**	**$128,752**	**$99,466**	**$99,192**	**$99,192**	**-$29,560**	**-23.0%**
Benefits	**$18,099**	**$35,509**	**$14,317**	**$14,280**	**$14,280**	**-$21,229**	**-59.8%**
TOTAL SALARIES & BENEFITS	**$114,539**	**$164,261**	**$113,783**	**$113,472**	**$113,472**	**-$50,789**	-30.9%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$143	$1,748	$1,748	$1,748	$1,748	$0	0.0%
SPED Contracted Services	$0	$3,950	$3,950	$3,950	$3,950	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$209	$602	$602	$602	$602	$0	0.0%
Ins & Legal Contracted Services	$352	$370	$370	$370	$370	$0	0.0%
Facilities Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$704**	**$6,670**	**$6,670**	**$6,670**	**$6,670**	**$0**	**0.0%**
SUPPLIES							
Academic Supplies	$29	$116	$267	$267	$267	$151	130.2%
Operations Supplies	$2,979	$1,800	$2,300	$2,300	$2,300	$500	27.8%
TOTAL SUPPLIES	**$3,008**	**$1,916**	**$2,567**	**$2,567**	**$2,567**	**$651**	**34.0%**
MISCELLANEOUS	**$0**	**$400**	**$400**	**$400**	**$400**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$3,712**	**$8,986**	**$9,637**	**$9,637**	**$9,637**	**$651**	**7.2%**
TOTAL EXPENDITURES	**$118,251**	**$173,247**	**$123,420**	**$123,109**	**$123,109**	**-$50,138**	**-28.9%**

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- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.

Deering High School (837 students)
Principal: Vacant
Address: 370 Stevens Ave, Portland, ME 04103

Deering High School boasts a rich history and a diverse student body. The school offers a wide range of academic courses, including Advanced Placement classes, to challenge and engage students. Extracurricular activities, from athletics to arts, provide avenues for students to explore their passions. Deering High School is dedicated to creating an inclusive environment where every student has the opportunity to succeed.

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Deering High School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$8,184,331	$8,787,709	$9,094,918	$9,149,583	$9,149,583	$361,874	4.1%
Temporary Salaries	$721,012	$691,281	$883,929	$881,489	$881,489	$190,208	27.5%
Total Salaries	**$8,905,343**	**$9,478,990**	**$9,978,847**	**$10,031,072**	**$10,031,072**	**$552,082**	**5.8%**
Benefits	**$2,629,045**	**$2,874,748**	**$3,034,320**	**$3,049,525**	**$3,059,384**	**$184,636**	**6.4%**
TOTAL SALARIES & BENEFITS	**$11,534,388**	**$12,353,738**	**$13,013,167**	**$13,080,597**	**$13,090,456**	**$736,718**	6.0%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$41,065	$19,800	$26,600	$26,600	$26,600	$6,800	34.3%
SPED Contracted Services	$172,739	$0	$16,644	$16,644	$16,644	$16,644	100.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$240,445	$76,920	$100,147	$100,147	$100,147	$23,227	30.2%
Ins & Legal Contracted Services	$66,371	$69,582	$69,582	$69,582	$69,582	$0	0.0%
Facilities Contracted Services	$143,595	$103,884	$104,200	$104,200	$104,200	$316	0.3%
Transport Contracted Services	$114,499	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$778,714**	**$270,186**	**$317,173**	**$317,173**	**$317,173**	**$46,987**	**17.4%**
SUPPLIES							
Academic Supplies	$167,829	$124,250	$134,038	$134,038	$134,038	$9,788	7.9%
Operations Supplies	$279,830	$176,234	$250,800	$250,800	$250,800	$74,566	42.3%
TOTAL SUPPLIES	**$447,659**	**$300,484**	**$384,838**	**$384,838**	**$384,838**	**$84,354**	**28.1%**
MISCELLANEOUS	**$3,103**	**$33,500**	**$50,459**	**$50,459**	**$50,459**	**$16,959**	**50.6%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$1,229,476**	**$604,170**	**$752,470**	**$752,470**	**$752,470**	**$148,300**	**24.5%**
TOTAL EXPENDITURES	**$12,763,864**	**$12,957,908**	**$13,765,637**	**$13,833,067**	**$13,842,926**	**$885,018**	**6.8%**

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- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.

East End Community School (375 students)
Principal: Boyd Marley
Address: 195 North St, Portland, ME 04101

East End Community School serves a diverse student population, reflecting the rich cultural tapestry of Portland's East End. The students, staff, and families of East End Community School value diversity, equity, relationships, growth, and achievement. Our community has high expectations for students and believes that students can grow to meet grade level standards and beyond. We believe that having consistent opportunities and access to deeply engaging, strong grade level instruction, where students do most of the thinking, will grow student achievement and empower students for the world. The dedicated staff works collaboratively to ensure that ALL feel seen, welcomed and heard in their academic journey.

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East End Community School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$4,898,018	$5,365,636	$5,794,875	$5,781,029	$5,780,873	$415,237	7.7%
Temporary Salaries	$399,266	$245,994	$297,104	$296,351	$296,351	$50,357	20.5%
Total Salaries	**$5,297,284**	**$5,611,630**	**$6,091,979**	**$6,077,380**	**$6,077,224**	**$465,594**	**8.3%**
Benefits	**$1,608,131**	**$1,818,948**	**$2,039,316**	**$2,034,505**	**$2,040,570**	**$221,622**	**12.2%**
TOTAL SALARIES & BENEFITS	**$6,905,415**	**$7,430,578**	**$8,131,295**	**$8,111,885**	**$8,117,794**	**$687,216**	9.2%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$1,053	$7,906	$1,200	$1,200	$1,200	-$6,706	-84.8%
SPED Contracted Services	$363,319	$0	$19,397	$19,397	$19,397	$19,397	100.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$10,312	$22,240	$9,193	$9,193	$9,193	-$13,047	-58.7%
Ins & Legal Contracted Services	$26,002	$27,261	$27,261	$27,261	$27,261	$0	0.0%
Facilities Contracted Services	$25,301	$25,567	$25,000	$25,000	$25,000	-$567	-2.2%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$425,988**	**$82,974**	**$82,051**	**$82,051**	**$82,051**	**-$923**	**-1.1%**
SUPPLIES							
Academic Supplies	$61,534	$49,376	$58,019	$58,019	$58,019	$8,643	17.5%
Operations Supplies	$154,167	$127,000	$150,000	$150,000	$150,000	$23,000	18.1%
TOTAL SUPPLIES	**$215,701**	**$176,376**	**$208,019**	**$208,019**	**$208,019**	**$31,643**	**17.9%**
MISCELLANEOUS	**$1,500**	**$3,865**	**$4,555**	**$4,555**	**$4,555**	**$690**	**17.9%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$643,189**	**$263,215**	**$294,625**	**$294,625**	**$294,625**	**$31,410**	**11.9%**
TOTAL EXPENDITURES	**$7,548,604**	**$7,693,793**	**$8,425,920**	**$8,406,510**	**$8,412,419**	**$718,626**	**9.3%**

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- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
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King Middle School (437 students)
Principal: Amy Marx
Address: 92 Deering Ave, Portland, ME 04102

King Middle School is renowned for its expeditionary learning model, emphasizing hands-on, project-based education. Students engage in interdisciplinary expeditions that foster critical thinking and real-world problem-solving skills. The school promotes a culture of respect and responsibility, preparing students to be active, informed citizens. With a diverse student body, King Middle School celebrates inclusivity and encourages students to explore various perspectives.

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King Middle School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$5,167,619	$5,338,841	$5,836,330	$5,742,081	$5,742,081	$403,240	7.6%
Temporary Salaries	$266,625	$323,985	$294,797	$293,983	$293,983	-$30,002	-9.3%
Total Salaries	**$5,434,243**	**$5,662,826**	**$6,131,127**	**$6,036,064**	**$6,036,064**	**$373,238**	**6.6%**
Benefits	**$1,538,497**	**$1,705,467**	**$1,868,525**	**$1,840,825**	**$1,845,709**	**$140,242**	**8.2%**
TOTAL SALARIES & BENEFITS	**$6,972,740**	**$7,368,293**	**$7,999,652**	**$7,876,889**	**$7,881,773**	**$513,480**	7.0%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$20,798	$23,500	$24,200	$24,200	$24,200	$700	3.0%
SPED Contracted Services	$53,849	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$32,104	$24,000	$30,204	$30,204	$30,204	$6,204	25.9%
Ins & Legal Contracted Services	$30,949	$32,446	$32,446	$32,446	$32,446	$0	0.0%
Facilities Contracted Services	$27,308	$23,000	$22,200	$22,200	$22,200	-$800	-3.5%
Transport Contracted Services	$48,286	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$213,296**	**$102,946**	**$109,050**	**$109,050**	**$109,050**	**$6,104**	**5.9%**
SUPPLIES							
Academic Supplies	$60,660	$64,564	$68,211	$68,211	$68,211	$3,647	5.6%
Operations Supplies	$121,053	$104,108	$119,400	$119,400	$119,400	$15,292	14.7%
TOTAL SUPPLIES	**$181,713**	**$168,672**	**$187,611**	**$187,611**	**$187,611**	**$18,939**	**11.2%**
MISCELLANEOUS	**$926**	**$5,500**	**$5,586**	**$5,586**	**$5,586**	**$86**	**1.6%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$395,934**	**$277,118**	**$302,247**	**$302,247**	**$302,247**	**$25,129**	**9.1%**
TOTAL EXPENDITURES	**$7,368,675**	**$7,645,411**	**$8,301,899**	**$8,179,136**	**$8,184,020**	**$538,609**	**7.0%**

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Lincoln Middle School (351 students)
Principal: Aris Ayala Cruz
Address: 522 Stevens Ave, Portland, ME 04103

Lincoln Middle School offers a dynamic, equity-centered learning environment that combines rigorous academics with a deep commitment to belonging and social-emotional growth. The school's comprehensive curriculum spans preparation in the academic core, arts, applied sciences, and languages. It also includes a civics and and social emotional centered approach, that fosters student voice and agency. A wide range of extracurricular activities, such as clubs and athletics, encourage students to explore their interests, develop leadership skills, and build strong connections, while dedicated staff partner closely with families to cultivate a joyful, inclusive community where every student can thrive.

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Lincoln Middle School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$4,892,231	$4,821,383	$5,006,983	$4,993,448	$4,993,448	$172,065	3.6%
Temporary Salaries	$237,199	$299,427	$269,514	$268,769	$268,769	-$30,658	-10.2%
Total Salaries	**$5,129,430**	**$5,120,810**	**$5,276,497**	**$5,262,217**	**$5,262,217**	**$141,407**	**2.8%**
Benefits	**$1,432,412**	**$1,556,924**	**$1,514,943**	**$1,510,988**	**$1,515,463**	**-$41,461**	**-2.7%**
TOTAL SALARIES & BENEFITS	**$6,561,842**	**$6,677,734**	**$6,791,440**	**$6,773,205**	**$6,777,680**	**$99,946**	1.5%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$8,942	$17,920	$16,500	$16,500	$16,500	-$1,420	-7.9%
SPED Contracted Services	$284,005	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$32,022	$31,100	$40,200	$40,200	$40,200	$9,100	29.3%
Ins & Legal Contracted Services	$35,751	$37,481	$37,481	$37,481	$37,481	$0	0.0%
Facilities Contracted Services	$34,813	$48,500	$49,000	$49,000	$49,000	$500	1.0%
Transport Contracted Services	$35,016	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$430,548**	**$135,001**	**$143,181**	**$143,181**	**$143,181**	**$8,180**	**6.1%**
SUPPLIES							
Academic Supplies	$28,827	$49,501	$61,409	$61,409	$61,409	$11,908	24.1%
Operations Supplies	$163,900	$116,000	$145,400	$145,400	$145,400	$29,400	25.3%
TOTAL SUPPLIES	**$192,728**	**$165,501**	**$206,809**	**$206,809**	**$206,809**	**$41,308**	**25.0%**
MISCELLANEOUS	**$2,186**	**$2,450**	**$2,450**	**$2,450**	**$2,450**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$625,462**	**$302,952**	**$352,440**	**$352,440**	**$352,440**	**$49,488**	**16.3%**
TOTAL EXPENDITURES	**$7,187,304**	**$6,980,686**	**$7,143,880**	**$7,125,645**	**$7,130,120**	**$149,434**	**2.1%**

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Longfellow Elementary School (250 students)
Principal: Nicole Bradeen
Address: 432 Stevens Ave, Portland, ME 04103

Longfellow Elementary School is committed to academic excellence, social-emotional learning, critical thinking and collaborative problem-solving for all. Longfellow is a supportive and collaborative environment that aims to ensure that every student feels connected and empowered with tools and strategies to feel successful. The staff work diligently to create an environment where every student belongs and one where every student feels safe, respected, and known as individuals.

Portland Public Schools
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Longfellow Elementary School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$2,747,689	$2,836,338	$3,214,047	$3,206,629	$3,206,629	$370,291	13.1%
Temporary Salaries	$183,473	$202,291	$171,905	$171,498	$171,498	-$30,793	-15.2%
Total Salaries	**$2,931,162**	**$3,038,629**	**$3,385,952**	**$3,378,127**	**$3,378,127**	**$339,498**	**11.2%**
Benefits	**$804,056**	**$914,473**	**$1,035,226**	**$1,032,924**	**$1,035,555**	**$121,082**	**13.2%**
TOTAL SALARIES & BENEFITS	**$3,735,218**	**$3,953,102**	**$4,421,178**	**$4,411,051**	**$4,413,682**	**$460,580**	11.7%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$2,004	$8,000	$5,260	$5,260	$5,260	-$2,740	-34.3%
SPED Contracted Services	$244,940	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$4,116	$8,300	$8,800	$8,800	$8,800	$500	6.0%
Ins & Legal Contracted Services	$14,827	$15,545	$15,545	$15,545	$15,545	$0	0.0%
Facilities Contracted Services	$11,552	$11,271	$11,305	$11,305	$11,305	$34	0.3%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$277,438**	**$43,116**	**$40,910**	**$40,910**	**$40,910**	**-$2,206**	**-5.1%**
SUPPLIES							
Academic Supplies	$22,970	$28,800	$31,979	$31,979	$31,979	$3,179	11.0%
Operations Supplies	$44,863	$41,959	$40,700	$40,700	$40,700	-$1,259	-3.0%
TOTAL SUPPLIES	**$67,833**	**$70,759**	**$72,679**	**$72,679**	**$72,679**	**$1,920**	**2.7%**
MISCELLANEOUS	**$0**	**$1,500**	**$1,500**	**$1,500**	**$1,500**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$727,643**	**$705,811**	**$683,980**	**$683,980**	**$683,980**	**-$21,831**	**-3.1%**
NON SALARY AND BENEFITS	**$1,072,914**	**$821,186**	**$799,069**	**$799,069**	**$799,069**	**-$22,117**	**-2.7%**
TOTAL EXPENDITURES	**$4,808,132**	**$4,774,288**	**$5,220,247**	**$5,210,120**	**$5,212,751**	**$438,463**	**9.2%**

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- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.

Lyseth Elementary School (473 students)
Principal: Laurie Cloutier
Address: 175 Auburn St, Portland, ME 04103

Harrison Lyseth Elementary School is committed to academic excellence, offering a curriculum that challenges and inspires students. The school integrates technology and innovative teaching methods to enhance learning outcomes. A strong emphasis on character education helps students develop integrity, responsibility, and empathy. Extracurricular activities, including music and sports, provide well-rounded opportunities for personal growth.

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Lyseth Elementary School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$4,486,442	$4,701,080	$4,962,955	$4,950,235	$4,950,213	$249,133	5.3%
Temporary Salaries	$331,378	$230,047	$300,591	$299,828	$299,828	$69,781	30.3%
Total Salaries	**$4,817,819**	**$4,931,127**	**$5,263,546**	**$5,250,063**	**$5,250,041**	**$318,914**	**6.5%**
Benefits	**$1,427,876**	**$1,465,704**	**$1,578,118**	**$1,574,107**	**$1,578,145**	**$112,441**	**7.7%**
TOTAL SALARIES & BENEFITS	**$6,245,695**	**$6,396,831**	**$6,841,664**	**$6,824,170**	**$6,828,186**	**$431,355**	6.7%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$12,628	$20,315	$19,165	$19,165	$19,165	-$1,150	-5.7%
SPED Contracted Services	$7,612	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$8,527	$13,024	$11,687	$11,687	$11,687	-$1,337	-10.3%
Ins & Legal Contracted Services	$17,500	$18,346	$18,346	$18,346	$18,346	$0	0.0%
Facilities Contracted Services	$11,573	$8,722	$9,000	$9,000	$9,000	$278	3.2%
Transport Contracted Services	$1,390	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$59,230**	**$60,407**	**$58,198**	**$58,198**	**$58,198**	**-$2,209**	**-3.7%**
SUPPLIES							
Academic Supplies	$46,129	$46,194	$47,851	$47,851	$47,851	$1,657	3.6%
Operations Supplies	$61,541	$37,656	$52,900	$52,900	$52,900	$15,244	40.5%
TOTAL SUPPLIES	**$107,669**	**$83,850**	**$100,751**	**$100,751**	**$100,751**	**$16,901**	**20.2%**
MISCELLANEOUS	**$6,996**	**$9,558**	**$9,482**	**$9,482**	**$9,482**	**-$76**	**-0.8%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$1,175,242**	**$1,137,358**	**$1,099,473**	**$1,099,473**	**$1,099,473**	**-$37,885**	**-3.3%**
NON SALARY AND BENEFITS	**$1,349,137**	**$1,291,173**	**$1,267,904**	**$1,267,904**	**$1,267,904**	**-$23,269**	**-1.8%**
TOTAL EXPENDITURES	**$7,594,832**	**$7,688,004**	**$8,109,568**	**$8,092,074**	**$8,096,090**	**$408,086**	**5.3%**

- Teacher additional pay, stipends, substitute teacher pay, and other temporary salaries were re-allocated based on FY25 actuals and equitable distribution based on enrolled students. Across the district these temporary salaries remained relatively flat but due to this re-allocation, individual schools may see larger increases or decreases.
- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.

Moore Middle School (484 students)
Principal: Darralynn Jones
Address: 171 Auburn Street, Portland, ME 04103

Lyman Moore Middle School focuses on fostering a community of learners who are curious, compassionate, and committed to personal growth. The school offers a variety of programs aimed at developing critical thinking and leadership skills. Collaborative teaching practices and a supportive environment ensure that students are well-prepared for high school and beyond. Community partnerships enhance the educational experience by connecting students with real-world learning opportunities.

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Moore Middle School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$5,116,224	$5,291,305	$5,953,717	$5,937,805	$5,937,805	$646,500	12.2%
Temporary Salaries	$261,475	$314,939	$288,215	$287,419	$287,419	-$27,520	-8.7%
Total Salaries	**$5,377,699**	**$5,606,244**	**$6,241,932**	**$6,225,224**	**$6,225,224**	**$618,980**	**11.0%**
Benefits	**$1,645,710**	**$1,745,229**	**$1,935,347**	**$1,930,281**	**$1,936,135**	**$190,906**	**10.9%**
TOTAL SALARIES & BENEFITS	**$7,023,408**	**$7,351,473**	**$8,177,279**	**$8,155,505**	**$8,161,359**	**$809,886**	**11.0%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$21,209	$9,293	$12,511	$12,511	$12,511	$3,218	34.6%
SPED Contracted Services	$159,904	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$29,604	$29,827	$20,812	$20,812	$20,812	-$9,015	-30.2%
Ins & Legal Contracted Services	$36,204	$37,956	$37,956	$37,956	$37,956	$0	0.0%
Facilities Contracted Services	$47,163	$40,337	$45,592	$45,592	$45,592	$5,255	13.0%
Transport Contracted Services	$54,397	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$348,480**	**$117,413**	**$116,871**	**$116,871**	**$116,871**	**-$542**	**-0.5%**
SUPPLIES							
Academic Supplies	$55,906	$34,683	$53,196	$53,196	$53,196	$18,513	53.4%
Operations Supplies	$217,568	$189,608	$211,800	$211,800	$211,800	$22,192	11.7%
TOTAL SUPPLIES	**$273,475**	**$224,291**	**$264,996**	**$264,996**	**$264,996**	**$40,705**	**18.1%**
MISCELLANEOUS	**$4,432**	**$9,980**	**$6,965**	**$6,965**	**$6,965**	**-$3,015**	**-30.2%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$626,387**	**$351,684**	**$388,832**	**$388,832**	**$388,832**	**$37,148**	**10.6%**
TOTAL EXPENDITURES	**$7,649,795**	**$7,703,157**	**$8,566,111**	**$8,544,337**	**$8,550,191**	**$847,034**	**11.0%**

- Teacher additional pay, stipends, substitute teacher pay, and other temporary salaries were re-allocated based on FY25 actuals and equitable distribution based on enrolled students. Across the district these temporary salaries remained relatively flat but due to this re-allocation, individual schools may see larger increases or decreases.
- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.

Ocean Avenue Elementary School (312 students)
Principal: Beverly Stevens
Address: 150 Ocean Avenue, Portland, ME 04103

Ocean Avenue Elementary School (OAES) is a school where students are encouraged to ask questions, think deeply, and take action to care for our community. OAES serves a diverse group of learners and families, and we take pride in being a school where everyone belongs. Our staff work hard to create a welcoming and supportive learning environment where students feel safe, respected, and known as individuals. Learning at OAES includes strong academics, opportunities for creativity and the arts, and meaningful connections to the world beyond the classroom. We believe every child can meet expectations when teachers combine high expectations with strong care, encouragement, and consistent support.

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Ocean Avenue Elementary School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$4,094,891	$4,338,731	$4,475,014	$4,463,128	$4,462,919	$124,188	2.9%
Temporary Salaries	$159,352	$234,598	$272,779	$272,093	$272,093	$37,495	16.0%
Total Salaries	**$4,254,243**	**$4,573,329**	**$4,747,793**	**$4,735,221**	**$4,735,012**	**$161,683**	**3.5%**
Benefits	**$1,277,638**	**$1,480,032**	**$1,522,249**	**$1,518,225**	**$1,523,712**	**$43,680**	**3.0%**
TOTAL SALARIES & BENEFITS	**$5,531,881**	**$6,053,361**	**$6,270,042**	**$6,253,446**	**$6,258,724**	**$205,363**	3.4%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$6,737	$11,745	$8,450	$8,450	$8,450	-$3,295	-28.1%
SPED Contracted Services	$339,736	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$21,249	$11,208	$9,147	$9,147	$9,147	-$2,061	-18.4%
Ins & Legal Contracted Services	$24,378	$25,558	$25,558	$25,558	$25,558	$0	0.0%
Facilities Contracted Services	$19,173	$16,672	$17,800	$17,800	$17,800	$1,128	6.8%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$411,273**	**$65,183**	**$60,955**	**$60,955**	**$60,955**	**-$4,228**	**-6.5%**
SUPPLIES							
Academic Supplies	$38,054	$22,780	$46,376	$46,376	$46,376	$23,596	103.6%
Operations Supplies	$91,668	$80,000	$85,300	$85,300	$85,300	$5,300	6.6%
TOTAL SUPPLIES	**$129,722**	**$102,780**	**$131,676**	**$131,676**	**$131,676**	**$28,896**	**28.1%**
MISCELLANEOUS	**$9,950**	**$11,934**	**$1,600**	**$1,600**	**$1,600**	**-$10,334**	**-86.6%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$550,945**	**$179,897**	**$194,231**	**$194,231**	**$194,231**	**$14,334**	**8.0%**
TOTAL EXPENDITURES	**$6,082,826**	**$6,233,258**	**$6,464,273**	**$6,447,677**	**$6,452,955**	**$219,697**	**3.5%**

- Teacher additional pay, stipends, substitute teacher pay, and other temporary salaries were re-allocated based on FY25 actuals and equitable distribution based on enrolled students. Across the district these temporary salaries remained relatively flat but due to this re-allocation, individual schools may see larger increases or decreases.
- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.

Peaks Island School (45 students)
Teacher Leader: William Anton
Address: 4 Church Avenue, Portland, ME 04108

Peaks Island School provides a unique educational setting, surrounded by the natural beauty of Peaks Island. The small student body allows for personalized instruction and strong community bonds. The curriculum leverages the island's resources, offering hands-on learning experiences in marine biology, ecology, and local history. Community events and partnerships enrich the educational experience, making the school a central hub for island residents.

Portland Public Schools
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Peaks Island School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$836,356	$989,102	$1,005,676	$1,002,900	$1,002,900	$13,798	1.4%
Temporary Salaries	$69,068	$37,122	$28,701	$28,622	$28,622	-$8,500	-22.9%
Total Salaries	**$905,424**	**$1,026,224**	**$1,034,377**	**$1,031,522**	**$1,031,522**	**$5,298**	**0.5%**
Benefits	**$255,873**	**$309,354**	**$351,147**	**$350,180**	**$351,093**	**$41,739**	**13.5%**
TOTAL SALARIES & BENEFITS	**$1,161,297**	**$1,335,578**	**$1,385,524**	**$1,381,702**	**$1,382,615**	**$47,037**	**3.5%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$50,941	$45,586	$45,586	$45,586	$45,586	$0	0.0%
SPED Contracted Services	$36,469	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$858	$2,553	$2,553	$2,553	$2,553	$0	0.0%
Ins & Legal Contracted Services	$4,565	$4,786	$4,786	$4,786	$4,786	$0	0.0%
Facilities Contracted Services	$1,488	$1,753	$1,550	$1,550	$1,550	-$203	-11.6%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$94,321**	**$54,678**	**$54,475**	**$54,475**	**$54,475**	**-$203**	**-0.4%**
SUPPLIES							
Academic Supplies	$9,692	$9,896	$11,283	$11,283	$11,283	$1,387	14.0%
Operations Supplies	$50,506	$47,040	$52,100	$52,100	$52,100	$5,060	10.8%
TOTAL SUPPLIES	**$60,198**	**$56,936**	**$63,383**	**$63,383**	**$63,383**	**$6,447**	**11.3%**
MISCELLANEOUS	**$0**	**$678**	**$678**	**$678**	**$678**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$154,519**	**$112,292**	**$118,536**	**$118,536**	**$118,536**	**$6,244**	**5.6%**
TOTAL EXPENDITURES	**$1,315,816**	**$1,447,870**	**$1,504,060**	**$1,500,238**	**$1,501,151**	**$53,281**	**3.7%**

- Teacher additional pay, stipends, substitute teacher pay, and other temporary salaries were re-allocated based on FY25 actuals and equitable distribution based on enrolled students. Across the district these temporary salaries remained relatively flat but due to this re-allocation, individual schools may see larger increases or decreases.
- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.
- Teacher leader stipend removed due to change in leadership structure to a Principal.

Portland Arts and Technology High School (PATHS)
Director: Kevin Stilphen
Address: 196 Allen Ave, Portland, ME 04103

PATHS offers hands-on, technical education to prepare students for a wide range of high-skill, high-wage, and high-demand careers. Programs include culinary arts, automotive technology, and multimedia communications, among others. Students from various high schools attend PATHS part-time to gain practical skills and industry certifications. The school collaborates with local businesses and organizations to provide real-world learning experiences and internships.

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PATHS

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$2,573,254	$2,571,197	$2,670,107	$2,662,737	$2,662,737	$91,540	3.6%
Temporary Salaries	$187,559	$85,258	$86,024	$85,787	$85,787	$529	0.6%
Total Salaries	**$2,760,813**	**$2,656,455**	**$2,756,131**	**$2,748,524**	**$2,748,524**	**$92,069**	**3.5%**
Benefits	**$757,930**	**$836,398**	**$825,412**	**$823,134**	**$825,083**	**-$11,315**	**-1.4%**
TOTAL SALARIES & BENEFITS	**$3,518,743**	**$3,492,853**	**$3,581,543**	**$3,571,658**	**$3,573,607**	**$80,754**	**2.3%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$50,785	$35,104	$90,923	$90,923	$90,923	$55,819	159.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$22,066	$17,453	$137,875	$137,875	$137,875	$120,422	690.0%
Ins & Legal Contracted Services	$58,015	$59,050	$59,050	$59,050	$59,050	$0	0.0%
Facilities Contracted Services	$50,022	$52,113	$48,866	$48,866	$48,866	-$3,247	-6.2%
Transport Contracted Services	$0	$0	$11,500	$11,500	$11,500	$11,500	100.0%
TOTAL CONTRACTED SERVICES	**$180,888**	**$163,720**	**$348,214**	**$348,214**	**$348,214**	**$184,494**	**112.7%**
SUPPLIES							
Academic Supplies	$321,450	$110,000	$230,918	$230,918	$230,918	$120,918	109.9%
Operations Supplies	$236,939	$235,259	$200,934	$200,934	$200,934	-$34,325	-14.6%
TOTAL SUPPLIES	**$558,389**	**$345,259**	**$431,852**	**$431,852**	**$431,852**	**$86,593**	**25.1%**
MISCELLANEOUS	**$105**	**$0**	**$21,629**	**$21,629**	**$21,629**	**$21,629**	**100.0%**
CAPITAL EQUIPMENT	**$67,674**	**$0**	**$57,400**	**$57,400**	**$57,400**	**$57,400**	**100.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$807,056**	**$508,979**	**$859,095**	**$859,095**	**$859,095**	**$350,116**	**68.8%**
TOTAL EXPENDITURES	**$4,325,799**	**$4,001,832**	**$4,440,638**	**$4,430,753**	**$4,432,702**	**$430,870**	**10.8%**

- Teacher additional pay, stipends, substitute teacher pay, and other temporary salaries were re-allocated based on FY25 actuals and equitable distribution based on enrolled students. Across the district these temporary salaries remained relatively flat but due to this re-allocation, individual schools may see larger increases or decreases.
- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.
- Increases in contracted services and supplies is due to additional planned expenditures due to grant funds received after the FY26 budget was finalized (Climate Education Professional Development Grant, Perkins).
- Utilities expenses were re-allocated between Casco Bay HIgh and PATHS based on the percentage of the building occupied by each school.

PORTLAND PUBLIC SCHOOLS
prepared & empowered

Portland High School (767 students)
Principal: Sheila Jepson
Address: 284 Cumberland Ave, Portland, ME 04101

Established in 1821, Portland High School is one of the oldest public high schools in the United States. Located in the heart of the city, the school prides itself on academic excellence and community engagement. The city is our campus! The school's urban setting provides students with unique opportunities to connect with the broader Portland community. Rigorous academic programming ensures that students are prepared for various post-secondary pathways. Our population of students is diverse, active in co-curricular athletics, activities, the arts and volunteering.

Portland Public Schools
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Portland High School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$7,740,624	$7,947,912	$8,335,527	$8,312,527	$8,396,410	$448,498	5.6%
Temporary Salaries	$688,735	$662,745	$623,270	$621,549	$621,549	-$41,196	-6.2%
Total Salaries	**$8,429,359**	**$8,610,657**	**$8,958,797**	**$8,934,076**	**$9,017,959**	**$407,302**	**4.7%**
Benefits	**$2,212,856**	**$2,464,569**	**$2,639,740**	**$2,632,459**	**$2,662,625**	**$198,056**	**8.0%**
TOTAL SALARIES & BENEFITS	**$10,642,215**	**$11,075,226**	**$11,598,537**	**$11,566,535**	**$11,680,584**	**$605,358**	**5.5%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$52,555	$19,800	$26,600	$26,600	$26,600	$6,800	34.3%
SPED Contracted Services	$54,016	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$134,503	$129,554	$134,412	$134,412	$134,412	$4,858	3.7%
Ins & Legal Contracted Services	$86,877	$91,080	$91,080	$91,080	$91,080	$0	0.0%
Facilities Contracted Services	$263,547	$254,580	$258,026	$258,026	$258,026	$3,446	1.4%
Transport Contracted Services	$130,762	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$722,260**	**$495,014**	**$510,118**	**$510,118**	**$510,118**	**$15,104**	**3.1%**
SUPPLIES							
Academic Supplies	$144,964	$145,400	$177,654	$177,654	$177,654	$32,254	22.2%
Operations Supplies	$200,740	$221,193	$205,300	$205,300	$205,300	-$15,893	-7.2%
TOTAL SUPPLIES	**$345,705**	**$366,593**	**$382,954**	**$382,954**	**$382,954**	**$16,361**	**4.5%**
MISCELLANEOUS	**$21,815**	**$69,430**	**$67,930**	**$67,930**	**$67,930**	**-$1,500**	**-2.2%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$1,089,780**	**$931,037**	**$961,002**	**$961,002**	**$961,002**	**$29,965**	**3.2%**
TOTAL EXPENDITURES	**$11,731,995**	**$12,006,263**	**$12,559,539**	**$12,527,537**	**$12,641,586**	**$635,323**	**5.3%**

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- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
- Operational supplies budgets increased across many of our buildings due to the rising costs of utilities.

Presumpscot Elementary School (254 students)
Principal: Angela Taylor
Address: 69 Presumpscot St, Portland, ME 04103

Presumpscot Elementary School, an accredited Expeditionary Learning school, fosters a collaborative learning environment where students, teachers, and families work together to achieve academic success. The school utilizes the principles of crew to emphasize social-emotional learning and community building, ensuring that students become lifelong learners and are empowered to better the world. Innovative teaching practices and a rich array of extracurricular activities provide a well-rounded educational experience. Community partnership is fostered, strengthening the bond between the school and its stakeholders.

Portland Public Schools
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Presumpscot Elementary School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$2,980,151	$3,327,456	$3,527,269	$3,519,202	$3,518,779	$191,323	5.7%
Temporary Salaries	$218,432	$269,158	$239,570	$238,909	$238,909	-$30,249	-11.2%
Total Salaries	**$3,198,584**	**$3,596,614**	**$3,766,839**	**$3,758,111**	**$3,757,688**	**$161,074**	**4.5%**
Benefits	**$965,917**	**$1,139,506**	**$1,250,833**	**$1,248,054**	**$1,252,444**	**$112,938**	**9.9%**
TOTAL SALARIES & BENEFITS	**$4,164,501**	**$4,736,120**	**$5,017,672**	**$5,006,165**	**$5,010,132**	**$274,012**	**5.8%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$2,492	$2,426	$3,559	$3,559	$3,559	$1,133	46.7%
SPED Contracted Services	$98,089	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$4,513	$8,212	$8,420	$8,420	$8,420	$208	2.5%
Ins & Legal Contracted Services	$8,787	$9,212	$9,212	$9,212	$9,212	$0	0.0%
Facilities Contracted Services	$24,170	$17,629	$22,329	$22,329	$22,329	$4,700	26.7%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$138,051**	**$37,479**	**$43,520**	**$43,520**	**$43,520**	**$6,041**	**16.1%**
SUPPLIES							
Academic Supplies	$39,422	$34,445	$32,825	$32,825	$32,825	-$1,620	-4.7%
Operations Supplies	$77,384	$70,781	$77,200	$77,200	$77,200	$6,419	9.1%
TOTAL SUPPLIES	**$116,806**	**$105,226**	**$110,025**	**$110,025**	**$110,025**	**$4,799**	**4.6%**
MISCELLANEOUS	**$0**	**$600**	**$612**	**$612**	**$612**	**$12**	**2.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$1,320,534**	**$1,280,914**	**$1,241,293**	**$1,241,293**	**$1,241,293**	**-$39,621**	**-3.1%**
NON SALARY AND BENEFITS	**$1,575,390**	**$1,424,219**	**$1,395,450**	**$1,395,450**	**$1,395,450**	**-$28,769**	**-2.0%**
TOTAL EXPENDITURES	**$5,739,891**	**$6,160,339**	**$6,413,122**	**$6,401,615**	**$6,405,582**	**$245,243**	**4.0%**

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- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
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PORTLAND PUBLIC SCHOOLS
prepared & empowered

Reiche Community School (463 students)
Lead Teachers: Anne Dalphin, David Briley, Taryn Southard
Address: 166 Brackett St, Portland, ME 04102

Howard C. Reiche Community School has the distinction of being the first school in the country to convert from a traditional principal-led model to a Teacher-Powered model in 2011. Our unique teacher-led school creates rich opportunities for staff involvement in democratic, shared leadership. It is also the most diverse school in Maine. The school's rich multilingual community enriches the educational experience, promoting cross-cultural understanding and respect. Partnerships with local businesses and organizations provide students with unique learning opportunities beyond the classroom.

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Reiche Community School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$5,040,728	$5,475,509	$6,022,484	$6,007,652	$6,007,301	$531,792	9.7%
Temporary Salaries	$229,224	$320,283	$318,220	$317,410	$317,410	-$2,873	-0.9%
Total Salaries	**$5,269,953**	**$5,795,792**	**$6,340,704**	**$6,325,062**	**$6,324,711**	**$528,919**	**9.1%**
Benefits	**$1,675,778**	**$1,764,838**	**$2,018,068**	**$2,013,223**	**$2,018,953**	**$254,115**	**14.4%**
TOTAL SALARIES & BENEFITS	**$6,945,730**	**$7,560,630**	**$8,358,772**	**$8,338,285**	**$8,343,664**	**$783,034**	**10.4%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$5,715	$9,742	$6,890	$6,890	$6,890	-$2,852	-29.3%
SPED Contracted Services	$298,618	$0	$70,000	$70,000	$70,000	$70,000	100.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$22,523	$26,830	$15,251	$15,251	$15,251	-$11,579	-43.2%
Ins & Legal Contracted Services	$30,850	$32,343	$32,343	$32,343	$32,343	$0	0.0%
Facilities Contracted Services	$30,061	$29,419	$29,650	$29,650	$29,650	$231	0.8%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$387,766**	**$98,334**	**$154,134**	**$154,134**	**$154,134**	**$55,800**	**56.7%**
SUPPLIES							
Academic Supplies	$62,497	$43,609	$43,307	$43,307	$43,307	-$302	-0.7%
Operations Supplies	$138,287	$106,366	$122,400	$122,400	$122,400	$16,034	15.1%
TOTAL SUPPLIES	**$200,784**	**$149,975**	**$165,707**	**$165,707**	**$165,707**	**$15,732**	**10.5%**
MISCELLANEOUS	**$0**	**$2,526**	**$4,368**	**$4,368**	**$4,368**	**$1,842**	**72.9%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$10,500**	**$10,500**	**$10,500**	**$10,500**	**100.0%**
DEBT SERVICE	**$791,131**	**$767,394**	**$743,658**	**$743,658**	**$743,658**	**-$23,736**	**-3.1%**
NON SALARY AND BENEFITS	**$1,379,681**	**$1,018,229**	**$1,078,367**	**$1,078,367**	**$1,078,367**	**$60,138**	**5.9%**
TOTAL EXPENDITURES	**$8,325,412**	**$8,578,859**	**$9,437,139**	**$9,416,652**	**$9,422,031**	**$843,172**	**9.8%**

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- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
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Rowe Elementary School (468 students)
Principal: Joseph Trivisonno
Address: 23 Orono Road, Portland, ME 04102

Amanda C. Rowe Elementary School is dedicated to fostering a nurturing and inclusive environment where every student is encouraged to reach their full potential. The school emphasizes community involvement, ensuring that families play an active role in the educational journey. With a curriculum that balances academic rigor with social-emotional learning, students are prepared for future challenges. The dedicated staff strives to create a supportive atmosphere that celebrates diversity and promotes a love for learning.

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Rowe Elementary School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$4,956,063	$5,348,045	$5,804,752	$5,791,051	$5,791,051	$443,006	8.3%
Temporary Salaries	$246,784	$324,268	$366,026	$365,085	$365,085	$40,817	12.6%
Total Salaries	**$5,202,847**	**$5,672,313**	**$6,170,778**	**$6,156,136**	**$6,156,136**	**$483,823**	**8.5%**
Benefits	**$1,610,934**	**$1,762,606**	**$1,985,849**	**$1,981,321**	**$1,988,312**	**$225,706**	**12.8%**
TOTAL SALARIES & BENEFITS	**$6,813,781**	**$7,434,919**	**$8,156,627**	**$8,137,457**	**$8,144,448**	**$709,529**	**9.5%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$7,659	$11,336	$9,714	$9,714	$9,714	-$1,622	-14.3%
SPED Contracted Services	$448,603	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$19,985	$25,036	$12,026	$12,026	$12,026	-$13,010	-52.0%
Ins & Legal Contracted Services	$18,734	$19,641	$19,641	$19,641	$19,641	$0	0.0%
Facilities Contracted Services	$13,802	$14,934	$15,700	$15,700	$15,700	$766	5.1%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$508,784**	**$70,947**	**$57,081**	**$57,081**	**$57,081**	**-$13,866**	**-19.5%**
SUPPLIES							
Academic Supplies	$61,411	$37,973	$44,273	$44,273	$44,273	$6,300	16.6%
Operations Supplies	$111,770	$93,896	$104,800	$104,800	$104,800	$10,904	11.6%
TOTAL SUPPLIES	**$173,180**	**$131,869**	**$149,073**	**$149,073**	**$149,073**	**$17,204**	**13.0%**
MISCELLANEOUS	**$0**	**$2,748**	**$3,224**	**$3,224**	**$3,224**	**$476**	**17.3%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$681,964**	**$205,564**	**$209,378**	**$209,378**	**$209,378**	**$3,814**	**1.9%**
TOTAL EXPENDITURES	**$7,495,745**	**$7,640,483**	**$8,366,005**	**$8,346,835**	**$8,353,826**	**$713,343**	**9.3%**

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- Across the district an additional 5 percent was added for school supplies. However, an equitable funding formula was used that considered the number of enrolled students, students with IEPs, low-income students, and multilingual students so individual schools may see higher or lower increases.
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Talbot Community School (371 students)
Principal: Terry Young
Address: 1600 Forest Ave, Portland, ME 04103

Named in honor of Maine's first African-American legislator, Gerald E. Talbot Community School celebrates diversity and inclusion at its core. The curriculum is designed to promote cultural awareness and social justice, preparing students to be active, informed citizens. Community engagement is a cornerstone, with numerous programs connecting students to local history and contemporary issues. The school's supportive environment ensures that all students have the resources and encouragement they need to succeed.

Portland Public Schools
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Talbot Community School

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$5,090,254	$5,722,072	$5,591,865	$5,578,537	$5,578,370	-$143,702	-2.5%
Temporary Salaries	$282,471	$309,684	$329,299	$328,525	$328,525	$18,841	6.1%
Total Salaries	**$5,372,725**	**$6,031,756**	**$5,921,164**	**$5,907,062**	**$5,906,895**	**-$124,861**	**-2.1%**
Benefits	**$1,598,379**	**$2,007,716**	**$1,979,784**	**$1,975,154**	**$1,982,084**	**-$25,632**	**-1.3%**
TOTAL SALARIES & BENEFITS	**$6,971,104**	**$8,039,472**	**$7,900,948**	**$7,882,216**	**$7,888,979**	**-$150,493**	-1.9%
CONTRACTED SERVICES							
PreK-12th Contracted Services	$58,929	$500	$20,365	$20,365	$20,365	$19,865	3973.0%
SPED Contracted Services	$595,322	$0	$67,806	$67,806	$67,806	$67,806	100.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$36,360	$12,800	$12,597	$12,597	$12,597	-$203	-1.6%
Ins & Legal Contracted Services	$36,143	$37,892	$37,982	$37,982	$37,982	$90	0.2%
Facilities Contracted Services	$19,015	$21,828	$20,000	$20,000	$20,000	-$1,828	-8.4%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$745,770**	**$73,020**	**$158,750**	**$158,750**	**$158,750**	**$85,730**	**117.4%**
SUPPLIES							
Academic Supplies	$73,481	$46,449	$44,691	$44,691	$44,691	-$1,758	-3.8%
Operations Supplies	$108,826	$153,519	$115,000	$115,000	$115,000	-$38,519	-25.1%
TOTAL SUPPLIES	**$182,307**	**$199,968**	**$159,691**	**$159,691**	**$159,691**	**-$40,277**	**-20.1%**
MISCELLANEOUS	**$0**	**$4,860**	**$6,379**	**$6,379**	**$6,379**	**$1,519**	**31.3%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$928,077**	**$277,848**	**$324,820**	**$324,820**	**$324,820**	**$46,972**	**16.9%**
TOTAL EXPENDITURES	**$7,899,181**	**$8,317,320**	**$8,225,768**	**$8,207,036**	**$8,213,799**	**-$103,521**	**-1.2%**

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PORTLAND PUBLIC SCHOOLS

Fiscal Year 2027 Department-Based Expenses

PORTLAND PUBLIC SCHOOLS

For the FY27 budget, we required detailed non-personnel budgets from each department – built from a zero-based budget where every dollar of non-personnel costs is justified and aligned to the strategic plan. We also reviewed staffing proposals to each department's current staffing levels and the priorities of the strategic plan. Shown are the descriptions of each department, their full-time-equivalent (FTE) staff, the initiatives of the strategic plan that they are responsible for, as well as their overall expenses:

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Central Department Summary

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$13,041,329	$17,431,464	$18,724,908	$18,411,322	$18,492,933	$1,061,467	6.1%
Temporary Salaries	$722,922	$917,237	$852,985	$850,663	$850,663	-$66,574	-7.3%
Total Salaries	**$13,764,251**	**$18,348,701**	**$19,577,893**	**$19,261,985**	**$19,343,596**	**$994,893**	**5.4%**
Total Benefits	**$4,634,093**	**$5,956,614**	**$6,691,520**	**$6,569,641**	**$6,652,342**	**$695,728**	**11.7%**
TOTAL SALARIES & BENEFITS	**$18,398,344**	**$24,305,315**	**$26,269,413**	**$25,831,626**	**$25,995,938**	**$1,690,621**	**7.0%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$1,019,145	$1,400,132	$1,594,144	$1,594,144	$1,594,144	$194,012	13.9%
SPED Contracted Services	$4,288,123	$4,025,000	$4,607,000	$4,547,000	$4,541,056	$516,058	12.8%
Ops & Comm Contracted Services	$3,564,677	$2,806,996	$3,061,067	$2,961,067	$2,961,067	$154,071	5.5%
Ins & Legal Contracted Services	$473,598	$640,034	$528,034	$528,034	$528,034	-$112,000	-17.5%
Facilities Contracted Services	$2,547,478	$2,887,810	$3,195,045	$3,195,045	$3,195,045	$307,235	10.6%
Transport Contracted Services	$523,001	$865,000	$825,000	$825,000	$825,000	-$40,000	-4.6%
TOTAL CONTRACTED SERVICES	**$12,416,022**	**$12,624,972**	**$13,810,290**	**$13,650,290**	**$13,644,346**	**$1,019,376**	**8.1%**
SUPPLIES							
Academic Supplies	$1,258,662	$1,061,426	$1,251,437	$1,251,437	$1,251,437	$190,011	17.9%
Operations Supplies	$2,935,641	$2,911,845	$3,051,440	$2,993,579	$3,045,496	$133,651	4.6%
SUPPLIES	**$4,194,303**	**$3,973,271**	**$4,302,877**	**$4,245,016**	**$4,296,933**	**$323,662**	**8.1%**
MISCELLANEOUS	**$2,208,097**	**$519,550**	**$133,050**	**$133,050**	**$133,050**	**-$386,499**	**-74.4%**
CAPITAL EQUIPMENT	**$311,873**	**$482,400**	**$344,000**	**$344,000**	**$344,000**	**-$138,400**	**-28.7%**
DEBT SERVICE	**$9,060,674**	**$9,664,247**	**$7,159,723**	**$6,967,584**	**$7,159,723**	**-$2,504,524**	**-25.9%**
TOTAL NON SALARY AND BENEFITS	**$28,190,969**	**$27,264,440**	**$25,749,940**	**$25,339,940**	**$25,578,052**	**-$1,686,385**	**-6.2%**
TOTAL EXPENDITURES	**$46,589,313**	**$51,569,755**	**$52,019,353**	**$51,171,566**	**$51,573,990**	**$4,236**	**0.0%**

Personnel Changes by Department for FY27

Position	FY27 FTE	Change
Communications		
TV 3 Manager	-0.5	Removed position
Data & Technology		
Enrollment Specialist	-1.0	Removed position
Enrollment, Secretary Lead FY	-0.2	Reduce to 0.8 FTE
Systems Engineer	-1.0	Removed position
Early Childhood		
Speech Pathologist	+4	Positions added to support assumption of Early Childhood Special Education for 4 Year Olds
Occupational Therapist	+1	Positions added to support assumption of Early Childhood Special Education for 4 Year Olds
Business Manager	+0.5	Positions added to support assumption of Early Childhood Special Education for 4 Year Olds
Services Coordinator	+1	Positions added to support assumption of Early Childhood Special Education for 4 Year Olds
Data & Enrollment Manager	+1	Positions added to support assumption of Early Childhood Special Education for 4 Year Olds
Elementary & Secondary Networks		
Black History Teacher	+0.5	One Year Only addition to support curriculum development
Food Service		
Cafe Worker	-2.7	This position added during mandated spend down that ends with FY26.
District Chef	-1.0	This position added during mandated spend down that ends with FY26.
Human Resources		
HR Analyst	-1.0	Removed position
Professional Learning and Development Manager	0	Repurposed HR Coordinator position to support staff learning and development
Civil Rights officer	+1	Addition of new position
Multilingual Center/Family Engagement & Community Partnerships		
Family & Community Specialist	-1	Removed position
Assistant Superintendent of Student, Family, and Community Engagement	+1.0	Addition of new position
Superintendent's Office		
Chief of Schools & Academics	+1	Addition of new position
Transportation		
Bus Driver	-1.5	Removed two 0.75 bus driver positions
Bus Assistant	+3.0	Added four 0.75 FTE positions to support special education out of district runs
Mini Bus Driver	+2.25	Added three 0.75 positions to support assumption of Early Childhood Special Education for 4 Year Olds

Bus Assistant	+2.25	Added three 0.75 positions to support assumption of Early Childhood Special Education for 4 Year Olds
Total		
Additional Full Time Equivalent	+11.0	
Reductions	-8.4	
Adjustment	+2.6	

Communications (Sarah Warren, Ph.D.)

The Communications Department manages district-wide messaging, public relations, and engagement with stakeholders. This office plays a key role in ensuring transparency, keeping families informed about school initiatives, and fostering strong community relationships.

Strategic Plan Initiatives:

- Refine and implement effective two-way communication strategies with families, students, and staff to increase engagement and trust.

	FY 26	FY 27
Full Time Equivalent Staff	2.3	1.8

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Communications

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$313,316	$298,480	$135,002	$134,629	$134,629	-$163,851	-54.9%
Temporary Salaries	$0	$1,461	$1,450	$1,446	$1,446	-$15	-1.0%
Total Salaries	**$313,316**	**$299,941**	**$136,452**	**$136,075**	**$136,075**	**-$163,866**	**-54.6%**
Total Benefits	**$65,300**	**$82,807**	**$30,200**	**$30,117**	**$30,299**	**-$52,508**	**-63.4%**
TOTAL SALARIES & BENEFITS	**$378,616**	**$382,748**	**$166,652**	**$166,192**	**$166,374**	**-$216,374**	**-56.5%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$30	$600	$300	$300	$300	-$300	-50.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$53,950	$61,732	$38,120	$38,120	$38,120	-$23,612	-38.2%
Ins & Legal Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Facilities Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$53,980**	**$62,332**	**$38,420**	**$38,420**	**$38,420**	**-$23,912**	**-38.4%**
SUPPLIES							
Academic Supplies	$3,169	$4,500	$500	$500	$500	-$4,000	-88.9%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$3,169**	**$4,500**	**$500**	**$500**	**$500**	**-$4,000**	**-88.9%**
MISCELLANEOUS	**$800**	**$1,250**	**$1,250**	**$1,250**	**$1,250**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$57,949**	**$68,082**	**$40,170**	**$40,170**	**$40,170**	**-$27,912**	**-41.0%**
TOTAL EXPENDITURES	**$436,565**	**$450,830**	**$206,822**	**$206,362**	**$206,544**	**-$244,286**	**-54.2%**

- Due to changes in organizational structure, 1 FTE previously under Communications was moved to the Multilingual Center. The TV3 0.5 FTE position was eliminated.
- Funds for the Foster Grandparents program were also moved to Multilingual resulting in a decrease to contracted services.

COMMUNICATIONS
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$35,120	ReachMyTeach TinyURL	$35,000 $120
Printing/Binding	$3,000	Strategic plan materials for Board/Council/Public	$3,000
Staff Travel	$300	Communications team travel	$300
General Supplies	$500	Communications team supplies	$500
Dues and Fees	$1,250	National/New England School Public Relations Association	$1,250

Data & Technology (Hayley Didriksen)

The Data & Technology Department ensures that PPS has the technological infrastructure, data systems, and digital tools needed to support learning and district operations. The department oversees cybersecurity and data privacy, maintains district hardware and software systems, manages student records, fulfills state and federal reporting requirements, and supports the digital learning platforms and assessment systems used to monitor student progress and district performance.

Strategic Plan Initiatives:

- Design and implement the data infrastructure necessary to build dashboards to monitor progress of the school system effectively.

	FY 26	FY 27
Full Time Equivalent Staff	19.3	17.1

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Data & Technology

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$1,150,671	$1,442,303	$1,612,869	$1,524,942	$1,608,635	$166,723	11.5%
Temporary Salaries	$11,647	$16,074	$29,911	$29,829	$29,829	$13,755	85.6%
Total Salaries	**$1,162,318**	**$1,458,377**	**$1,642,780**	**$1,554,771**	**$1,638,464**	**$180,478**	**12.3%**
Total Benefits	**$360,183**	**$306,799**	**$543,696**	**$508,858**	**$546,333**	**$239,534**	**78.1%**
TOTAL SALARIES & BENEFITS	**$1,522,501**	**$1,765,176**	**$2,186,476**	**$2,063,629**	**$2,184,797**	**$420,012**	**23.8%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$357,595	$429,306	$629,670	$629,670	$629,670	$200,364	46.7%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$241,669	$32,750	$73,100	$73,100	$73,100	$40,350	123.2%
Ins & Legal Contracted Services	$0	$57,000	$0	$0	$0	-$57,000	-100.0%
Facilities Contracted Services	$179,026	$188,168	$293,420	$293,420	$293,420	$105,252	55.9%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$778,290**	**$707,224**	**$996,190**	**$996,190**	**$996,190**	**$288,966**	**40.9%**
SUPPLIES							
Academic Supplies	$433,654	$58,900	$100,408	$100,408	$100,408	$41,508	70.5%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$433,654**	**$58,900**	**$100,408**	**$100,408**	**$100,408**	**$41,508**	**70.5%**
MISCELLANEOUS	**$120**	**$165**	**$165**	**$165**	**$165**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$90,091**	**$281,000**	**$174,000**	**$174,000**	**$174,000**	**-$107,000**	**-38.1%**
DEBT SERVICE	**$1,125**	**$1,125**	**$0**	**$0**	**$0**	**-$1,125**	**-100.0%**
NON SALARY AND BENEFITS	**$1,303,279**	**$1,048,414**	**$1,270,763**	**$1,270,763**	**$1,270,763**	**$222,349**	**21.2%**
TOTAL EXPENDITURES	**$2,825,781**	**$2,813,590**	**$3,457,239**	**$3,334,392**	**$3,455,560**	**$642,361**	**22.8%**

- Due to changes in organizational structure in FY26, regular and temporary salaries expenses related to multilingual student intake moved from Multilingual Center to Data & Technology.
- An Enrollment Specialist position was eliminated, but $30,000 added in contracted services to support seasonal increases in enrollments.
- Facilities contracted services costs increased due to moving Cisco Webex expenses from the Facilities budget to Data & Technology as well as due to changes in the E-Rate funding program.
- The Data & Technology team was able to reduce insurance costs by $57,000 for student Chromebook insurance.
- Central office staff computer costs were centralized under the Data & Technology budget rather than individual department budgets.

DATA & TECHNOLOGY
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased professional and Technical Services	$69,500	IT Contracted Services	$15,000
		E-Rate Consultant	$7,000
		TEC/Data Privacy Services	$5,000
		IC Resource Partners	$2,500
		ML Intake Assessment & Intake Services	$40,000
Employee Training and Development Services	$17,000	IT Team professional development (CompTIA	$8,000
		IC Training Portal, available to all IC users (YES Series)	$6,000
		Data & Enrollment Teams professional development	$3,000
Repair and maint svcs	$284,320	IT infrastructure improvements in PK-12 buildings	$135,000
		Cisco Webex/Spark: Direct phone services	$105,220
		Cisco Webex EMP monitoring	$33,100
		Cabling projects	$10,000
		Student laptop bag cleaning)	$1,000
Recycling services	$9,100	Give IT, Get IT - E-waste recycling service	$9,100
Phone	$3,600	Technician phone stipends	$3,600
Software/annual subscription	$600,670	EMP Network Monitoring	$108,090
		DeepSeas MDR	$29,250
		GoDaddy, PPS website domain	$2,000
		SentinalOne	$21,000
		JAMF	$41,000
		Securly web filter	$21,450
		Virtru	$10,727
		Adobe	$2,625
		Google Workspace (Drive, Gmail, Meets, Classtools)	$42,000
		Mimecast (email filter & DMARC analyzer)	$55,836
		Asana	$9,000
		VM-Ware	$16,500
		Ditto Casting	$25,000
		Nessus/Tenable vulnerability management	$8,400
		IT department password manager	$2,400
		Asset management software	$25,000
		Extreme IQ hardware subscription	$1,300
		Microsoft 365	$2,000
		Fortinet Subscription	$4,535
		SolarWinds HelpDesk	$25,000
		Infinite Campus	$38,000
		National Student Clearinghouse data	$1,875
		PowerSchool Analytics & Insights Dashboard	$54,752
		Qualtrics survey software	$3,100
		Naviance (CCR tool)	$16,000
		FinalSite hosting, newsletter, translations, mobile app	$26,750

		Zoom licenses for board mtgs	$6,080
		ML Intake WIDA Online Assessments - State Requirement	$1,000
Staff travel	$12,000	IT team mileage reimbursement	$11,000
		Travel reimbursement for IT/Data conferences	$1,000
General supplies	$2,500	Enrollment & Intake general office supplies	$1,500
		IT general office supplies	$500
		Data general office supplies	$500
Tech-related supplies	$97,908	Repair parts & supplies	$20,000
		Monitors & computer peripherals	$19,000
		Data center expense	$51,600
		Laptop bags	$7,308
Tech-related equip <$10k	$174,000	Staff device replacement inventory for 26-27SY (All HS,	$100,000
		Projector replacements	$15,000
		School STEM Lab upkeep (HS only)	$16,000
		RICOH Copier	$8,000
		Office phone replacements	$20,000
		Elementary student device replacements (Student devices for MS and HS covered by MLTI)	$15,000
Dues and fees	$165	Membership in Association of Computer Technology	$165

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Debt Service

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
DEBT SERVICE							
Principal	$6,513,894	$7,488,855	$5,062,733	$4,907,983	$5,062,733	-$2,426,122	-32.4%
Interest	$2,527,027	$2,156,618	$2,096,990	$2,059,601	$2,096,990	-$59,628	-2.8%
Bond Issuance	$0	$0	$0	$0	$0	$0	0.0%
TOTAL DEBT SERVICE	**$9,040,921**	**$9,645,473**	**$7,159,723**	**$6,967,584**	**$7,159,723**	**-$2,485,750**	**-25.8%**

Note: School-specific debt service is shown on school detail pages.

Early Childhood (Kathryn Soucy)

The Early Childhood Department expands early childhood education opportunities, ensuring that young learners are prepared for kindergarten. It oversees curriculum development, family outreach, and efforts to increase Public Pre-K programming. The department will assume responsibility (transitioning from CDS to PPS) for early childhood special education services for school aged four year olds in SY26/27 and all children aged 3-5 in SY27/28.

Strategic Plan Initiatives:

- Ensure we meet the commitment to universal readiness for kindergarten through partnership with community organizations.

	FY 26	FY 27
Full Time Equivalent Staff	5.5	13

Portland Public Schools
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Early Childhood General Education

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$85,588	$566,654	$395,259	$394,168	$394,168	-$78,549	-30.4%
Temporary Salaries	$26,721	$19,950	$0	$0	$0	-$19,950	-100.0%
Total Salaries	**$112,309**	**$586,604**	**$395,259**	**$394,168**	**$394,168**	**-$98,499**	**-32.8%**
Total Benefits	**$35,981**	**$139,146**	**$92,971**	**$92,711**	**$93,210**	**-$25,573**	**-33.0%**
TOTAL SALARIES & BENEFITS	**$148,290**	**$725,750**	**$488,230**	**$486,879**	**$487,378**	**-$124,072**	**-32.8%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$5,582	$10,495	$10,495	$10,495	$10,495	$0	0.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$105,750	$0	$105,000	$105,000	$105,000	$105,000	100.0%
Ins & Legal Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Facilities Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$111,332**	**$10,495**	**$115,495**	**$115,495**	**$115,495**	**$105,000**	**1000.5%**
SUPPLIES							
Academic Supplies	$21,001	$31,500	$31,500	$31,500	$31,500	$0	0.0%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$21,001**	**$31,500**	**$31,500**	**$31,500**	**$31,500**	**$0**	**0.0%**
MISCELLANEOUS	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$132,333**	**$41,995**	**$146,995**	**$146,995**	**$146,995**	**$105,000**	**250.0%**
TOTAL EXPENDITURES	**$280,623**	**$767,745**	**$635,225**	**$633,874**	**$634,373**	**-$19,072**	**-17.4%**

- The cost of the Partner site MOU was missed in the FY26 Budget; the cost remains flat YoY at $105,000.

EARLY CHILDHOOD GENERAL EDUCATION
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$105,000	Partner Site MOU	$105,000
Employee Training and Development Services	$2,500	Employee training	$2,500
Software/annual subscription	$6,795	Curriculum subscriptions	$6,795
Staff Travel	$1,200	Teacher/staff travel between schools	$1,200
General Supplies	$9,000	$500 per classroom	$9,000
Instructional Supplies	$16,200	$900 per classroom	$16,200
Books/Periodicals	$6,300	Books for Pre-K classrooms	$6,300

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Early Childhood Special Education

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$0	$0	$1,469,466	$1,469,466	$1,277,874	$1,277,874	100.0%
Temporary Salaries	$0	$0	$0	$0	$0	$0	0.0%
Total Salaries	**$0**	**$0**	**$1,469,466**	**$1,469,466**	**$1,277,874**	**$1,277,874**	**100.0%**
Total Benefits	**$0**	**$0**	**$349,148**	**$349,148**	**$304,364**	**$304,364**	**100.0%**
TOTAL SALARIES & BENEFITS	**$0**	**$0**	**$1,818,614**	**$1,818,614**	**$1,582,238**	**$1,582,238**	**100.0%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$0	$0	$19,080	$19,080	$19,080	$19,080	100.0%
SPED Contracted Services	$0	$0	$50,000	$50,000	$50,000	$50,000	100.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ins & Legal Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Facilities Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$0**	**$0**	**$69,080**	**$69,080**	**$69,080**	**$69,080**	**100.0%**
SUPPLIES							
Academic Supplies	$0	$0	$72,900	$72,900	$72,900	$72,900	100.0%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$0**	**$0**	**$72,900**	**$72,900**	**$72,900**	**$72,900**	**100.0%**
MISCELLANEOUS	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$0**	**$0**	**$141,980**	**$141,980**	**$141,980**	**$141,980**	**100.0%**
TOTAL EXPENDITURES	**$0**	**$0**	**$1,960,594**	**$1,960,594**	**$1,724,218**	**$1,724,218**	**100.0%**

- PPS is assuming ownership of Early Childhood Special Education services for 4 year olds as per the State mandate. These expenses are offset by increased revenues from the State.

EARLY CHILDHOOD SPECIAL EDUCATION
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$50,000	Contracted Services per IEP needs (Psych, BCBA, PT, etc.) as well as interpreting	$50,000
Staff Travel	$15,000	Travel for Itinerant Teachers, Related Service Providers,	$15,000
General Supplies	$76,980	Assessments	$4,080
		Computers for new staff $700 per staff (+ $200 for staff	$34,400
		Transportation equipment (harnesses)	$10,000
		Assistive technology (TBD by student IEPs)	$7,000
		AEPS-3	$6,000
		Diapers and wipes	$5,500
		Curriculum Materials	$10,000

Elementary and Secondary Networks (Angela Atkinson Duina, Ed.D.; Abdullahi Ahmed, Ed.D.)

The Elementary and Secondary Networks department oversees the instructional programs and leads K-12 education in PPS. This includes implementing high-quality instructional materials, supporting teacher and leader development, and strengthening learning environments to promote academic excellence.

Strategic Plan Initiatives:

- K-12: Support the use of high-quality instructional materials that provide students with consistent access to grade-level tasks and foster high levels of cognitive engagement.
- Continue and strengthen the HS Redesign Process, re-envisioning the high school experience, including stronger academic, career, and technical education experiences to better prepare students for college and career.
- Develop the capacity of schools to provide more effective instruction to multilingual learners to develop English proficiency and by integrating English language development strategies into the teaching of core content.
- Design and implement a plan to increase students' access to enrichment subjects (e.g., arts, computer science, world languages) to engage students and better prepare for their futures.
- Increase the capacity of schools to create and implement whole-school systems, SEL curriculum, and relationships that promote a joyful, supportive, and safe school culture.
- Design and implement student leadership opportunities to amplify student voices so that they are heard and incorporated into system/school decisions.

	FY 26	FY 27
Full Time Equivalent Staff	16	16.5

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Elementary and Secondary Networks

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$1,663,857	$1,751,915	$1,393,623	$1,251,679	$1,441,189	-$310,726	-17.7%
Temporary Salaries	$74,791	$106,723	$59,678	$59,514	$59,514	-$47,209	-44.2%
Total Salaries	**$1,738,648**	**$1,858,638**	**$1,453,301**	**$1,311,193**	**$1,500,703**	**-$357,935**	**-19.3%**
Total Benefits	**$477,373**	**$439,085**	**$411,372**	**$357,943**	**$415,949**	**-$23,136**	**-5.3%**
TOTAL SALARIES & BENEFITS	**$2,216,021**	**$2,297,723**	**$1,864,673**	**$1,669,136**	**$1,916,652**	**-$381,071**	**-16.6%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$349,199	$579,118	$527,279	$527,279	$527,279	-$51,839	-9.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$448,130	$522,570	$379,240	$379,240	$379,240	-$143,330	-27.4%
Ins & Legal Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Facilities Contracted Services	$10,014	$0	$4,500	$4,500	$4,500	$4,500	100.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$807,343**	**$1,101,688**	**$911,019**	**$911,019**	**$911,019**	**-$190,669**	**-17.3%**
SUPPLIES							
Academic Supplies	$471,107	$482,664	$689,417	$689,417	$689,417	$206,753	42.8%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$471,107**	**$482,664**	**$689,417**	**$689,417**	**$689,417**	**$206,753**	**42.8%**
MISCELLANEOUS	**$36,259**	**$58,750**	**$68,700**	**$68,700**	**$68,700**	**$9,950**	**16.9%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$1,314,709**	**$1,643,102**	**$1,669,136**	**$1,669,136**	**$1,669,136**	**$26,034**	**1.6%**
TOTAL EXPENDITURES	**$3,530,730**	**$3,940,825**	**$3,533,809**	**$3,338,272**	**$3,585,788**	**-$355,037**	**-9.0%**

- Temporary salaries and teacher additional pay were reduced to offset increased costs in other areas.
- Contracted services were reduced to offset the needed increase in supplies which is primarily driven by the new math curriculum.
- $75K was budgeted for staff leadership and development.
- The Director of Elementary ESOL and Director of Secondary ESOL are counted as FTE in the Elementary and Secondary Networks Department. For FY27, their salary and benefits have been shifted to the Multilingual Department page in accordance with State reporting requirements.
- In FY26, two vacant Director of Special Education positions were counted in the Elementary and Secondary Networks Department budget. Those two positions are now filled and are reflected in the Special Education and Student Support budget.

ELEMENTARY AND SECONDARY NETWORKS
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$379,240	**Elementary:**	
		Leadership development	$37,500
		LW MOU	$90,000
		Out of school time funds for 21st CCLC grant Rowe/Talbot	$45,000
		EL Model PRES	$25,500
		Wabanaki Studies Advisors	$7,000
		Wabanaki/BH Walkthroughs	$2,000
		Audubon	$7,500
		Field work supplies	$540
		Wabanaki Field Work Contracted Services	$16,700
		Secondary:	
		Leadership development	$37,500
		EL Model contracts King and Casco	$51,000
		JMG	$54,000
		Professional services for Peaks and testing	$5,000
Employee Training and Development Services	$35,849	**Elementary:**	
		Math Assessment Training	$4,050
		ESOL PD for 660 Endorsement	$10,000
		PurposeFULL Character Strong Curriculum Training	$2,499
		Boost PD for Instructional coaches	$1,050
		Secondary:	
		SEL PBIS State Conference	$1,000
		PBIS Regional Conference for Director	$250
		HS Math PD	$7,000
		ESOL PD for 660 Endorsement	$10,000
Software / Annual Subscription	$505,214	**Elementary:**	
		ELLevation	$67,000
		DMG Scheduling	$16,200
		Navigate 360	$13,000
		Boost Reading	$32,843
		IMSE Lab for Reading Specialists	$1,500
		IM Student licenses	$58,385
		mClass licenses	$26,100
		Science licenses	$4,655
		Pebble Go and Typing	$16,961
		Math assessment licenses	$21,544
		PuposeFULL People	$30,385
		Secondary:	
		SEL SWIS for Elementary/Secondary	$7,925
		SEL Curric	$33,000
		HS Math RTI Systems	$45,000

		Lexia Power Up	$34,650
		Gizmos	$5,670
		Portland Press Herald	$3,000
		Follett/Destiny	$26,004
		MagicSchool AI	$13,200
		Culturegrams	$2,960
		NY Time	$2,321
		WeVideo	$1,700
		Swank	$9,800
		Britannica	$4,042
		Overdrive/Sora	$6,000
		Classify	$12,472
		Cognia	$8,897
Staff Travel	$6,216	**Elementary:**	
		Mobile MakerSpace Ferry	$100
		PBIS Cohort Schools	$616
		Travel for Spanish Immersion Metro Pass	$500
		Secondary:	
		Music/Art Teacher reimbursements	$5,000
General Supplies	$41,800	**Elementary:**	
		Elementary Network incidentals including food for PD	$3,850
		General Supplies for SS	$1,000
		Elementary supplies for supplemental instruction	$15,000
		Secondary:	
		Secondary Network incidentals	$2,650
		Food and PD Materials for K-12 PD	$4,300
		Secondary supplies for supplemental instruction	$15,000
Books/Periodicals	$647,617	**Elementary:**	
		CKLA workbooks	$53,411
		EL ELA workbooks and texts	$153,962
		IM workbooks	$95,314
		Number Corner	$1,310
		Special Ed math resources	$41,000
		Science workbooks	$2,127
		Geography/SS Books	$3,000
		Secondary:	
		HS Math	$118,218
		EL ELA for 6-8	$89,424
		EL ELA Texts	$12,000
		MS Math Curric	$77,851
Dues and Fees	$68,700	**Elementary:**	
		Dues/Fees for Spanish Immersion Visas	$12,000
		MSSA Elementary	$1,000
		IB dues & fees	$9,350
		Secondary:	
		MSS Secondary	$1,000
		AP Exam fees	$6,000
		MCLA membership	$250
		PSAT/SAT	$30,600

		Seal of Biliteracy exam fees	$2,500
		Student music event fees	$6,000
Rentals	$4,500	Elementary: ACCESS Retreat	$2,500
		Secondary: Rental space for meetings/PD	$2,000

Facilities (Tammara Sweeney)

The Facilities Department ensures that all school buildings and grounds are maintained to provide a safe, clean, and productive learning environment. It oversees construction projects, maintenance planning, and sustainability initiatives.

Strategic Plan Initiatives:

- This department supports students and staff across the District but has no specific initiative in the Strategic Plan.

	FY 26	FY 27
Full Time Equivalent Staff	14	14

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Facilities

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$749,236	$902,114	$944,355	$941,749	$941,749	$39,635	4.4%
Temporary Salaries	$12,549	$4,399	$4,366	$4,354	$4,354	-$45	-1.0%
Total Salaries	**$761,785**	**$906,513**	**$948,721**	**$946,103**	**$946,103**	**$39,590**	**4.4%**
Total Benefits	**$243,700**	**$344,751**	**$308,688**	**$307,836**	**$310,635**	**-$34,116**	**-9.9%**
TOTAL SALARIES & BENEFITS	**$1,005,485**	**$1,251,264**	**$1,257,409**	**$1,253,939**	**$1,256,738**	**$5,474**	**0.4%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$14,117	$23,000	$33,000	$33,000	$33,000	$10,000	43.5%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$520,900	$430,500	$473,300	$473,300	$473,300	$42,800	9.9%
Ins & Legal Contracted Services	$41,959	$35,542	$35,542	$35,542	$35,542	$0	0.0%
Facilities Contracted Services	$2,013,152	$2,319,067	$2,569,050	$2,569,050	$2,569,050	$249,983	10.8%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$2,590,128**	**$2,808,109**	**$3,110,892**	**$3,110,892**	**$3,110,892**	**$302,783**	**10.8%**
SUPPLIES							
Academic Supplies	$177,583	$170,000	$155,000	$155,000	$155,000	-$15,000	-8.8%
Operations Supplies	$173,011	$99,500	$138,500	$80,639	$138,500	$39,000	39.2%
TOTAL SUPPLIES	**$350,593**	**$269,500**	**$293,500**	**$235,639**	**$293,500**	**$24,000**	**8.9%**
MISCELLANEOUS	**$1,600**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$91,694**	**$110,000**	**$80,000**	**$80,000**	**$80,000**	**-$30,000**	**-27.3%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$3,034,015**	**$3,187,609**	**$3,484,392**	**$3,426,531**	**$3,484,392**	**$296,783**	**9.3%**
TOTAL EXPENDITURES	**$4,039,500**	**$4,438,873**	**$4,741,801**	**$4,680,470**	**$4,741,130**	**$302,257**	**6.8%**

- Contracted Services increase is primarily due to a one-time expense of $350,000 for a facilities assessment study.
- Facilities will purchase fewer replacements to large equipment.

FACILITIES
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$368,300	Interpreter support	$5,000
		Door preventive maintenance	$15,000
		Gym equipment inspections	$30,000
		AHERA training and inspections	$35,000
		Indoor air quality	$50,000
		Fire sprinkler inspections	$10,000
		Burglary monitoring	$8,000
		Fire alarm monitoring	$16,000
		Fire alarm system inspections and pump testing	$55,000
		Kitchen hood inspections and cleaning	$12,000
		Elevator certifications	$3,300
		Staffing company	$55,000
		CHO annual audit	$9,000
		Minuteman security camera agreement	$55,000
		Fire extinguisher inspection	$10,000
Employee Training and Development Services	$1,000	Supervisors training (online)	$1,000
Alarms	$5,100	Intrusion alarms	$5,100
Architect/Engineer	$360,000	Facilities building assessments	$350,000
		Architect/engineer	$10,000
Water	$1,600	Central Office	$1,600
Sewer	$3,500	Central Office	$3,500
Phone	$105,000	Cell phones for head custodians/supervisors	$15,000
		Consolidated communications and carousel phone lines	$90,000
Software / Annual Subscription	$26,000	Work order management system and building use	$21,000
		Vape sensor licenses	$5,000
Repair and Maintenance	$605,000	Electrical	$200,000
		Plumbing	$175,000
		Alarm system repairs	$15,000
		Security system repairs	$20,000
		Elevator service contract	$28,000
		Roof repairs	$45,000
		Masonry repairs	$20,000
		Refinish gym floors	$22,000
		Flooring replacements	$30,000
		Door repairs	$10,000
		Window shades	$40,000
HVAC Maintenance	$865,000	Preventative maintenance	$350,000
		Water treatment	$50,000
		BMS	$25,000
		Repair and maintenance	$392,000
		Air emissions licenses	$8,000
		PHS and Deering ventilation	$40,000
Grounds Maintenance	$530,000	Snow removal	$200,000
		Landscaping Peaks Island	$3,000
		City operations maintenance	$100,000
		Landscaping	$227,000
Staff Travel	$6,000	Mileage for floaters	$6,000

Asbestos/Mold Abatement	$20,000	Asbestos and mold abatement services	$20,000
Vehicle and Equipment	$20,000	Repair and maintenance of facility vehicles and equipment	$20,000
Recycling Services	$130,000	City chargeback for recycling	$130,000
Hazardous Waste Disposal	$4,000	Disposal of hazardous waste	$4,000
Pest Management Services	$23,850	Pest management for the district	$23,850
Insurance - General Liability	$35,542		$35,542
General Supplies	$155,000	Maintenance parts	$155,000
Custodial Supplies	$3,500	Central Office	$3,500
Natural Gas	$70,000	Central Office	$70,000
Electricity	$65,000	Central Office	$65,000
Equipment (over $10K)	$30,000	Chariot ride on scrubber	$17,000
		Robotic vacuum	$13,000
Equipment (Under $10K)	$50,000	Snow blowers	$20,000
		Vacuums	$10,000
		Scrubbers	$20,000
Rentals	$1,000	Storage containers	$1,000

Finance (Lesa Beck)

The Finance Department oversees the district's financial planning, budgeting, and resource allocation. It ensures that funds are managed responsibly and equitably to support the district's strategic priorities and student success.

Strategic Plan Initiatives:

- Design and implement a sustainable multi-year financial model that enables PPS to successfully implement the strategic plan and equitably allocate resources across the district.

	FY 26	FY 27
Full Time Equivalent Staff	10	10

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Finance

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$629,668	$958,596	$878,909	$876,484	$876,484	-$81,722	-8.6%
Temporary Salaries	$10,500	$4,695	$4,660	$4,647	$4,647	-$48	-1.0%
Total Salaries	**$640,168**	**$963,291**	**$883,569**	**$881,131**	**$881,131**	**-$81,770**	**-8.5%**
Total Benefits	**$169,581**	**$254,816**	**$278,032**	**$277,264**	**$279,524**	**$24,708**	**9.7%**
TOTAL SALARIES & BENEFITS	**$809,749**	**$1,218,107**	**$1,161,601**	**$1,158,395**	**$1,160,655**	**-$57,062**	**-4.7%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$12,833	$5,000	$2,500	$2,500	$2,500	-$2,500	-50.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$1,117,433	$937,000	$1,220,680	$1,120,680	$1,120,680	$183,680	19.6%
Ins & Legal Contracted Services	$792	$6,361	$6,361	$6,361	$6,361	$0	0.0%
Facilities Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$1,131,058**	**$948,361**	**$1,229,541**	**$1,129,541**	**$1,129,541**	**$181,180**	**19.1%**
SUPPLIES							
Academic Supplies	$2,920	$15,000	$11,000	$11,000	$11,000	-$4,000	-26.7%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$2,920**	**$15,000**	**$11,000**	**$11,000**	**$11,000**	**-$4,000**	**-26.7%**
MISCELLANEOUS	**$410,638**	**$100,000**	**$8,000**	**$8,000**	**$8,000**	**-$92,000**	**-92.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$1,544,617**	**$1,063,361**	**$1,248,541**	**$1,148,541**	**$1,148,541**	**$85,180**	**8.0%**
TOTAL EXPENDITURES	**$2,354,366**	**$2,281,468**	**$2,410,142**	**$2,306,936**	**$2,309,196**	**$28,118**	**1.2%**

- Contracted Services increase is due to $600,000 budgeted for continued MainePERS reconciliation, a 4% contractual increase in ADP payroll services, and budgeting for compliance related changes within our payroll system. Where possible these increases were offset with reductions in supplies and fees.

FINANCE
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$963,680	Berry Dunn MPERS contract ADP Payroll Management Financial audit services	$500,000 $363,680 $100,000
Employee Training and Development Services	$2,000	Training and conference registration fees for Finance team members	$2,000
Software/annual subscription	$125,000	Munis Financial System Quickbooks	$120,000 $5,000
Insurance - General Liability	$6,361		$6,361
Postage	$20,000	Central Office postage	$20,000
Photocopying	$15,000		$15,000
Printing/Binding	$2,000		$2,000
Staff Travel	$500	Mileage reimbursement	$500
General Supplies	$4,000	Office supplies	$4,000
Tech Related Supplies	$2,000	Computer peripherals	$2,000
Dues and Fees	$8,000	Professional association dues Fees related to purchasing, tax filings and reportings	$3,025 $4,975

Food Service (Tyler Guerin)

The Food Service Department ensures that all students have access to nutritious and well-balanced meals that support their health and academic performance. The department manages school meal programs, oversees food safety and compliance, and works to expand access to quality meals for all students.

Strategic Plan Initiatives:

- This department supports students and staff across the District but has no specific initiative in the Strategic Plan.

	FY 26	FY 27
Full Time Equivalent Staff	41.9	38.2

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Food Service

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$1,663,044	$1,974,977	$1,776,304	$1,776,304	$1,776,304	-$201,018	-10.1%
Temporary Salaries	$77,396	$9,622	$11,774	$11,774	$11,774	$2,152	22.4%
Total Salaries	**$1,740,440**	**$1,984,599**	**$1,788,078**	**$1,788,078**	**$1,788,078**	**-$198,866**	**-9.9%**
Total Benefits	**$560,063**	**$813,797**	**$678,249**	**$678,249**	**$684,193**	**-$129,604**	**-15.9%**
TOTAL SALARIES & BENEFITS	**$2,300,502**	**$2,798,396**	**$2,466,327**	**$2,466,327**	**$2,472,271**	**-$328,470**	**-11.7%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$28,270	$43,000	$41,000	$41,000	$41,000	-$2,000	-4.7%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$56,469	$10,120	$16,370	$16,370	$16,370	$6,250	61.8%
Ins & Legal Contracted Services	$7,285	$6,663	$6,663	$6,663	$6,663	$0	0.0%
Facilities Contracted Services	$89,988	$153,750	$74,750	$74,750	$74,750	-$79,000	-51.4%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$182,012**	**$213,533**	**$138,783**	**$138,783**	**$138,783**	**-$74,750**	**-35.0%**
SUPPLIES							
Academic Supplies	$29,674	$17,700	$15,500	$15,500	$15,500	-$2,200	-12.4%
Operations Supplies	$2,567,294	$2,552,820	$2,657,415	$2,657,415	$2,651,471	$98,651	3.9%
TOTAL SUPPLIES	**$2,596,968**	**$2,570,520**	**$2,672,915**	**$2,672,915**	**$2,666,971**	**$96,451**	**3.8%**
MISCELLANEOUS	**$2,528**	**$2,000**	**$3,000**	**$3,000**	**$3,000**	**$1,000**	**50.0%**
CAPITAL EQUIPMENT	**$130,088**	**$90,000**	**$90,000**	**$90,000**	**$90,000**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$2,911,595**	**$2,876,053**	**$2,904,698**	**$2,904,698**	**$2,898,754**	**$22,701**	**0.8%**
TOTAL EXPENDITURES	**$5,212,098**	**$5,674,449**	**$5,371,025**	**$5,371,025**	**$5,371,025**	**-$305,769**	**-5.3%**

- The operational supply increase is driven by rising food costs.
- Food Service had a mandated fund balance spend down for FY26 which will not continue into FY27, resulting in decreases in non-food supplies, equipment, and maintenance expenditure and a reduction in positions added on a temporary basis.

FOOD SERVICE
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$6,000	For Serve Safe that is required by the Health Department	$6,000
Employee Training and Development Services	$4,000	Director & admin trainings, State & National Employee trainings, State & National	$2,000 $2,000
Water	$1,250		$1,250
Sewer	$3,000		$3,000
Repair and Maintenance Services	$50,000	Aging of most equipment requires constant balance of repairs and purchases. Catch up on deferred maintenance	$50,000
Vehicle & Equipment Repair	$14,000		$14,000
Waste Disposal Services	$6,500		$6,500
Other Purchased Services	$1,600	Meal ferry charges	$1,600
Insurance - General Liability	$6,663		$6,663
Phone	$1,800		$1,800
Internet Connectivity	$2,750		$2,750
Software / Annual Subscription	$28,000	Nutritional software	$28,000
Advertising	$500	RFP/Bid Advertising	$500
Printing/Binding	$2,000	Signage	$2,000
Photocopying	$1,720		$1,720
Staff Travel	$9,000	Admin staff mileage to schools and State & National trainings and conferences Lunch program staff travel per IRS reimbursement rules	$1,500 $7,500
General Supplies	$12,000	Office supplies and reusable lunch trays	$12,000
Natural Gas	$22,000		$22,000
Electricity	$68,000		$68,000
Gasoline	$5,000	Fuel for food service delivery trucks	$5,000
Food	$2,338,680	Increase year over year for inflation	$2,338,680
Non-Food Supplies	$217,791	Increase year over year for inflation	$217,791
Tech-Related supplies	$3,500	To pilot new programs throughout the district to improve access points for students	$3,500
Equipment (over $10k)	$50,000	Upgrade of decade old equipment as identified in inventory of all large equipment in schools. FY27 upgrades to include both sets of ovens at Moore Middle School and Lincoln Middle School, replace Talbot's 3-door cooler	$50,000
Equipment <$10k	$40,000	Melamine tray replacement expense is costly due to breakage and loss. Researching outside sourcing to transition to long-term solution to more economical and ecofriendly stainless steel trays.	$40,000
Dues and Fees	$3,000	State licenses	$3,000

Human Resources (Jennifer Slabbinck)

The Human Resources Department leads efforts in recruitment, retention, staff development, and workforce diversity. HR oversees employee relations, employee benefits, equity and belonging, and ensures that the District's hiring practices reflect our commitment to inclusion. The department continuously develops and refines internal systems and organizational structures to mitigate risk, maintain compliance, and optimize operational efficiency.

Strategic Plan Initiatives:

- Develop and implement a plan to advance staff mindsets and cultural humility in support of equitable outcomes and experiences for our students and families.
- Refine and implement a shared vision for a strong and inclusive staff culture where staff are valued, affirmed, effective, and supported.
- Refine and implement recruitment, selection, and support systems to enhance the quality and demographic diversity of staff.
- Strengthen onboarding for staff to increase effectiveness of new hires.
- Strengthen practice of all staff, teachers, and leaders through improved systems to provide all staff with regular feedback, coaching, professional development, and evaluation aligned to PPS's instructional, cultural, and operational vision.

	FY 26	FY 27
Full Time Equivalent Staff	10	10*

* Civil Rights Officer salary and benefits included on School Board budget page

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Human Resources

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$864,500	$925,044	$899,376	$896,894	$896,894	-$27,759	-3.0%
Temporary Salaries	$141,111	$168,400	$193,682	$193,147	$193,147	$24,747	14.7%
Total Salaries	**$1,005,611**	**$1,093,444**	**$1,093,058**	**$1,090,041**	**$1,090,041**	**-$3,012**	**-0.3%**
Total Benefits	**$944,590**	**$776,294**	**$1,058,505**	**$1,055,582**	**$1,058,320**	**$282,026**	**36.3%**
TOTAL SALARIES & BENEFITS	**$1,950,201**	**$1,869,738**	**$2,151,563**	**$2,145,623**	**$2,148,361**	**$279,014**	**14.9%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$116,445	$129,676	$132,000	$132,000	$132,000	$2,324	1.8%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$49,292	$47,000	$127,000	$127,000	$127,000	$80,000	170.2%
Ins & Legal Contracted Services	$62,023	$100,000	$100,000	$100,000	$100,000	$0	0.0%
Facilities Contracted Services	$0	$500	$500	$500	$500	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$227,760**	**$277,176**	**$359,500**	**$359,500**	**$359,500**	**$82,324**	**29.7%**
SUPPLIES							
Academic Supplies	$11,741	$19,000	$19,000	$19,000	$19,000	$0	0.0%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$11,741**	**$19,000**	**$19,000**	**$19,000**	**$19,000**	**$0**	**0.0%**
MISCELLANEOUS	**$42,480**	**$20,000**	**$20,000**	**$20,000**	**$20,000**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$281,980**	**$316,176**	**$398,500**	**$398,500**	**$398,500**	**$82,324**	**26.0%**
TOTAL EXPENDITURES	**$2,232,181**	**$2,185,914**	**$2,550,063**	**$2,544,123**	**$2,546,861**	**$361,338**	**16.5%**

- Contracted Services increase driven by $80K budgeted for the equity audit.
- Benefits increase is larger than for other departments because the district wide unemployment expense is captured in addition to the benefits for the HR staff.

HUMAN RESOURCES
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$86,000	Interpretation services to support employees as needed	$6,000
		Equity audit	$80,000
Workers Comp	$550,000	Workers Compensation costs	$550,000
Other Employee Benefits	$15,600	Retiree Life Insurance	$15,600
Other Professional Services	$11,000	Physicals and Drug Testing	$6,000
		Ergonomic Assessments	$5,000
Employee Training and Development Services	$10,000	New staff orientation materials and supplies	$5,000
		Onboarding training and materials	$3,000
		Mandated training materials	$2,000
Legal Services	$100,000	Legal services related to negotiations and compliance	$100,000
Software/Annual Subscription	$118,000	Vector	$40,000
		Frontline	$75,000
		Compliance training	$3,000
Repair and Maintenance Services	$500	HR Badge Machine	$500
Advertising	$25,000	Indeed	$22,000
		School Spring	$3,000
Printing/Binding	$5,000	Recruitment and promotional materials	$3,000
		Longevity and staff recognition materials	$2,000
Staff Travel	$4,000	Inclusion Maine	$2,000
		Job fair travel	$1,000
		PFML training	$1,000
General Supplies	$19,000	Employee appreciation, retirement, and staff recognition	$14,000
		Department supplies	$5,000
Dues and Fees	$20,000	Management & renewal fees for Mission Square Retirement	$16,000
		Membership and dues costs for HR staff	$4,000

Multilingual Center/Family Engagement & Community Partnerships (Grace Valenzuela, Ph.D.)

This department strengthens the connection between students, families, schools, and the broader community to ensure every child has equitable access to opportunity and support. We provide programs and support to empower families with the tools and partnerships they need to enhance their children's academic achievement, belonging, and socio-emotional well-being.
Through our Multilingual and Multicultural Center, we provide language access, cultural navigation, and direct support to multilingual learners and immigrant families. Our family engagement and community partnership initiatives build meaningful relationships with caregivers, amplify family voice, and connect schools with local organizations and resources. We coordinate volunteer management efforts that bring community members into our schools as partners in student success. In addition, we support students and families experiencing homelessness by helping them navigate educational rights, access basic needs and housing resources, and maintain school stability.

Strategic Plan Initiatives:

- This department supports students and staff across the District but has no specific initiative in the Strategic Plan.

	FY 26	FY 27
Full Time Equivalent Staff	17.3	17.3

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Multilingual

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$1,463,928	$1,458,993	$1,529,918	$1,476,401	$1,476,401	$17,799	1.2%
Temporary Salaries	$67,672	$101,558	$47,621	$47,489	$47,489	-$54,069	-53.2%
Total Salaries	**$1,531,600**	**$1,560,551**	**$1,577,539**	**$1,523,890**	**$1,523,890**	**-$36,270**	**-2.3%**
Total Benefits	**$529,037**	**$483,456**	**$566,442**	**$544,268**	**$549,075**	**$65,619**	**13.6%**
TOTAL SALARIES & BENEFITS	**$2,060,637**	**$2,044,007**	**$2,143,981**	**$2,068,158**	**$2,072,965**	**$29,349**	**1.4%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$27,130	$7,467	$12,600	$12,600	$12,600	$5,133	68.7%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$97,599	$156,967	$97,100	$97,100	$97,100	-$59,867	-38.1%
Ins & Legal Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Facilities Contracted Services	$23,279	$0	$1,500	$1,500	$1,500	$1,500	100.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$148,008**	**$164,434**	**$111,200**	**$111,200**	**$111,200**	**-$53,234**	**-32.4%**
SUPPLIES							
Academic Supplies	$23,937	$21,950	$15,500	$15,500	$15,500	-$6,450	-29.4%
Operations Supplies	$0	$4,000	$0	$0	$0	-$4,000	-100.0%
TOTAL SUPPLIES	**$23,937**	**$25,950**	**$15,500**	**$15,500**	**$15,500**	**-$10,450**	**-40.3%**
MISCELLANEOUS	**$3,842**	**$259,493**	**$1,000**	**$1,000**	**$1,000**	**-$258,492**	**-99.6%**
CAPITAL EQUIPMENT	**$0**	**$1,400**	**$0**	**$0**	**$0**	**-$1,400**	**-100.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$175,787**	**$451,277**	**$127,700**	**$127,700**	**$127,700**	**-$323,576**	**-71.7%**
TOTAL EXPENDITURES	**$2,236,424**	**$2,495,284**	**$2,271,681**	**$2,195,858**	**$2,200,665**	**-$294,227**	**-11.8%**

- Due to changes in organizational structure in FY26, regular and temporary salaries expenses and contracted services related to multilingual student intake and central registrar moved from Multilingual Center to Data & Technology and 1 FTE moved from Communications to Multilingual.
- The $30K budget for the Foster Grandparents program was moved from Communications to Multilingual.

MULTILINGUAL
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$85,000	Contract for language interpretation services Contract for Foster Grandparents Program	$55,000 $30,000
Employee Training and Development Services	$5,100	Professional certificate courses	$5,100
Phone	$7,800	Essential phone stipends for Family & Community	$7,800
Photocopying	$1,300		$1,300
Printing/Binding	$3,000	Invitations, posters, staff business cards, and flyers	$3,000
Staff Travel	$7,500	Mileage reimbursement	$7,500
General Supplies	$15,000	Office supplies	$15,000
Books/Periodicals	$500		$500
Dues and Fees	$1,000	Membership to professional organization	$1,000
Rentals	$1,500	Staff Retreat, Family and Community Engagement Sessions	$1,500

School Board (Sarah Lentz, Board Chair)

The School Board provides governance and oversight for Portland Public Schools. It is responsible for setting district policies, approving the budget, and ensuring that the district remains aligned with its mission and strategic priorities. The Board works collaboratively with the Superintendent and district leaders to make decisions that support student success.

Strategic Plan Initiatives:

- The Board is responsible for the overall success of the strategic plan

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School Board

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$0	$0	$145,540	$145,138	$145,138	$145,138	100.0%
Temporary Salaries	$65,761	$68,599	$87,544	$87,302	$87,302	$18,703	27.3%
Total Salaries	**$65,761**	**$68,599**	**$233,084**	**$232,440**	**$232,440**	**$163,841**	**238.8%**
Total Benefits	**$29,841**	**$6,603**	**$75,389**	**$75,180**	**$75,857**	**$69,254**	**1048.8%**
TOTAL SALARIES & BENEFITS	**$95,602**	**$75,202**	**$308,473**	**$307,620**	**$308,297**	**$233,095**	**310.0%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$9,802	$10,800	$10,800	$10,800	$10,800	$0	0.0%
Ins & Legal Contracted Services	$114,097	$162,349	$162,349	$162,349	$162,349	$0	0.0%
Facilities Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$123,899**	**$173,149**	**$173,149**	**$173,149**	**$173,149**	**$0**	**0.0%**
SUPPLIES							
Academic Supplies	$6,217	$5,000	$7,000	$7,000	$7,000	$2,000	40.0%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$6,217**	**$5,000**	**$7,000**	**$7,000**	**$7,000**	**$2,000**	**40.0%**
MISCELLANEOUS	**$21,856**	**$20,000**	**$18,450**	**$18,450**	**$18,450**	**-$1,550**	**-7.8%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$151,973**	**$198,149**	**$198,599**	**$198,599**	**$198,599**	**$450**	**0.2%**
TOTAL EXPENDITURES	**$247,575**	**$273,351**	**$507,072**	**$506,219**	**$506,896**	**$233,545**	**85.4%**

- Salaries and benefits increase is driven by the new Civil Rights Officer position who will report to the Board
- $2,000 in audio visual supplies were moved from Communications to the School Board as they relate to Board meetings.

SCHOOL BOARD
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$10,000	Facilitation support and external training as Needed	$10,000
Insurance - General Liability	$162,349		$162,349
Printing/Binding	$800	Printing for board materials	$800
General Supplies	$7,000	Supplies for swearing-in and retirement recognition	$5,000
		Audiovisual supplies for Board meetings	$2,000
Dues and Fees	$18,450	Maine School Board Association	$18,450

Special Education and Student Support (Jesse Applegate)

Special Education and Student Support ensures that students with disabilities receive the programming and services that they need to succeed. It focuses on inclusive education, improving instructional strategies, and developing programs that effectively support individual student needs. The department also oversees the structures for supporting all students' mental and physical health.

Strategic Plan Initiatives:

- Develop the capacity of schools to provide more effective instruction to students with disabilities across the continuum of services, utilizing content-specific universal design for learning strategies and practices.
- Develop and implement systems for identifying and delivering behavioral support services focused on students' emotional and mental health.

	FY 26	FY 27
Full Time Equivalent Staff	50	50

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Special Education and Student Support

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$1,109,184	$4,172,713	$4,411,383	$4,399,209	$4,399,209	$226,886	5.4%
Temporary Salaries	$119,279	$401,219	$397,872	$396,774	$396,774	-$4,445	-1.1%
Total Salaries	**$1,228,463**	**$4,573,932**	**$4,809,255**	**$4,795,983**	**$4,795,983**	**$222,441**	**4.9%**
Total Benefits	**$257,503**	**$1,122,443**	**$1,205,456**	**$1,202,130**	**$1,204,631**	**$82,188**	**7.3%**
TOTAL SALARIES & BENEFITS	**$1,485,967**	**$5,696,375**	**$6,014,711**	**$5,998,113**	**$6,000,614**	**$304,629**	**5.3%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$87,387	$82,250	$96,000	$96,000	$96,000	$13,750	16.7%
SPED Contracted Services	$4,288,123	$4,025,000	$4,557,000	$4,497,000	$4,491,056	$466,058	11.6%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$141,778	$138,200	$50,500	$50,500	$50,500	-$87,700	-63.5%
Ins & Legal Contracted Services	$9,738	$75,000	$20,000	$20,000	$20,000	-$55,000	-73.3%
Facilities Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$4,527,025**	**$4,320,450**	**$4,723,500**	**$4,663,500**	**$4,657,556**	**$337,108**	**7.8%**
SUPPLIES							
Academic Supplies	$50,266	$215,000	$110,000	$110,000	$110,000	-$105,000	-48.8%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$50,266**	**$215,000**	**$110,000**	**$110,000**	**$110,000**	**-$105,000**	**-48.8%**
MISCELLANEOUS	**$762,449**	**$30,750**	**$6,000**	**$6,000**	**$6,000**	**-$24,750**	**-80.5%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$5,339,740**	**$4,566,200**	**$4,839,500**	**$4,779,500**	**$4,773,556**	**$207,358**	**4.5%**
TOTAL EXPENDITURES	**$6,825,706**	**$10,262,575**	**$10,854,211**	**$10,777,613**	**$10,774,170**	**$511,987**	**5.0%**

- The increase in contracted services is driven by new software programs for specialized programs and using contracted services to cover for difficult to fill vacancies. This is offset where possible by reductions in fees and supplies.

SPECIAL EDUCATION AND STUDENT SUPPORT
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$50,000	IEP and Mainecare Billing System (EDMS) Scheduling Software (DM Schedules)	$18,000 $32,000
Employee Training and Development Services	$27,000	Crisis Prevention Institute Training for Related Services Staff Professional development for Student Support Services Staff	$25,000 $2,000
Special Education Contracted Services	$891,056	Additional contracting to ensure that all therapy and related services are provided as per IEPs: Speech Therapy Occupational Therapy Physical Therapy Contracted Tutoring and Ed Tech Services Psychology and Board Certified Behavior Analysts Contracted services to cover temporary or unexpected nursing needs for students with complex medical needs: Extended School Year Programming MHP Consultation	 $160,000 $50,000 $50,000 $80,000 $344,056 $40,000 $160,000 $7,000
Legal Services	$20,000	Administrator consultation with our external legal team as needed, and the deductibles on claims we file in response to legal action	$20,000
Postage	$500	Legally required mailing of forms	$500
Software / Annual Subscription	$65,000	Required psychological and academic evaluations New program for Breathe - Character Strong Tier 3 New program for Beach - ACE	$25,000 $20,000 $20,000
Tuition to Private Source	$3,600,000	Tuition for IEP-determined placements at special purpose	$3,600,000
Staff Travel	$4,000	Special education staff travel mileage between schools as required by their job responsibilities, and some travel to professional meetings/conference Nurse travel for unexpected coverage or other responsibilities Chapter 104 staff travel as required by their assignments	$3,000 $1,000 $0
General Supplies	$75,000	General supplies for special education classes, to be distributed proportionally to schools and programs Administrative and classroom materials to support students with 504 plans All medical supplies required for nurses in the normal course of business Supplies for Extended School Year Program	$50,000 $2,000 $20,000 $3,000
Instructional Supplies	$35,000	Instructional supplies for special education classes, to be distributed proportionally to schools and programs; evaluation materials for specialists	$35,000

Dues and Fees	$6,000	Membership dues to professional organizations for some staff and administrators, and some fees relating to licensure for staff	$6,000

Superintendent's Office (Ryan Scallon, Ed.D.)

The Superintendent's Office provides strategic leadership and vision for the entire school district. This office ensures that district policies, initiatives, and operations align with the Board's Policies and the Strategic Plan. It focuses on equity, instructional excellence, and operational efficiency while maintaining accountability for student outcomes.

Strategic Plan Initiatives:

- Clarify central office roles and responsibilities, including decision-making rights, and implement improved systems for communication to increase the effectiveness of support for school staff, students, and families.
- Codify shared systems, standard operating procedures, and guidance for schools in order to strengthen accountability and responsiveness to schools.
- Develop, pilot, and scale a community schools model to effectively support students and expand access to community partnerships.
- Expand access to out of school time activities (i.e. sports, clubs, non-academic opportunities etc.) and school-wide events across the district so that students' feelings of motivation and inclusion increase.

	FY 26	FY 27
Full Time Equivalent Staff	7.0*	8.0*

*Includes the Foundation for Portland Public Schools and PEA President

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Superintendent

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$632,880	$666,785	$685,330	$683,439	$683,439	$17,044	2.5%
Temporary Salaries	$0	$3,267	$3,242	$3,233	$3,233	-$34	-1.0%
Total Salaries	**$632,880**	**$670,052**	**$688,572**	**$686,672**	**$686,672**	**$17,010**	**2.5%**
Total Benefits	**$158,394**	**$146,644**	**$159,082**	**$158,643**	**$159,863**	**$13,219**	**9.0%**
TOTAL SALARIES & BENEFITS	**$791,274**	**$816,696**	**$847,654**	**$845,315**	**$846,535**	**$30,229**	**3.7%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$9,332	$48,000	$48,000	$48,000	$48,000	$0	0.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$242,434	$0	$0	$0	$0	$0	0.0%
Ins & Legal Contracted Services	$206,911	$153,900	$153,900	$153,900	$153,900	$0	0.0%
Facilities Contracted Services	$1,325	$1,325	$1,325	$1,325	$1,325	$0	0.0%
Transport Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
TOTAL CONTRACTED SERVICES	**$460,002**	**$203,225**	**$203,225**	**$203,225**	**$203,225**	**$0**	**0.0%**
SUPPLIES							
Academic Supplies	$12,398	$10,212	$10,212	$10,212	$10,212	$0	0.0%
Operations Supplies	$0	$0	$0	$0	$0	$0	0.0%
TOTAL SUPPLIES	**$12,398**	**$10,212**	**$10,212**	**$10,212**	**$10,212**	**$0**	**0.0%**
MISCELLANEOUS	**$35,531**	**$26,967**	**$6,310**	**$6,310**	**$6,310**	**-$20,657**	**-76.6%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
NON SALARY AND BENEFITS	**$507,931**	**$240,404**	**$219,747**	**$219,747**	**$219,747**	**-$20,657**	**-8.6%**
TOTAL EXPENDITURES	**$1,299,205**	**$1,057,100**	**$1,067,401**	**$1,065,062**	**$1,066,282**	**$9,572**	**0.9%**

SUPERINTENDENT
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Employee Training and Development Services	$38,300	Leadership conferences for senior leadership	$38,300
Legal Services	$153,900		$153,900
Rentals	$1,325	Meeting spaces	$1,325
Staff Travel	$9,700	Mileage reimbursement	$9,700
General Supplies	$10,212		$10,212
Dues and Fees	$6,310	AASA and MSMA membership	$6,310

Transportation (Ben Lesavoy)

The Transportation Department ensures safe and reliable transportation for students across the district. It manages bus routes, schedules, and accessibility to support equitable access to education.

Strategic Plan Initiatives:

- Design and implement a multiyear transportation plan to support equitable student access.

	FY 26	FY 27
Full Time Equivalent Staff	44	50

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Transportation

	FY25 ACTUAL	FY26 BUDGET	FY27 SUPT REC Mar 10	FY27 Finance Comm Rev Mar 23	FY27 Board Apr 14	$ +/(-) v FY26	% +/- v FY26
SALARIES & BENEFITS							
Regular Salaries	$2,324,180	$2,312,890	$2,447,574	$2,440,820	$2,440,820	$127,930	5.5%
Temporary Salaries	$65,096	$11,270	$11,185	$11,154	$11,154	-$116	-1.0%
Total Salaries	**$2,389,276**	**$2,324,160**	**$2,458,759**	**$2,451,974**	**$2,451,974**	**$127,814**	**5.5%**
Total Benefits	**$704,514**	**$1,039,973**	**$934,290**	**$931,712**	**$940,089**	**-$99,884**	**-9.6%**
TOTAL SALARIES & BENEFITS	**$3,093,789**	**$3,364,133**	**$3,393,049**	**$3,383,686**	**$3,392,063**	**$27,930**	**0.8%**
CONTRACTED SERVICES							
PreK-12th Contracted Services	$11,226	$42,220	$42,220	$42,220	$42,220	$0	0.0%
SPED Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Adult Ed Contracted Services	$0	$0	$0	$0	$0	$0	0.0%
Ops & Comm Contracted Services	$479,472	$459,357	$469,857	$469,857	$469,857	$10,500	2.3%
Ins & Legal Contracted Services	$30,793	$43,219	$43,219	$43,219	$43,219	$0	0.0%
Facilities Contracted Services	$230,694	$225,000	$250,000	$250,000	$250,000	$25,000	11.1%
Transport Contracted Services	$523,001	$865,000	$825,000	$825,000	$825,000	-$40,000	-4.6%
TOTAL CONTRACTED SERVICES	**$1,275,186**	**$1,634,796**	**$1,630,296**	**$1,630,296**	**$1,630,296**	**-$4,500**	**-0.3%**
SUPPLIES							
Academic Supplies	$13,465	$10,000	$13,500	$13,500	$13,500	$3,500	35.0%
Operations Supplies	$195,337	$255,525	$255,525	$255,525	$255,525	$0	0.0%
TOTAL SUPPLIES	**$208,802**	**$265,525**	**$269,025**	**$269,025**	**$269,025**	**$3,500**	**1.3%**
MISCELLANEOUS	**$1,097**	**$175**	**$175**	**$175**	**$175**	**$0**	**0.0%**
CAPITAL EQUIPMENT	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**0.0%**
DEBT SERVICE	**$18,628**	**$17,649**	**$0**	**$0**	**$0**	**-$17,649**	**-100.0%**
NON SALARY AND BENEFITS	**$1,503,712**	**$1,918,145**	**$1,899,496**	**$1,899,496**	**$1,899,496**	**-$18,649**	**-1.0%**
TOTAL EXPENDITURES	**$4,597,502**	**$5,282,278**	**$5,292,545**	**$5,283,182**	**$5,291,559**	**$9,281**	**0.2%**

TRANSPORTATION
Non-Personnel FY27

Account	Budgeted Amount	Breakdown of Cost	
Purchased Professional and Technical Services	$416,257	Crossing guards contract	$409,500
		Bus wash	$6,000
		Bed bug dogs	$757
Employee Training and Development Services	$7,500	Vector trainings	$7,500
Photocopying	$1,000	Recruiting banners and signs	$1,000
Electricity	$5,525		$5,525
Gasoline	$250,000	Fuel for all vehicles in district	$250,000
Phone	$27,600	Union member phone bills $50/month	$27,600
Software/annual subscription	$31,220	Transportation software from Tyler Tech	$31,220
Repair and Maintenance	$260,000	South Portland garage contract	$160,000
		Parts	$100,000
Software Maintenance	$15,000	Bus cameras and maintenance	$10,000
		Tablet/software repairs/maintenance	$5,000
Private Student Transportation Services	$575,000	Contract transportation for Special Education	$200,000
		Contract transportation for MCV students	$25,000
		Contract transportation for athletics and extracurricular	$350,000
Student Transportation	$250,000	Metro and Casco Bay Lines passes	$250,000
Insurance - General Liability	$43,219		$43,219
Staff Travel	$3,500	Travel to local and regional conferences for management	$3,500
General Supplies	$13,500	Office supplies	$10,000
		Staff appreciation	$3,500
Dues and Fees	$175	MAPT membership	$175

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: Order 196-25/26 Approving State/Local EPS Funding Allocation for Public Education from Kindergarten to Grade 12 for Portland Public Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

The following School Budget Orders are required by 20A M.R.S. §15690 in order to comply with what is known as LD1, a set of state laws passed to control increases in property taxes.

This order provides $107,162,020 as the amount determined by state law to be the minimum amount the City must appropriate in order to receive the full amount of state funding under the Essential Programs and Services Funding Act.

This order requires the city to raise $93,793,557 as the city's contribution to the total cost of funding public education from K12 as described in the EPS law. The City's tax levy based on the budget submitted by the Portland Board of Public Education for the total for school budget programs of $158,248,564 will be $133,092,313.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - State and Local EPS Funding

Prepared by:

Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROVING STATE/LOCAL EPS FUNDING ALLOCATION FOR PUBLIC EDUCATION FROM KINDERGARTEN TO GRADE 12 FOR PORTLAND PUBLIC SCHOOLS FOR FISCAL YEAR 2027

ORDERED, that under and pursuant to the City's Fiscal Year 2026-2027 Appropriation Resolve and applicable state law the City hereby approves the following school budget article for Fiscal Year 2026-2027:

Appropriation for State/Local EPS funding Allocation: That the City appropriates the amount of $107,162,020 for the total cost of funding public education from kindergarten to grade 12, and raises the amount of $93,793,557 as the City's contribution to the total cost of funding public education from kindergarten to grade 12, both as described in the Essential Programs and Services Funding Act, in accordance with Maine Revised Statutes, Title 20-A, section 15688.

State Mandated Explanation: The City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined under state law annually to be the minimum amount that the City must raise in order to receive the full amount of state dollars.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: Order 197-25/26 Approving Non-State Funded School Construction Debt Service for Portland Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

Nonstate funded debt service is the amount of money needed for the annual payments on the City's long-term debt for major capital school construction projects and portions of school construction projects that are not approved for state funding. The bonding of this long-term debt was previously approved by the voters or the City Council.

This order appropriates $394,759 for the annual payments on debt service previously approved by the voters or the City Council for non-state (local only) funded school construction projects. The state no longer includes minor capital projects in this calculation. The $394,759 is in addition to the funds appropriated as the EPS required local share (amount of the City's contribution to the total cost of funding public education from kindergarten to grade 12).

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Non-state funded School Construction Debt - 2026.04.14

Prepared by:
Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROVING NON-STATE FUNDED SCHOOL CONSTRUCTION DEBT SERVICE FOR PORTLAND SCHOOLS FOR FISCAL YEAR 2027

ORDERED, that under and pursuant to the City's Fiscal Year 2026-2027 Appropriation Resolve and applicable state law the City hereby approves the following school budget article for Fiscal Year 2026-2027:

Appropriation for Non-State Funded Debt Service (20-A M.R.S.A. §15690(2)(A)). That the City raise and appropriate $394,759 for the annual payments on debt service previously approved by the legislative body for non-state funded school construction projects and non-state funded portions of school construction projects, in addition to the funds appropriated as the local share of the City's contribution to the total cost of funding public education from kindergarten to grade 12.

State Mandated Explanation: *Non-state funded debt service is the amount of money needed for the annual payments on the City's long-term debt for major capital school construction projects that are not approved for state subsidy. The bonding of this long-term debt was previously approved by the voters or the City Council.*

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: Order 198-25/26 Raising and Appropriating Additional Local Funds for Portland Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

This order appropriates $39,298,756 in additional city funds over and above the regional Essential Programs and Services amount and the nonstate funded debt service amount.

This exceeds the EPS funding model by $39,298,756 and is needed to cover the School Department's costs that the state's funding model does not recognize or recognize fully, including costs to maintain class size; Special Education costs; Regular Instruction costs; Facilities Maintenance costs to address deferred maintenance; technology costs; transportation costs; professional development costs; debt service for pension obligation; and debt service capital renovation costs.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Appropriating additional Local Funds for Schools - 2026.04.14

Prepared by:
Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER RAISING AND APPROPRIATING ADDITIONAL LOCAL FUNDS FOR PORTLAND SCHOOLS FOR FISCAL YEAR 2027

ORDERED, that under and pursuant to the City's Fiscal Year 2026-2027 Appropriation Resolve and applicable state law the City hereby approves the following school budget article for Fiscal Year 2026-2027:

Authorization to Exceed the Portland School Department's Maximum State and Local Spending Target Established Pursuant to Maine Revised Statutes, Title 20-A § 15671-A(4) and Appropriating Additional Local Funds: That the City raises and appropriates $39,298,756 in additional local funds, which exceeds the State's Essential Programs and Services allocation model by $39,298,756, as required to fund the budget recommended by the Portland Board of Public Education.

That amount is needed to cover the School Department's costs that the state's funding model does not recognize or recognize fully, including costs to maintain class size; Special Education costs; Regular Instruction costs; Facilities Maintenance costs to address deferred maintenance; technology costs; transportation costs; professional development costs; debt service for pension obligation; and debt service capital renovation costs.

State Mandated Explanation: *The additional local funds are those locally raised funds over and above the City's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the City's budget for educational programs.*

[NOTE: City council approval of this order requires 5 affirmative votes, see 20-A M.R.S.A. section 15671-A(5)(B)(2)(requiring for council approval "a majority of the entire membership of the council") and see Article II, section 11 of the City Charter (requiring 5 affirmative votes for final passage).]

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: Order 199-25/26 Approving Total School Operating Budget For Portland Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

This order is required by 20A M.R.S.A. §15690(4)(A). It sets the School Budget required by state law. This will be sent to the voters for approval at a citywide Referendum Election on June 9, 2026. $135,441,246 of the $167,001,038 would come from property taxes.

This order does not provide money unless the other General Fund budget orders are passed.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Total School Operating Budget - 2026.04.14

Prepared by:
Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROVING TOTAL SCHOOL OPERATING BUDGET FOR PORTLAND SCHOOLS FOR FISCAL YEAR 2027

ORDERED, that under and pursuant to the City's Fiscal Year 2026-2027 Appropriation Resolve and applicable state law, the City hereby approves the following school budget article for Fiscal Year 2026-2027:

Total School Budget Summary (20-A M.R.S.A. §15690(4)(A)): That the City authorizes the School Board to expend $158,248,564 for the Fiscal Year beginning July 1, 2026 and ending June 30, 2027 from the City's contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: Order 200-25/26 Appropriating and Raising Funds for Adult Education for Fiscal Year 2027 as required by the Maine Revised Statutes, Title 20-a M.R.S §8603-a(1) - Sponsored by Finance Committee, April Fournier, Chair

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

This order raises the sum of $3,381,449 for Adult Education for Fiscal Year 2026-2027 and $2,348,933 as the local share with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Funds for Adult Education - 2026.04.14

Prepared by:
Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROPRIATING AND RAISING FUNDS FOR ADULT EDUCATION FOR FISCAL YEAR 2027 AS REQUIRED BY THE MAINE REVISED STATUTES, TITLE 20-A M.R.S. §8603-A(1)

ORDERED, that the sum of $3,381,449 is hereby appropriated for Adult Education for Fiscal Year 2026-2027 and that the sum of $2,348,933 is hereby raised as the local share with authorization to expend any additional, incidental, or miscellaneous receipts in the interest and for the well-being of the adult education program.

Explanation*: Under state law, the appropriation for adult education falls outside the total annual budget for public schools addressed in the prior order when it passes the Appropriation Resolve.*

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: Order 201-25/26 To Raise and Appropriate Local Funds for Food Service in the Portland Public Schools for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

This order raises and appropriates $0 for the Food Service Program for Fiscal Year 2026-2027. The Portland School Department is authorized to expend any un-expended balances and additional, incidental or miscellaneous receipts in the interest and for the well-being of the food service program.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Funds for Food Service - 2026.04.14

Prepared by:
Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER TO RAISE AND APPROPRIATE LOCAL FUNDS FOR FOOD SERVICE IN THE PORTLAND PUBLIC SCHOOLS FOR FISCAL YEAR 2027

ORDERED, that the sum of $0 is hereby raised and appropriated for the Food Service Program for Fiscal Year 2026-2027; and that the Portland School Department is authorized to expend any unexpended balances, and additional, incidental, or miscellaneous receipts in the interest and for the well-being of the food service program.

Explanation*: This order raises and appropriates local tax revenues for the food service program.*

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 22, 2026

SUBJECT: Order 202-25/26 Authorizing the Disposition of Any Additional State Subsidy Received for Portland Schools in Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

Disposition of Any Additional State Subsidy Received: In the event that Portland Public Schools receives more state education subsidy than the amount included in its budget, the City authorizes the Portland Board of Education to use all or part of the additional state subsidy to increase expenditures for school purposes in cost center categories approved by the Portland Board of Education, subject only to approval by the City Council.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Disposition of Additional State Subsidy - 2026.04.14

Prepared by:
Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER AUTHORIZING THE DISPOSITION OF ANY ADDITIONAL STATE SUBSIDY RECEIVED FOR PORTLAND SCHOOLS IN FISCAL YEAR 2027

ORDERED, that under and pursuant to the City's Fiscal Year 2027 Appropriation Resolve and applicable state law the City hereby approves the following school budget article for Fiscal Year 2027:

Disposition of Any Additional State Subsidy Received: That in the event that Portland Public Schools receives more state education subsidy than the amount included in its budget, the City authorizes the Portland Board of Education to use all or part of the additional state subsidy to increase expenditures for school purposes in cost center categories approved by the Portland Board of Education, subject only to approval by the City Council.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 29, 2026

SUBJECT: Order 180-25/26 Amendment to Portland City Code Chapter 2 RE: Immigration Enforcement - Sponsored by Councilors Pious Ali & Regina Phillips

SPONSOR:
(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

This order amends Chapter 2 of the Portland City Code to clarify that City employees and officials are generally prohibited from assisting federal agencies in immigration enforcement operations, subject to exceptions when such assistance is required by law. This order also amends, but leaves in place, current provisions in Chapter 2 that prohibit employees from making inquiries into a person's citizenship or immigration status, except when required by law or when such inquiry is required in order to direct them to services related to their immigration status.

This item must be read on two separate days. It received its first reading on April 13 and its second reading on April 27, at which point it was postponed to May 4. Five affirmative votes are required for passage after public comment.

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Amendment - Ch2 re Immigration Enforcement
2. Ali Phillips Amendment 1 - Ch2 re Immigration Enforcement
3. Mayor Amendment to Ali Phillips Amendment 2 - Ch2 re Immigration Enforcement
4. 2026.04.27 Public Comment - Order 180

Prepared by:
Date: 04/29/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

AMENDMENT TO PORTLAND CITY CODE
CHAPTER 2 RE: IMMIGRATION ENFORCEMENT

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

1. *That Sections 2-21 through 2-27 of the Portland City Code Chapter 2 are hereby amended to read as follows:*

Chapter 2 ADMINISTRATION*

***

Art. I. In General, §§ 2-1 –- 2-15
Art. II. Officers, §§ 2-16--2-30
Div. 1. Generally, §§2-16—2-20
Div. 2. Prohibition on Immigration Status Checks and Immigration Enforcement §§2-21—2-30
Art. III. Boards, Commissions, Committees, etc., §§ 2-31--2-40
Art. III-A. Portland Land Bank Commission; Fund, §§ 2-41—2-45
Art. IV. Civil Service, §§ 2-46--2-75
Div. 1. Generally, §§ 2-46
Div. 2. Civil Service Employment Commission, §§ 2-47--2-57
Div. 3. Fire and Police Department Employment, §§ 2-58—2-75
Art. IV-A. Civilian Police Review Board, §§ 2-76—2-90
Art. V. Employee Benefits, §§ 2-91--2-200
Div. 1. Generally, §§ 2-91--2-100
Div. 2. Retirement, §§ 2-101--2-200
Art. VI. Funds Due to City, §§ 2-201--2-300
Div. 1. Generally, §§ 2-201--2-220
Div. 2. Provisional Payments, §§ 2-221--2-229
Div. 3. Interest, §§ 2-230--2-300
Art. VII. Procurement and Contracting Procedures, §§ 2-301--2-400
Div. 1. Generally, § 2-301
Div. 2. Competitive Process for Contracts, §§ 2-302-2-312
Div. 3. Sale or Disposal of Real or Personal Property §§ 2-313-2-400

Art. VIII. Emergency Management, §§ 2-401--2-415
Art. IX. Ethics Commission §§ 2-430--2-435
Art. X. Exemption from Vehicle Excise Tax for Certain Military Personnel, §§ 2-436--2-450
Art. XI. Portland Senior Tax Equity Program, §§ 2-451--2-459
Art. XII. Climate Action Fund, §§ 2-460--2-465

***

ARTICLE II. OFFICERS

***

DIVISION 2. PROHIBITION ON IMMIGRATION STATUS CHECKS AND IMMIGRATION ENFORCEMENT

Sec. 2-21. Definitions.

For purposes of this Division, the following terms shall have the following meanings, unless the context otherwise indicates:

(a) *Citizenship or immigration status* means an individual's citizenship or immigration status, as such status is defined in federal law.

(b) *City board* means the City Council and every commission, committee, board, task force, or other body established by charter, ordinance, or City Council order.

(c) *City employee* means any person employed by the City or any elected or appointed member of a City board.

(d) *Contact information* means home address, work address, telephone number, electronic mail address, social media contact information, or any other means of contacting an individual.

(e) *Federal agency* means the United States Immigration and Customs Enforcement (ICE) agency, the United States Customs and Border Protection (CBP) agency and any other federal agency engaged in immigrant enforcement operations, including any successor agency charged with the enforcement of federal immigration laws.

(f) *Immigration enforcement operation* means any operation that has as its main objective the identification or apprehension of a person or persons: 1) in order to subject them to civil immigration detention, removal or deportation proceedings, and/or removal or deportation from the United States; or 2) to criminally prosecute a person or persons for offenses related to immigration status, including but not limited to violations of Sections 1253, 1301 et seq, 1304(e), 1306(a) and (b), 1325, or 1326 of Title 8 of the United States Code, or violations of Sections 1028A or 1546 of Title 18 of the United States Code.

(g) *Immigration enforcement* means any effort to investigate, enforce or assist in the investigation or enforcement of any federal civil immigration law and includes any effort to investigate, enforce or assist in the investigation or enforcement of any violations of Title 8 of the United States Code.

Sec. 2-22. Immigration enforcement operations – No participation.

No person acting in their capacity as a City employee shall assist or cooperate with, or allow any municipal monies or resources to be used to assist, cooperate with, or facilitate any federal agency in any immigration enforcement operation, except where required to do so by state or federal law, court order, or judicial warrant. This includes but is not limited to:

(a) No City employee shall grant any federal agency access to any non-public portion of any City-owned facility for an immigration enforcement operation; provided, however, that no employee will be disciplined for violating this subsection (a) if they grant such access as a result of intimidation or coercion by federal agents or if presented with an administrative warrant or other document that appears to authorize such access.

(b) No City board or employee shall support or assist any federal agency in immigration enforcement operations, including requests to (1) provide information (including contact information, custody status, home address, or work address) for the purpose of an immigration enforcement operation except as required by Maine's Freedom of Access Act ("FOAA") or as provided under section 2-22(e) of this division, (2) investigate or interrogate persons for the purpose of an immigration

enforcement operation, or (3) otherwise be present to assist or support an immigration enforcement operation. Nothing in this section 2-22 shall be deemed or is intended to prevent law enforcement from responding to the scene of an immigration enforcement operation for the purpose of maintaining public safety and order.

(c) No City board or employee may enter into any contract, agreement or arrangement that would:

(1) Require any City board or employee to assist or cooperate in any federal immigration enforcement operations, including but not limited to agreements created under 8 U.S.C. § 1357(g); or

(2) Authorize the custodial transfer or detention of a person in removal proceedings or for other immigration enforcement operation purposes, including but not limited to Intergovernmental Service Agreements, Intergovernmental Agreements, and ICE riders to Intergovernmental Agreements.

(d) No City employee will stop, arrest, detain or continue to detain a person for immigration enforcement or immigration enforcement operation purposes, including pursuant to an immigration detainer; an administrative immigration warrant; any other administrative immigration enforcement document; or information or suspicion that the person is not present legally in the United States, or that the person has committed an immigration violation.

(e) Unless presented with a valid and properly issued judicial warrant or as part of the Portland Police Department's investigation of a serious crime including, but not limited to homicide, human trafficking, sex trafficking, drug trafficking, or firearms trafficking, no City board or employee shall:

(1) Permit ICE or CBP agents to access a person being detained by, or in the custody of, the Portland Police Department;

(2) Transfer any person into ICE or CBP custody;

(3) Permit ICE or CBP agents to use City facilities, information (except as provided under FOAA or this subsection (e)), or equipment, including any electronic databases, for investigative interviews,

other investigative purposes, or for purposes of supporting or executing an immigration enforcement operation; or

(4) Expend time to respond to immigration-related ICE or CBP inquiries or communicate with ICE or CBP regarding a person's custody status, home address, work address, or other information (except as required by FOAA or as provided under Section 2-24 of this division).

Sec. 2-23. Requesting information prohibited. ~~**Inquiries into immigration status.**~~

~~(a) Unless otherwise required by law or by court order, no city police officer or employee shall inquire into the immigration status of any person, or engage in activities for the purpose of ascertaining the immigration status of any person.~~

~~(b)~~ No City board or employee shall request information from a person about their citizenship or immigration status or engage in activities for the purpose of ascertaining their citizenship or immigration status, unless such inquiry or investigation is required by ordinance, court order, or state or federal law. City ~~police officers and~~ employees are exempted from the limitations imposed by this ~~sub~~section 2-23 ~~(a) above~~ with respect to a person whom the ~~officer or~~ employee has reasonable suspicion to believe:

1. has previously been deported from the United States; and

2. is again present in the United States; and

3. is committing or has committed a felony (Class A, B or C) criminal law violation.

City employees are also exempted from the limitations imposed by this section 2-23 to the extent that they request information from a person about their citizenship or immigration status in order to direct them to benefits or services related to such citizenship or immigration status, provided that the City employee is clear that the person's provision of such information is voluntary.

Sec. 2-242. ~~Detention for purposes of national security~~Information regarding citizenship or immigration status.

~~If an officer has reasonable suspicion to believe that a person poses a credible threat to national security, the officer shall detain the individual for identification purposes and inform the FBI of the threat, regardless of the immigration status of the suspect.~~ Nothing in this Division shall be construed to prohibit or restrict any City board or employee from sending to, or receiving from, federal immigration authorities, information regarding the citizenship or immigration status, lawful or unlawful, of an individual, or from requesting from federal immigration authorities immigration status information, lawful or unlawful, of any individual, or maintaining or exchanging that information with any other federal, state, or local government entity, pursuant to applications of Sections 1373 and 1644 of Title 8 of the United States Code not in violation of the Tenth Amendment of the U.S. Constitution.

Sec. 2-25. Enforcement of state and local criminal law; participation in joint task forces.

Nothing in this ordinance shall be construed to limit any City employee from (1) enforcing state and local criminal law, even if such enforcement takes place at the scene of a federal immigration enforcement operation, or (2) participating in joint task forces with other local, state, or federal law enforcement agencies related to the enforcement of criminal laws other than immigration enforcement operations.

Sec. 2-263. City Manager reports to Council.

The City Manager shall report to the City Council annually as to the implementation and enforcement of this division, which report shall be put on a Council agenda as a communication.

~~**Sec. 2-24. Required cooperation not prohibited.**~~

~~Nothing in this amendment shall be construed to prohibit any city officer or employee from cooperating with federal immigration authorities as required by law.~~

Sec. 2-275. No liability.

Nothing in this ~~chapter~~ division is intended, nor shall it

be deemed, to create or form the basis for liability on the part of the city, or its officers, employees or agents. The exclusive remedy for violation of this division shall be through the City's disciplinary procedures for officers and employees.

~~**Sec. 2-26. Reserved.**~~
~~**Sec. 2-27. Reserved.**~~
Sec. 2-28. ~~Reserved.~~ Preemption by State Law.

Nothing in this ordinance shall be construed to limit the applicability of 5 MRSA c. 337-E to the city.

Sec 2-29. Reserved.
Sec. 2-30. Reserved.

ARTICLE III. BOARDS, COMMISSIONS, COMMITTEES, ETC.*

***

AMENDMENT 1 TO ORDER 180-25/26
PREPARED BY CORPORATION COUNSEL
FOR COUNCILORS ALI AND PHILLIPS
RE: ACCESS TO CITY FACILITIES; INTERPRETERS; JOINT LAW ENFORCEMENT TASKFORCES

****

DIVISION 2. PROHIBITION ON IMMIGRATION STATUS CHECKS AND IMMIGRATION ENFORCEMENT

Sec. 2-21. Definitions.

For purposes of this Division, the following terms shall have the following meanings, unless the context otherwise indicates:

(f) ~~*Immigration enforcement operation* means any operation that has as its main objective the identification or apprehension of a person or persons: 1) in order to subject them to civil immigration detention, removal or deportation proceedings, and/or removal or deportation from the United States; or 2) to criminally prosecute a person or persons for offenses related to immigration status, including but not limited to violations of Sections 1253, 1301 et seq, 1304(e), 1306(a) and (b), 1325, or 1326 of Title 8 of the United States Code, or violations of Sections 1028A or 1546 of Title 18 of the United States Code.~~

~~(g)~~ *Immigration enforcement* means any effort to investigate, enforce or assist in the investigation or enforcement of any federal civil immigration law and includes any effort to investigate, enforce or assist in the investigation or enforcement of any violations of Title 8 of the United States Code.

Sec. 2-22. Immigration enforcement ~~operations~~ – No participation.

No person acting in their capacity as a City employee shall assist or cooperate with, or allow any municipal monies or

resources to be used to assist, cooperate with, or facilitate any federal agency in any immigration enforcement ~~operation~~, except where required to do so by state or federal law, court order, or judicial warrant. This includes but is not limited to:

(a) No City employee shall grant any federal agency access to any non-public portion of any City-owned facility for an immigration enforcement operation~~; provided, however, that no employee will be disciplined for violating this subsection (a) if they grant such access as a result of intimidation or coercion by federal agents or if presented with an administrative warrant or other document that appears to authorize such access~~.

(b) No City board or employee shall support or assist any federal agency in immigration enforcement ~~operations~~, including requests to (1) provide information (including contact information, custody status, home address, or work address) for the purpose of ~~an~~ immigration enforcement ~~operation~~ except as required by Maine's Freedom of Access Act ("FOAA") or as provided under section 2-22(e) of this division, (2) investigate or interrogate persons for the purpose of ~~an~~ immigration enforcement ~~operation~~, or (3) otherwise be present to assist or support ~~an~~ immigration enforcement ~~operation~~. Nothing in this section 2-22 shall be deemed or is intended to prevent law enforcement from responding to the scene of an immigration enforcement operation for the purpose of maintaining public safety and order.

(c) No City board or employee may enter into any contract, agreement or arrangement that would:

(1) Require any City board or employee to assist or cooperate in any ~~federal~~ immigration enforcement ~~operations~~, including but not limited to agreements created under 8 U.S.C. § 1357(g); or

(2) Authorize the custodial transfer or detention of a person in removal proceedings or for other immigration enforcement ~~operation~~ purposes, including but not limited to Intergovernmental Service Agreements, Intergovernmental Agreements, and ICE riders to Intergovernmental Agreements.

(d) No City employee will stop, arrest, detain or continue to detain a person for immigration enforcement ~~or immigration~~

~~enforcement operation~~ purposes, including pursuant to an immigration detainer; an administrative immigration warrant; any other administrative immigration enforcement document; or information or suspicion that the person is not present legally in the United States, or that the person has committed an immigration violation.

* * *

(f) No city employee will use an agent or employee of an immigration authority as an interpreter for local law enforcement agency matters regarding a person in the law enforcement agency's custody.

* * *

Sec. 2-25. Enforcement of state and local criminal law; participation in joint task forces.

Nothing in this ordinance shall be construed to limit any City employee from:

(a) ~~(1)~~ enforcing state and local criminal law, even if such enforcement takes place at the scene of a federal immigration enforcement operation, ~~or (2) participating in joint task forces with other local, state, or federal law enforcement agencies related to the enforcement of criminal laws other than immigration enforcement operations.~~

(b) conducting enforcement or investigative duties associated with a joint law enforcement task force, including the execution of a warrant or sharing of confidential information with a federal law enforcement agency or another law enforcement agency, for the purpose of a task force investigation, if:

(1) The primary purpose of the joint law enforcement task force is not immigration enforcement;

(2) The enforcement or investigative duties are primarily related to a violation of state or federal law, including but not limited to terrorism, drug trafficking or human trafficking; and

(3) Participation in the task force by the law enforcement agency does not violate any state or local law or policy to which the agency is subject.

AMENDMENT TO ALI/PHILLIPS AMENDMENT 1 TO ORDER 180-25/26
PREPARED BY CORPORATION COUNSEL
FOR MAYOR DION
RE: EMPLOYEE DISCIPLINE FOR VIOLATION

***

DIVISION 2. PROHIBITION ON IMMIGRATION STATUS CHECKS AND IMMIGRATION ENFORCEMENT

***

Sec. 2-22. Immigration enforcement– No participation.

No person acting in their capacity as a City employee shall assist or cooperate with, or allow any municipal monies or resources to be used to assist, cooperate with, or facilitate any federal agency in any immigration enforcement, except where required to do so by state or federal law, court order, or judicial warrant. This includes but is not limited to:

(a) No City employee shall grant any federal agency access to any non-public portion of any City-owned facility for an immigration enforcement operation; provided, however, that no employee will be disciplined for violating this subsection (a) if they grant such access as a result of intimidation or coercion by federal agents or if presented with an administrative warrant or other document that appears to authorize such access.

***

Comment on Order 180-25/26

Amelia Neilson melieneilson@gmail.com via portlandmaine.gov

Tue, Apr 21, 6:22 AM (6 days ago)

to publiccomment

Hi Portland City Council! I hear you're voting tonight about whether to clarify/strengthen the rules about city staff not collaborating with ICE. I'm an East End resident, and I want to say that I strongly support reinforcing restrictions on collaboration with immigration enforcement, and I'm asking the council to please vote in favor.

I think everyone knows the tension we felt as a community during the surge. Even if you never knew or saw anyone who was abducted, even if you felt removed from the dehumanizing actions of federal agents, you must have felt the fear. It was in the air. It clarified that we really didn't know whether perceived protections from state enacted violence would hold. As I understand it, the vote tonight is about shoring up those protections.

I think it's essential to 1) take a stand as a city and speak up for the protection of our community, 2) provide and empower workers with a clear cut understanding of their rights and their right and obligation to refuse entry or otherwise not cooperate with federal agencies, 3) make clear to the community that incidents like the texts between ICE and PPD are unacceptable and an egregious betrayal of trust.

ICE is still here, still taking people; the surge might be over but the presence is still felt. The absences are still felt.

Thanks for your time, please do the right thing vote for Order 180-25/26 Amendment to Portland City Code Chapter 2 RE: Immigration Enforcement.

Amelia Neilson

Order 180-25/26

Jordan VanderBeek jsinghvanderbeek@gmail.com via portlandmaine.gov
Fri, Apr 24, 10:38 AM (3 days ago)
to publiccomment

Dear City Councillors and Mayor Dion,

I would like to voice my support for the proposed amendment. ICE has long used extrajudicial means to harass communities--a practice that has only been increased in the current administration. I would, however, like to propose an addition to section 2-2, proposing the Portland Police Department's digital infrastructure be examined for potential avenues of data leaks, especially in regards to companies such as AXON. As seen in the texts between Police Major Jason King and an agent from ICE, the PPD has the resources to install and access cameras designed for surveilling civilian populations without a warrant. As the council recently approved the purchase of a drone for PPD from AXON, I would recommend an official look be taken at potential data leaks to said company.

The Department of Homeland Security has a $31.2 million contract with AXON for body cameras as well as software for Immigrations and Customs Enforcement–meaning they are integrated into the AI-powered surveillance network that AXON has been building. A network that captures and stores footage from drones, license plate readers, and public cameras. A network that could allow them to acquire footage in other interactions with Axon’s Software, such as the report assistance tool, Draft One, which uses police body-cam footage and AI to help write police reports. While it has been reported by News Center Maine that both the Cumberland County Sheriff's Department and Portland Police use Draft One, I have heard from officers that use of this program has been discontinued.

Use of software provided by AXON as well as by companies such as FLOCK could be creating unknowing cooperation between the city of Portland or the PPD with ICE. I would like to remind the council that a class action lawsuit has been filed against the department of homeland security after an ICE agent took a photo of a Maine resident, their license plate and stated “we have a nice little database and now you’re considered a domestic terrorist.”

Please consider an amendment to this amendment that would ensure mass surveillance tools are not used to target new Mainers or those who wish to keep them safe.

Best,

Jordan Singh VanderBeek
14 Hill ST
Portland, ME 04102

Preble Street comment on order 180-25/26

'Annika Moore' via Public Comment
Attachments
Fri, Apr 24, 12:38 PM (3 days ago)
to publiccomment@portlandmaine.gov

Hello,

Please see the attached comment from Preble Street regarding Order 180-25/26 on Monday's City Council agenda.

Thank you.

Best,
Annika

Annika Moore (she/her/hers)
Advocacy Supervisor
207-899-6042

Preble Street
55 Portland Street
Portland, ME 04101
207-775-0026
amoore@preblestreet.org

www.preblestreet.org

From its start as a small social work agency in 1975, Preble Street has been guided by its mission to provide accessible barrier-free services to empower people experiencing problems with homelessness, hunger, and poverty, and to advocate for solutions to these problems. Today, Preble Street is a statewide organization providing critical services and care that impact thousands of Maine’s most vulnerable community members each year. Learn more

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Preble Street

April 24, 2026

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55 Portland Street
Portland, ME 04101
207.775.0026
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www.preblestreet.org

United Way
United Way of Southern Maine

CHARITY NAVIGATOR
Four Star Charity

Mayor Dion, City Manager West, and Members of the City Council,

My name is Annika Moore, and I am writing on behalf of Preble Street to urge you to support Order 180-25/26, which prohibits City employees and officials from assisting federal agents with immigration enforcement.

The Portland Police Department's current policy is not to collaborate with federal immigration enforcement. This commitment will also be reflected in state law this summer, when LD 1971, An Act to Protect Workers in This State by Clarifying the Relationship of State and Local Law Enforcement Agencies with Federal Immigration Authorities, takes effect. Order 180-25/26 would extend this protection across all City departments, creating consistency and providing all employees with clear guidance on how to interact with federal immigration enforcement.

This policy would also ensure that sensitive information shared with City of Portland employees remains confidential, except in cases of serious criminal investigations. Portland residents should be able to access City facilities and services without fear that their private information will be shared unless required by law.

Order 180-25/26 will allow City employees to focus on meeting the needs of our community and prevent local resources from being used in ways that don't reflect local priorities. Preble Street urges you to pass this critical policy.

Thank you for your time and consideration.

Sincerely,

Annika Moore

Advocacy Supervisor

Preble Street

ICE

'Sandra Pearson' via Public Comment
Sat, Apr 25, 12:56 AM (2 days ago)
to publiccomment

Please vote NO to assisting Federal agencies in immigration enforcement!
Sandy

MEMORANDUM
City Council Agenda Item

FROM: Emily Bolt, Project Engineer

DATE: April 14, 2026

SUBJECT: Order 202-25/26 Approving Cooperative Agreement Between the City of Portland and the Maine Department of Transportation RE: Improvements to Brighton Avenue - Sponsored by Danielle P. West, City Manager

SPONSOR: Danielle West, City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading 5/5/2026 **Final Action 5/18/2026**

Can action be taken at a later date: No

Does this item involve a new contract with the City: They have been contacted

PRESENTATION: N/A

I. SUMMARY

The City Council is being asked to approve the attached Urban Partnership Initiative (UPI) for Brighton Ave to improve sidewalks, crosswalks, and overall pedestrian accessibility and safety.

II. AGENDA DESCRIPTION

This project will improve approximately 0.5 miles of Brighton Avenue sidewalks, crosswalks, and bus stops from William Street to Craigie Street. The City's recommendation is to reconstruct sidewalks to ADA compliance on both sides of Brighton Ave while also upgrading the crosswalks and the bus stops.

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

III. BACKGROUND

This section of Brighton Ave has sidewalks in poor condition including stretches that are non-ADA compliant. Along with a mismatch of sidewalk material, poor crosswalk facilities, a lack of multi-modal travel options, and with community centers such as Dougherty Field, Kiwanis Community Pool, and a community garden in the area, a reconstruction of the sidewalks are needed. Using a UPI to match up to half the costs, a larger section of Brighton Ave can be worked on at one time to provide a cohesive project, covering more facilities and reaching more destinations than normally possible.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The Brighton Ave UPI will improve pedestrian accessibility on an arterial road. This 0.5 mile long corridor, that sees 15,000 vehicles a day, has multiple community destinations that need to be accessed by all modes of transportation. This will also improve safety in a known High Crash Location and a Critical Safety Corridor.

V. FINANCIAL IMPACT

The City is obligated to pay 50% of the total project, which would be $350,000. MaineDOT, using state funding, will be paying the rest of the project costs, which would be $350,000.

VI. STAFF ANALYSIS AND BACKGROUND

Brighton Ave is a principal arterial. This road services an AADT of 15,000 vehicles per day. This area in particular is also a High Crash Location, a MaineDOT metric, as two pedestrians were struck and injured in the last ten years. It is also classified as a Critical Safety Corridor, a GPCOG metric. On September 25, 2025 PACTS Policy Board approved the prioritized list of 2026 UPI projects, including Brighton Ave.

VII. RECOMMENDATION

The Department of Public Works recommends approving and signing this UPI.

VIII. LIST ATTACHMENTS

1. Order - Approving Urban Partnership Initiative for Brighton Ave
2. Brighton Avenue UPI - MaineDOT Agreement
3. Brighton Ave Map
4. PACTS CY 25-26 UPI Application- Brighton Ave

Prepared by:
Emily Bolt, Project Engineer
Date: 04/14/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROVING COOPERATIVE AGREEMENT BETWEEN THE CITY OF PORTLAND AND THE MAINE DEPARTMENT OF TRANSPORTATION RE: IMPROVEMENTS TO BRIGHTON AVENUE

ORDERED, that the City Manager is authorized to enter into a cooperative agreement between the City of Portland and the Maine Department of Transportation, in substantially in the form attached hereto with Work Identification Number 029456.06, for pedestrian and safety improvements along Brighton Avenue between William Street and Craigie Street; and

BE IT FURTHER ORDERED, that the City Manager is hereby authorized to execute the cooperative agreement and any other documents necessary to effect the purpose of said agreement.

Internal Use Only	
TEDOCS #:	
CTM #:	
CSN #:	
Vendor #:	VC1000073476

STATE OF MAINE DEPARTMENT OF TRANSPORTATION
URBAN PARTNERSHIP INITIATIVE

WIN 029456.06

REGARDING

BRIGHTON AVENUE PEDESTRIAN IMPROVEMENTS PROJECT

This Cooperative Agreement (AGREEMENT) is entered into by and between the MAINE DEPARTMENT OF TRANSPORTATION ("MaineDOT"), an agency of state government with its principal administrative offices located on Child Street, Augusta, Maine, and the **City of Portland** ("MUNICIPALITY"), a municipality in the State of Maine with offices located at **389 Congress Street, Portland, ME.**

WHEREAS,
The City of Portland shall perform **construction of pedestrian and safety improvements along Brighton Avenue between William Street and Craigie Street** (the "Project"). **The City of Portland** estimates this project at $**700,000.00.**

THE CITY OF PORTLAND SHALL:

1. Procure all contracts for and oversee the Project on **Brighton Avenue Pedestrian Improvement Project** for the Work outlined above.

2. Cause such Work to be performed in accordance with a design by an engineer licensed in the State of Maine. The Licensed Engineer shall provide a certification to the Municipality and to MaineDOT that, in his/her professional opinion, the Project as designed will provide a smooth ride, not reduce the safety, mobility or structural quality of the state [state aid] road. All design documents must be stamped and signed in accordance with this provision by the Professional Engineer.

3. Agree to secure all necessary Federal, State and Local permits necessary to complete the work. **City of Portland** also agrees to secure any needed property rights in accordance with all applicable State and Federal Law.

4. Agrees that any exceptions to State Design Standards shall be documented as part of this process. This documentation shall compare the new design to the existing conditions for each of the exceptions to current design standards. Any such exceptions shall be displayed on the cover sheet for the Project plans with the signature and PE stamp of the engineer responsible for the design of the Project.

5. Be responsible, within the Project limits, for the following:

    a. Ensuring that the safety of the corridor and the life of the resulting structural and design elements are equal to or better than existing conditions and design;

    b. Ensuring that the structures, roadways and/or design features affected by the Project work shall, at a minimum, be of improved quality in terms of materials and utility;

    c. Ensuring that the Project does not introduce safety hazards;

    d. Ensuring that the Project retains the same level of mobility or improves mobility of travel within the corridor, unless approved traffic calming measures are proposed;

    e. Ensuring that the Project does not decrease the life expectancy of this component of Maine's transportation system; and,

    f. Ensuring that the Project meets the current standards of Americans with Disabilities Act of 1990 (ADA) design requirements.

6. Provide certification through their Engineer to MaineDOT that the Project is complete and was constructed as designed.

7. Ensure that construction shall commence within EIGHTEEN (18) months and shall be certified complete within THIRTY-SIX (36) months of execution of this agreement. **The City of Portland** may forfeit the unpaid balance of this grant if these deadlines are not met or they can not demonstrate earnest and good faith efforts to meet them.

8. Be responsible for or cause its contractors to be responsible for all damage to public or private property of any kind resulting from any act, omission, neglect or misconduct of **The City of Portland** its contractors, including damage to vehicles passing through the Project limits.

9. Bear all risk of loss relating to the Project and the Work regardless of cause.

MAINEDOT SHALL:

10. **Provide a maximum $350,000.00 in State funds supporting the Work stated above.** Reimbursement will be made by the Department at a minimum of 1/3 project completion upon receipt of supporting cost documentation from the Municipality. Payments will be made per Appendix A attached. The Department's Region Engineer shall review the costs and certify their eligibility prior to reimbursement of Urban Partnership Initiative Funds. Payment by MaineDOT Urban Partnership Initiative funds shall not exceed **$350,000.00** or 50% of the actual costs incurred and paid by the Municipality.

11. **This project has been approved for Calendar Year 2026.** If the **Municipality** commences construction of the project as outlined above prior to January 1, **2026**, the Municipality assumes the risk and responsibility for costs incurred, in the event that funding levels fall below MaineDOT projections. If this occurs, the Municipality will not receive reimbursement from MaineDOT.

The **City of Portland** and MaineDOT agree to function within all applicable laws, statutes, regulations, and AGREEMENT provisions; avoid hindering each other's performance; fulfill all obligations diligently; and cooperate in achievement of the intent of this AGREEMENT.

IN WITNESS, WHEREOF, the parties hereto have executed this AGREEMENT effective on the day and date last signed.

CITY OF PORTLAND

Dated: _____ By: _____
Danielle West
City Manager

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

Dated: _____ By: _____
Kyle Hall
Director, Maintenance and Operations

APPENDIX A
PROJECT SCOPE AND COST-SHARING
MAINE DEPARTMENT OF TRANSPORTATION

Urban Partnership Initiative Project

MUNICIPALITY OF PORTLAND

PROPOSED IMPROVEMENTS TO: Brighton Avenue Pedestrian Improvements Project

STATE PROJECT IDENTIFICATION NUMBER (WIN) 029456.06

FUNDED CONSTRUCTION YEAR **2026**

PROJECT SCOPE: Pedestrian and safety projects along Brighton Avenue.

FUNDING OUTLINE: The Total Project Estimated Cost is **$700,000.00** and the Parties agree to share costs through all stages of the Project under the terms outlined below.

Work Element	Municipal Share		State Share		Total Cost
	%	$	%	$	$
Agreement Cost Share	50%	$350,000.00	50%	$350,000.00	$700,000.00
Estimated Additional Municipal Funds					
Maximum State Share Amount				$350,000.00	
Total Project Estimated Costs		$350,000.00		$350,000.00	$700,000.00

REIMBURSEMENT SCHEDULE:

MaineDOT prefers the municipality invoice upon completion the project. The Department will, however, accept monthly invoices after 1/3 project completion with a maximum invoice submittal not to exceed 3 invoices.

DESIGN EXCEPTIONS REQUIRED: __ **YES** X **NO**



Location Map: Brighton Ave UPI Location Map

PACTS 2026 Urban Partnership Initiative (UPI) Project Application

The Urban Partnership Initiative (UPI) is a funding program intended for active transportation, funded with an initial investment of $3 million in state funding to be split among the four MPOs in the state. The program requires at least a 50% local match, and each project is capped at $750,000 in state funds. For more information, please visit https://gpcog.org/669/Urban-Partnership-Initiative.

General Project Information	
Project Name:	Brighton Avenue Pedestrian Improvement Project - William St to Craigie St
Submittal Date:	June 30, 2025
Lead Municipality:	Portland
Partner Municipalities (if applicable):	Cape Elizabeth
Estimated Total Project Cost:	$700,000
UPI Funds Requested (*must be 50% or less of total project cost, capped at $750,000*)	$350,000
Project Location	
Municipality(ies):	Portland
Roadway Name:	Brighton Avenue
Start Point:	William Street
End Point:	Craigie Street
Additional Information:	

Scope of Work

Describe the scope of work of the project, including the type of work (e.g. pedestrian accessibility, bicycle infrastructure, traffic calming, paving, drainage, etc.) to be completed.

This project is primarily a pedestrian accessibility project that will improve both sides of an approximately 0.50 mile long corridor along Brighton Avenue.
This project abuts MaineHealth Brighton Campus, a community garden, Dougherty Field, Kiwanis Community Pool, as well as several local businesses.
The road has an AADT of 15,000 vehicles a day making it an extremely busy road that can be hazardous to pedestrians. The portion of Brighton Avenue between Douglass St and St John St (captured within the scope of this project) is classified as a High Crash Location. In the past ten years, two pedestrians were struck and injured along this section of Brighton Avenue. As such, this corridor is classified as a Critical Safety Corridor in GPCOG's Vision Zero mapping.

Project Significance

Why is this project significant for your community? What solutions does this project aim to achieve? Please explain.

As a pedestrian corridor along an urban principal it is paramount to keep the pedestrian facilities safe and accessible for everybody. This project will upgrade all of the sidewalk that is not ADA compliant and in poor condition. Currently there are long stretches of sidewalk in this location that are in very poor condition, most notably the sections of sidewalk adjacent to bus stops and several businesses.

How will the project improve conditions for transportation users of all modes?

As a pedestrian corridor along an urban principal arterial roadway it is paramount to keep the pedestrian facilities safe and accessible for everybody. This project aims to achieve a safe accessible multimodal corridor for pedestrians and transit users of all ability levels. These improvements will also help maintenance crews with snow removal and winter maintenance which will allow pedestrians to utilize these facilities in all seasons.

Alignment with PACTS Principles

Is the project aligned with any of the goals identified in Connect 2045? Please explain.

This project will improve conditions for all transportation mode users by creating ADA-compliant sidewalks, ramps and bus stops improving the pedestrian corridor. The existing condition of these sidewalks are rated very poorly according to a 2019 survey of the City of Portland's sidewalks. The METRO Bus Route 4 has several stops along the proposed project. By improving the condition of the sidewalk along this corridor, we will increase accessibility for pedestrians as well as transit riders.

This work aligns with all of the Connect 2045 Goals - by improving the sidewalk we are providing equitable access to all regardless of purpose, destination, or form of travel. This work is also improving safety by providing complete infrastructure and supporting great places due to the adjacent businesses, healthcare facilities, and parks and recreation facilities. Lastly, by improving pedestrian and bus facilities we are expanding choices for people to use alternative modes of transportation such as walking and buses which also help protect the environment by reducing emissions.

Is the project aligned with any of the goals and principles of the PACTS Complete Streets Policy? Please explain.

This project is aligned with the PACTS Complete Streets policy, as well as the City's Complete Street policy as it will further enable safe, convenient, and comfortable travel and access for users of all ages and abilities. As stated above, the project meets the Connect 2045 goals which are very similar to the Complete Streets Policy goals such as improving safety, accessibility, combating climate change, and providing access to all types of users.

Has the project received council endorsement? Which council endorsed the project and when? If not, when is the endorsement expected? Note: endorsement of the project is required prior to funding or signing any agreement.

As Council Endorsement is typically done through the Capital Improvement funding request, that step will happen in the Spring of the construction year. We also must receive Council Approval as part of the agreement process. This is expected to happen in Spring 2026.

PACTS 2026 Urban Partnership Initiative (UPI) Project Application

Subregional Confirmation	
Please confirm the subregion has approved the project and funding request.	
✔ **The subregion has agreed upon the above project and funding request for the selected project year.**	
Where does this project appear in the subregion's tiered list?	
Tier	1
Number within the tier	1

Contact Information	
Please provide the name, email address, and daytime phone number for the primary and secondary point of contact.	
Primary Point of Contact:	Emily Bolt, ebolt@portlandmaine.gov, 207-756-8162
Secondary Point of Contact:	Lauren Andersen, landersen@portlandmaine.gov, 207-874-8844

Project Eligibilities

Projects funded through the Urban Partnership Initiative (UPI) must meet MaineDOT's Municipal Partnership Initiative (MPI) eligibility criteria, which are;

***Professional Engineer Certified**: Unless waived by MaineDOT's Chief Engineer, all projects must be designed by an engineer licensed in the state of Maine. Once the project is constructed, the engineer of record must certify that it was constructed in accordance with the plans and specifications and MPI requirements.*

***10-Year Useful Life**: Unless waived by MaineDOT's Chief Engineer, the work must have a minimum 10-year useful life.*

***Deliverability**: Procurement and construction are administered by the municipality. In which case, the municipality must demonstrate to MaineDOT it has the ability or can obtain the ability to administer the project. Construction must commence within eighteen (18) months and construction must be certified complete in thirty-six (36) months from inclusion in the MaineDOT Work Plan. In the event that a project is not delivered within the three years, the project will be cancelled, and the state funding will be applied/rolled over to the next year of UPI funding.*

***Public Involvement**: The municipality is responsible for leading the public involvement process consistent with all laws, including Maine's Sensible Transportation Policy Act. The value and extent of documented municipality support will be considered a project benefit.*

***Betterment of the State Transportation System**: The work covered must be a betterment of the state transportation system. The MPI is not intended to fund improvements required as a condition to a Highway Opening Permit or mitigation for a Traffic Movement Permit. (Improvements required by a Traffic Movement permit may be eligible for MaineDOT's Business Partnership Initiative funding.)*

***Multiple Party Agreements**: The municipality and all involved parties must be willing to enter into a Municipal Partnership Agreement whereby the MPI grant amount is capped based on project estimates at the time of MPI application submittal. Future roadway maintenance should remain the same unless a change is negotiated between MaineDOT and the municipality.*

***Municipal Right-of-Way Acquisition**: MPI grants will only reimburse for the right of way required for the transportation betterment. Most projects are expected to be within existing right of way; however, the municipality may be asked to secure any needed property rights in accordance with all applicable state and federal law. Municipalities shall be prepared to convey acquired rights to MaineDOT upon completion of the project.*

✔	**By checking this box, you agree to all of the MaineDOT UPI/MPI requirements listed above.**
✔	**By checking this box, you agree to all Americans with Disabilities Act (ADA) requirements.**

Once complete, save your application using the button below:

Click here to save your application!

Completed applications can be emailed to: ***transportation@gpcog.org***

Optional: Attach a copy of the subregion's completed tier list.
A template is available on the Urban Partnership Initiative webpage.

MEMORANDUM
City Council Agenda Item

FROM: Emily Bolt, Project Engineer

DATE: April 14, 2026

SUBJECT: Order 203-25/26 Approving Cooperative Agreement Between the City of Portland and the Maine Department of Transportation RE: Improvements to Forest Avenue - Sponsored by Danielle P. West, City Manager

SPONSOR: Danielle West, City Manager

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading 5/4/2026 **Final Action 5/18/2026**

Can action be taken at a later date: No

Does this item involve a new contract with the City: This item has been reviewed

PRESENTATION: N/A

I. SUMMARY

The City Council is being asked to approve the attached Urban Partnership Initiative (UPI) for Forest Ave to improve sidewalks, crosswalks, and overall pedestrian accessibility and safety.

II. AGENDA DESCRIPTION

This project will improve approximately 0.5 miles of Forest Avenue sidewalks, crosswalks, and bus stops from Morrill Street to Walton Street. The City's recommendation is to reconstruct sidewalks to ADA compliance on both sides of Forest Ave while also upgrading the crosswalks and the bus stops.

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

III. BACKGROUND

This section of Forest Ave has sidewalks in poor condition including stretches that are non-ADA compliant. Along with poor crosswalk facilities, a lack of multi-modal travel options, and with numerous businesses on this stretch, a reconstruction of the sidewalks is needed. Using a UPI to match up to half the costs, a larger section of Forest Ave can be worked on at one time to provide a cohesive project, covering more facilities and reaching more destinations than normally possible

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The Forest Ave UPI will improve pedestrian accessibility on an arterial road. This 0.5 mile long corridor, that sees 18,000 vehicles a day, has multiple businesses that need to be accessed by all modes of transportation. This will also improve safety in a known High Crash Location and a Critical Safety Corridor.

V. FINANCIAL IMPACT

The City is obligated to pay 50% of the total project, which would be $372,250. MaineDOT, using state funding, will be paying the rest of the project costs, which would be $372,250.

VI. STAFF ANALYSIS AND BACKGROUND

Forest Ave is a principal arterial. This road services an AADT of 18,000 or more vehicles per day. This area in particular is also a High Crash Location, a MaineDOT metric, as eight

pedestrians were struck and injured in the last ten years. It is also classified as a Critical Safety Corridor, a GPCOG metric. On September 25, 2025 PACTS Policy Board approved the prioritized list of 2026 UPI projects, including Forest Ave.

VII. RECOMMENDATION

The Department of Public Works recommends approving and signing this UPI.

VIII. LIST ATTACHMENTS

1. Order - Approving Urban Partnership Initiative for Forest Ave
2. Forest Ave Map
3. PACTS CY 25-26 UPI Application- Forest Ave
4. Forest Avenue UPI - MaineDOT Agreement

Prepared by:
Emily Bolt, Project Engineer
Date: 04/14/2026

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

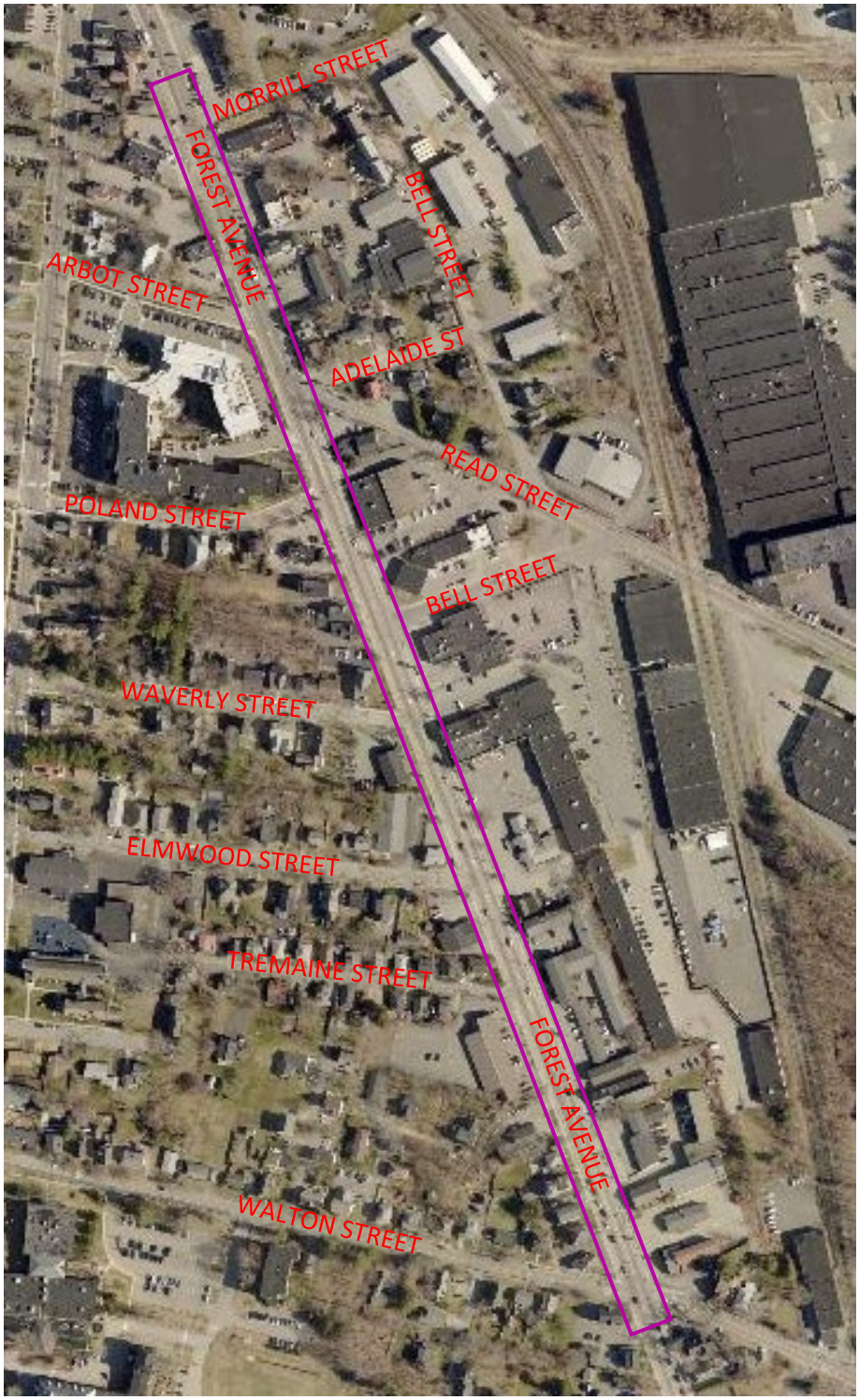
CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROVING COOPERATIVE AGREEMENT BETWEEN THE CITY OF PORTLAND AND THE MAINE DEPARTMENT OF TRANSPORTATION RE: IMPROVEMENTS TO FOREST AVENUE

ORDERED, that the City Manager is authorized to enter into a cooperative agreement between the City of Portland and the Maine Department of Transportation, in substantially in the form attached hereto with Work Identification Number 029456.11, for pedestrian and safety improvements along Forest Avenue between Walton Street and Morrill Street; and

BE IT FURTHER ORDERED, that the City Manager is hereby authorized to execute the cooperative agreement and any other documents necessary to effect the purpose of said agreement.



Location Map: Forest Ave UPI Location Map

PACTS 2026 Urban Partnership Initiative (UPI) Project Application

The Urban Partnership Initiative (UPI) is a funding program intended for active transportation, funded with an initial investment of $3 million in state funding to be split among the four MPOs in the state. The program requires at least a 50% local match, and each project is capped at $750,000 in state funds. For more information, please visit https://gpcog.org/669/Urban-Partnership-Initiative.

General Project Information	
Project Name:	Forest Avenue Pedestrian Improvement Project – Walton St to Morrill St
Submittal Date:	August 15, 2025
Lead Municipality:	Portland
Partner Municipalities (if applicable):	
Estimated Total Project Cost:	$744,500
UPI Funds Requested (*must be 50% or less of total project cost, capped at $750,000*)	$372,250
Project Location	
Municipality(ies):	Portland
Roadway Name:	Forest Avenue
Start Point:	Walton Street
End Point:	Morrill Street
Additional Information:	

Scope of Work

Describe the scope of work of the project, including the type of work (e.g. pedestrian accessibility, bicycle infrastructure, traffic calming, paving, drainage, etc.) to be completed.

This project is primarily a pedestrian accessibility project that will improve both sides of an approximately 0.50 mile long corridor along Forest Avenue just north of the Walton Street intersection to the Morrill Street intersection. This project directly abuts several local businesses, and a 215-unit independent senior living residence. The road has an AADT of 18,000+ vehicles a day making it an extremely busy road that can be hazardous to pedestrians. A portion of this part of Forest Avenue is classified by the MaineDOT as a High Crash Location, with a Critical Rate Factor of 2.18. In the past ten years, eight pedestrians were struck and injured along this section of Forest Avenue. As such, this corridor is classified as a Critical Safety Corridor in GPCOG's Vision Zero mapping.

This project will upgrade all of the sidewalk that is not ADA compliant and in poor condition, the pedestrian ramps as well as improve 2 mid-block crossings along this corridor.
Currently there are long stretches of sidewalk in this location that are in very poor condition, most notably the sections of sidewalk adjacent to several businesses.

Project Significance
Why is this project significant for your community? What solutions does this project aim to achieve? Please explain.
As a pedestrian corridor along an urban principal it is paramount to keep the pedestrian facilities safe and accessible for everybody. This project directly abuts several local businesses, a 216-unit independent senior living residence and other single-family homes. This project aims to achieve a safe accessible multimodal corridor for pedestrians and transit users of all ability levels. These improvements will also help maintenance crews with snow removal and winter maintenance.
How will the project improve conditions for transportation users of all modes?
This project will improve conditions for all transportation mode users by creating ADA-compliant sidewalks, ramps and mid-block crossings improving the pedestrian corridor. The existing condition of these sidewalks are rated very poorly according to a 2019 survey of the City of Portland's sidewalks. The METRO Bus Route 2 has several stops along the proposed project. By improving the condition of the sidewalk along this corridor, we will increase accessibility for pedestrians as well as transit riders.
Alignment with PACTS Principles
Is the project aligned with any of the goals identified in Connect 2045? Please explain.
This project aligns with goals identified in Connect 2045. This project Supports Great Places due to its proximity to parks and other communal spaces. By increasing pedestrian access, we are creating a more welcoming environment for non-car travelers. This Improves Safety and Protects Environment by promoting alternative modes of transportation thereby reducing greenhouse gas emissions. Improving ADA compliant ramps and revitalizing the sections of sidewalks that are in very poor condition Improves Safety and creates Equitable Access as well as Expanding Choices. This area of Portland is classified as a block group where over 51% of residents are considered low-income; improving this area will have a direct impact to these people and Provides Equitable Access.
Is the project aligned with any of the goals and principles of the PACTS Complete Streets Policy? Please explain.
This project is aligned with the PACTS Complete Streets policy, as well at the City's Complete Street policy as it will further enable safe, convenient, and comfortable travel and access for users of all ages and abilities. This project will not only improve the accessibility and usability of existing pedestrian infrastructure, but it will also upgrade two mid-block crossings at this location and increase pedestrian visibility to drivers on Forest Avenue. The road itself is under DOT jurisdiction and has been designated for a potential paving candidate in coming years for a street rehabilitation project.
Has the project received council endorsement? Which council endorsed the project and when? If not, when is the endorsement expected? Note: endorsement of the project is required prior to funding or signing any agreement.
As Council Endorsement is typically done through the Capital Improvement funding request, that step will happen in the Spring of the construction year. We also must receive Council Approval as part of the agreement process. This is expected to happen in Spring 2026.

PACTS 2026 Urban Partnership Initiative (UPI) Project Application

Subregional Confirmation	
Please confirm the subregion has approved the project and funding request.	
✔ **The subregion has agreed upon the above project and funding request for the selected project year.**	
Where does this project appear in the subregion's tiered list?	
Tier	1
Number within the tier	1

Contact Information	
Please provide the name, email address, and daytime phone number for the primary and secondary point of contact.	
Primary Point of Contact:	Emily Bolt, ebolt@portlandmaine.gov, 207-756-8162
Secondary Point of Contact:	Lauren Andersen, landersen@portlandmaine.gov, 207-874-8844

Project Eligibilities

Projects funded through the Urban Partnership Initiative (UPI) must meet MaineDOT's Municipal Partnership Initiative (MPI) eligibility criteria, which are;

***Professional Engineer Certified**: Unless waived by MaineDOT's Chief Engineer, all projects must be designed by an engineer licensed in the state of Maine. Once the project is constructed, the engineer of record must certify that it was constructed in accordance with the plans and specifications and MPI requirements.*

***10-Year Useful Life**: Unless waived by MaineDOT's Chief Engineer, the work must have a minimum 10-year useful life.*

***Deliverability**: Procurement and construction are administered by the municipality. In which case, the municipality must demonstrate to MaineDOT it has the ability or can obtain the ability to administer the project. Construction must commence within eighteen (18) months and construction must be certified complete in thirty-six (36) months from inclusion in the MaineDOT Work Plan. In the event that a project is not delivered within the three years, the project will be cancelled, and the state funding will be applied/rolled over to the next year of UPI funding.*

***Public Involvement**: The municipality is responsible for leading the public involvement process consistent with all laws, including Maine's Sensible Transportation Policy Act. The value and extent of documented municipality support will be considered a project benefit.*

***Betterment of the State Transportation System**: The work covered must be a betterment of the state transportation system. The MPI is not intended to fund improvements required as a condition to a Highway Opening Permit or mitigation for a Traffic Movement Permit. (Improvements required by a Traffic Movement permit may be eligible for MaineDOT's Business Partnership Initiative funding.)*

***Multiple Party Agreements**: The municipality and all involved parties must be willing to enter into a Municipal Partnership Agreement whereby the MPI grant amount is capped based on project estimates at the time of MPI application submittal. Future roadway maintenance should remain the same unless a change is negotiated between MaineDOT and the municipality.*

***Municipal Right-of-Way Acquisition**: MPI grants will only reimburse for the right of way required for the transportation betterment. Most projects are expected to be within existing right of way; however, the municipality may be asked to secure any needed property rights in accordance with all applicable state and federal law. Municipalities shall be prepared to convey acquired rights to MaineDOT upon completion of the project.*

✔	**By checking this box, you agree to all of the MaineDOT UPI/MPI requirements listed above.**
✔	**By checking this box, you agree to all Americans with Disabilities Act (ADA) requirements.**

Once complete, save your application using the button below:

Click here to save your application!

Completed applications can be emailed to: ***transportation@gpcog.org***

Optional: Attach a copy of the subregion's completed tier list.
A template is available on the Urban Partnership Initiative webpage.

Internal Use Only	
TEDOCS #:	
CTM #:	
CSN #:	
Vendor #:	VC1000073476

STATE OF MAINE DEPARTMENT OF TRANSPORTATION
URBAN PARTNERSHIP INITIATIVE

WIN 029456.11

REGARDING

FOREST AVENUE PEDESTRIAN IMPROVEMENTS PROJECT

This Cooperative Agreement (AGREEMENT) is entered into by and between the MAINE DEPARTMENT OF TRANSPORTATION ("MaineDOT"), an agency of state government with its principal administrative offices located on Child Street, Augusta, Maine, and the **City of Portland** ("MUNICIPALITY"), a municipality in the State of Maine with offices located at **389 Congress Street, Portland, ME.**

WHEREAS,
The City of Portland shall perform **construction of pedestrian and safety improvements along Forest Avenue between Walton Street and Morrill Street** (the "Project"). **The City of Portland** estimates this project at $**744,500.00.**

THE CITY OF PORTLAND SHALL:

1. Procure all contracts for and oversee the Project on **Forest Avenue Pedestrian Improvements Project** for the Work outlined above.

2. Cause such Work to be performed in accordance with a design by an engineer licensed in the State of Maine. The Licensed Engineer shall provide a certification to the Municipality and to MaineDOT that, in his/her professional opinion, the Project as designed will provide a smooth ride, not reduce the safety, mobility or structural quality of the state [state aid] road. All design documents must be stamped and signed in accordance with this provision by the Professional Engineer.

3. Agree to secure all necessary Federal, State and Local permits necessary to complete the work. **City of Portland** also agrees to secure any needed property rights in accordance with all applicable State and Federal Law.

4. Agrees that any exceptions to State Design Standards shall be documented as part of this process. This documentation shall compare the new design to the existing conditions for each of the exceptions to current design standards. Any such exceptions shall be displayed on the cover sheet for the Project plans with the signature and PE stamp of the engineer responsible for the design of the Project.

5. Be responsible, within the Project limits, for the following:

    a. Ensuring that the safety of the corridor and the life of the resulting structural and design elements are equal to or better than existing conditions and design;

    b. Ensuring that the structures, roadways and/or design features affected by the Project work shall, at a minimum, be of improved quality in terms of materials and utility;

    c. Ensuring that the Project does not introduce safety hazards;

    d. Ensuring that the Project retains the same level of mobility or improves mobility of travel within the corridor, unless approved traffic calming measures are proposed;

    e. Ensuring that the Project does not decrease the life expectancy of this component of Maine's transportation system; and,

    f. Ensuring that the Project meets the current standards of Americans with Disabilities Act of 1990 (ADA) design requirements.

6. Provide certification through their Engineer to MaineDOT that the Project is complete and was constructed as designed.

7. Ensure that construction shall commence within EIGHTEEN (18) months and shall be certified complete within THIRTY-SIX (36) months of execution of this agreement. **The City of Portland** may forfeit the unpaid balance of this grant if these deadlines are not met or they can not demonstrate earnest and good faith efforts to meet them.

8. Be responsible for or cause its contractors to be responsible for all damage to public or private property of any kind resulting from any act, omission, neglect or misconduct of **The City of Portland** its contractors, including damage to vehicles passing through the Project limits.

9. Bear all risk of loss relating to the Project and the Work regardless of cause.

MAINEDOT SHALL:

10. **Provide a maximum $372,250.00 in State funds supporting the Work stated above.** Reimbursement will be made by the Department at a minimum of 1/3 project completion upon receipt of supporting cost documentation from the Municipality. Payments will be made per Appendix A attached. The Department's Region Engineer shall review the costs and certify their eligibility prior to reimbursement of Urban Partnership Initiative Funds. Payment by MaineDOT Urban Partnership Initiative funds shall not exceed **$372,250.00** or 50% of the actual costs incurred and paid by the Municipality.

11. **This project has been approved for Calendar Year 2026.** If the **Municipality** commences construction of the project as outlined above prior to January 1, **2026**, the Municipality assumes the risk and responsibility for costs incurred, in the event that funding levels fall below MaineDOT projections. If this occurs, the Municipality will not receive reimbursement from MaineDOT.

The **City of Portland** and MaineDOT agree to function within all applicable laws, statutes, regulations, and AGREEMENT provisions; avoid hindering each other's performance; fulfill all obligations diligently; and cooperate in achievement of the intent of this AGREEMENT.

IN WITNESS, WHEREOF, the parties hereto have executed this AGREEMENT effective on the day and date last signed.

CITY OF PORTLAND

Dated: _____ By: _____
Danielle West
City Manager

STATE OF MAINE
DEPARTMENT OF TRANSPORTATION

Dated: _____ By: _____
Kyle Hall
Director, Maintenance and Operations

APPENDIX A
PROJECT SCOPE AND COST-SHARING
MAINE DEPARTMENT OF TRANSPORTATION

Urban Partnership Initiative Project

MUNICIPALITY OF PORTLAND

PROPOSED IMPROVEMENTS TO: Forest Avenue Pedestrian Improvements Project

STATE PROJECT IDENTIFICATION NUMBER (WIN) 029456.11

FUNDED CONSTRUCTION YEAR **2026**

PROJECT SCOPE: Pedestrian and safety projects along Forest Avenue between Morrill and Walton Streets.

FUNDING OUTLINE: The Total Project Estimated Cost is **$744,500.00** and the Parties agree to share costs through all stages of the Project under the terms outlined below.

Work Element	Municipal Share		State Share		Total Cost
	%	$	%	$	$
Agreement Cost Share	50%	$372,250.00	50%	$372,250.00	$744,500.00
Estimated Additional Municipal Funds					
Maximum State Share Amount				$372,250.00	
Total Project Estimated Costs		$372,250.00		$372,250.00	$744,500.00

REIMBURSEMENT SCHEDULE:

MaineDOT prefers the municipality invoice upon completion the project. The Department will, however, accept monthly invoices after 1/3 project completion with a maximum invoice submittal not to exceed 3 invoices.

DESIGN EXCEPTIONS REQUIRED: __ **YES** X **NO**

MEMORANDUM
City Council Agenda Item

FROM: Kylie Johnson

DATE: April 22, 2026

SUBJECT: Order 204-25/26 Accepting and Appropriating a $200 Anonymous Donation to the Portland Police Department for Victim Services - Sponsored by Danielle P. West, City Manager

SPONSOR: City Manager Danielle West

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading 5/4/2026 **Final Action 5/4/2026**

Can action be taken at a later date: No The cash donation was received on Victim Rights day, which was hosted by the City on April 21st, 2026. We would like to allocate the funds for victims in need as soon as possible.

Does this item involve a new contract with the City: No

PRESENTATION:

I. SUMMARY

Accepting the anonymous cash donation of $200.00 to the Victim Witness Service Advocates to use for those in need.

II. AGENDA DESCRIPTION

This is an anonymous donation in the amount of $200.00 to support Crime Victim Services within the Police Department. Specifically, these funds will be used to enhance the comfort and well-being of crime victims and their families while they are receiving services by providing items such as coffee and other comfort-related amenities that can make a difficult experience more manageable.

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

III. BACKGROUND

The Victim Witness Advocate Coordinator received an envelope with cash and a note enclosed saying *Please use this small gift to help with victim services*.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Accepting and Appropriating $200 for PPD
2. Victim Services Memo

Prepared by:
Kylie Johnson

Date: 04/22/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER ACCEPTING AND APPROPRIATING A $200 ANONYMOUS DONATION TO THE PORTLAND POLICE DEPARTMENT FOR VICTIM SERVICES

ORDERED, that an anonymous donation in the amount of $200 is hereby accepted and that amount appropriated to the Police Department for victim services; and

BE IT FURTHER ORDERED, that the City Manager or designee is hereby authorized to execute whatever documents are necessary to effect the intent and purpose of this Order.

Portland Police Department
City of Portland
109 Middle Street
Portland, Maine 04101

To Whom It May Concern,

This memorandum is to formally acknowledge and request acceptance of a donation in the amount of $200.00 to support Crime Victim Services.

These funds will be used to enhance the comfort and well-being of crime victims and their families while they are receiving services. Specifically, the donation will help provide items such as coffee and other comfort-related amenities that can make a difficult experience a little more manageable. Creating a welcoming and supportive environment is an important part of the assistance we provide, and these funds will directly contribute to that effort.

Your acceptance of this donation is greatly appreciated and will directly support our mission of serving victims of crime with compassion and care.

Please let me know if any additional documentation or approvals are required to complete this process.

Thank you for your consideration.

Victim Services
Portland Police Department

MEMORANDUM
City Council Agenda Item

FROM:

DATE: April 1, 2026

SUBJECT: Order 205-25/26 Approving the Golf Cart Lease Agreement with Country Club Enterprises LLC - Sponsored by Danielle P. West, City Manager

SPONSOR: The Mayor, City Manager, City Clerk, Corporation Counsel, the Planning Board, or up to three (3) members of the Council shall sponsor any orders or other items. If sponsored by a Council Committee, please include the date the committee met and the results of the vote.

(If sponsored by a Council committee, include the date the committee met and the results of the vote.)

COUNCIL MEETING DATE ACTION IS REQUESTED:
1st Reading **Final Action**

Can action be taken at a later date: No If action cannot be taken at a later date, please explain why. Do NOT write yes or no; that will be automatically generated by the checkbox.

Does this item involve a new contract with the City: Yes

PRESENTATION: Please list the presenter(s), type, and length of presentation

I. SUMMARY

II. AGENDA DESCRIPTION

This order approves a Lease Agreement between the City of Portland Country Club Enterprises, LLC to lease 80 Electric Golf Carts, 6 Electric 500 carryall utility carts, 1 gas 501 carryall utility cart, 1 gas 500 carryall cart, and 1 diesel 1500 carryall cart at the City's Riverside Golf Course. This Lease will be effective for a five-year term commencing with the 2026 season and expiring on December 31, 2030, at an annual rate of $129,342.06.

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

III. BACKGROUND

Background information that will not appear in the Agenda Description

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

V. FINANCIAL IMPACT

The annual expense from this contract is $129.342.06 will be approved the council in each annual operating budget. This expense will be offset by in excess of $450,000 in annual revenue from rental of these golf carts which will be appropriated by the council in each operating budget. The net impact of the expense and estimated revenue is an estimated 2 cent reduction in the property tax levy per year.

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis that will not appear in the Agenda Description.

VII. RECOMMENDATION

VIII. LIST ATTACHMENTS

1. Order - Approving Golf Cart Lease Agreement
2. Revised Lease Agreement with Amend and Addendum 4.29.26
3. Riverside Service Agreement REVISED 4.29.26

Prepared by:
Date: 04/01/2026

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

CITY OF PORTLAND
IN THE CITY COUNCIL

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

ORDER APPROVING THE GOLF CART LEASE AGREEMENT WITH COUNTRY CLUB ENTERPRISES LLC

ORDERED, that the lease agreement with Country Club Enterprises LLC for Golf Carts at the Riverside Golf Course is hereby approved; and

BE IT FURTHER ORDERED, that the City Manager is authorized to sign the agreement in substantially the form attached hereto and any other related documents that are necessary or convenient to carry out the intent of said agreement.

Name and Address of Customer:
PORTLAND, CITY OF
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

Thank you for doing business with **COUNTRY CLUB ENTERPRISES LLC**. This cover letter is your guide to completing your transaction as quickly as possible.

Checklist

All documents listed below are required for this transaction:

- Master Lease Agreement and Amendment
- Equipment Schedule – Lease
- Payment Schedule
- State and Local Government Addendum
- Opinion of Counsel
- Delivery and Acceptance Certificate (to be signed and returned to us only after the Equipment has been delivered, installed and accepted by you)
- Insurance Form
- Required Information Form
- MyAccounts Form

The following items are required for your transaction to be completed:

- Signature from an authorized signer and any personal or corporate guarantor – see Signature Guide below for requirements.
- Printed name of the signer
- Title of the signer – see Signature Guide below for requirements
- Federal tax ID of the lessee/borrower – specified on the attached documents
- Return the signed documents as outlined below
- Supplier Invoice
- Tax Exempt Certificate, if applicable

Please return all pages. Failure to return all pages will cause a delay in processing.

Signature Guide

The documents must be signed by an authorized officer or the owner if the customer is a Sole Proprietorship, with printed Name and Title completed as well.
Guaranty, Lease or Loan agreement authorized signer guidelines

If the business is a:	**This person must sign:**
Proprietorship	Owner/Proprietor
General Partnership	Partner
Limited Partnership	General Partner
Limited Liability Company (LLC)	Member/Officer
Trust	Trustee
Corporation or Non-Profit Corporation And deal is <$500K	Authorized Corporate Officer, Purchasing Manager, Director, Controller, Finance Manager
Corporation or Non-Profit Corporation And deal is >=$500K	Authorized Corporate Officer

Return Instructions

If you received an e-mail from DocuSign to sign documents electronically, once you complete the DocuSign process and click "confirm signing", your signed documents will be returned to us electronically. Please use fax or e-mail to return any checklist items not completed and transmitted via DocuSign. If you did not receive an e-mail from DocuSign to sign documents electronically, please return your signed documents and other checklist items via fax or e-mail. If your documents include a master agreement and/or guaranty documents, or if the total amount financed is greater than $500,000, then overnight the signed documents to the address below.

Fax: 866-336-8375**Overnight:**
COUNTRY CLUB ENTERPRISES LLC
801 Walnut Street, 3rd Floor
Des Moines, IA 50309
MAC F0006-030

Master Lease Agreement

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Master Lease Number **603-0320844** dated as of **April 14, 2026**

Name and Address of Customer:
PORTLAND, CITY OF
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

TERMS AND CONDITIONS

This Master Lease Agreement ("**Master Lease**") sets forth terms and conditions that will be applicable to equipment leasing transactions that may be entered into from time to time by Lessee and Lessor if they enter into one or more Schedules that incorporate the terms of this Master Lease. This Master Lease is not a commitment by Lessor to enter into any Schedule and nothing in this Master Lease shall impose, or be construed to impose, any obligation upon Lessor to enter into any proposed Schedule. In the event of a conflict between the provisions of this Master Lease and a Schedule, the provisions of such Schedule will control. Lessee and Lessor agree, for good and valuable consideration and intending to be legally bound, as follows:

1. CERTAIN DEFINITIONS. The following capitalized terms used herein will be defined as follows: "**Equipment**" means the equipment and other property described on the applicable Schedule, as well as any attachments, accessories, accessions, replacements, replacement parts, substitutions, additions, upgrades, exchanges and repairs to the equipment and other property and shall also be deemed to include any embedded software that otherwise falls within the definition of "**Goods**" under Article 9 of the Uniform Commercial Code ("**UCC**"). "**Fair Market Value**" of the Equipment means an amount estimated by us that may reasonably be expected for an installed and in-use property in an equitable exchange between a willing buyer and a willing seller, neither under any compulsion to buy or sell, both aware of all relevant facts, and assuming the Equipment is in the condition required by the applicable Lease. "**Lessee**" means the party or parties who sign this Master Lease as Lessee. Each party that signs below as Lessee agrees that its liability in connection with the Master Lease (and any Schedules hereunder) shall be joint and several. The Lessee may be referred to herein as "you" and "your". "**Lessor**" means the party signing as Lessor on this Master Lease and applicable Schedule or any of its affiliates signing as Lessor on the applicable Schedule, and may be referred to herein as "we", "us", and "our". "**Person**" means any individual, corporation, business trust, association, company, partnership, joint venture, or other entity. "**QFC Obligations**" means obligations arising under a securities contract, commodities contract, forward contract, repurchase agreement, swap agreement, or any similar agreement (as defined for purposes of Treasury Part 148 under 12 U.S.C. 5390(c)(8)(D) or FDIC Part 371 under 12 U.S.C. 1821(e)(8)(D)) that the FDIC determines by regulation, resolution, or order to be a qualified financial contract. "**Schedule**" means any schedule signed by Lessee and Lessor that incorporates the terms of this Master Lease, each of which will constitute a separate contract between Lessee and Lessor and shall be referred to as a "**Lease**". "**Stipulated Loss Value**" means the sum of: (i) all past due and current Payments; (ii) the present value of (A) all remaining Payments, and (B) the amount of the purchase option price or final purchase payment set forth in the applicable Schedule, or if no purchase option price or final purchase payment is specified or if the purchase option price is Fair Market Value, then the anticipated end of Term Fair Market Value of the affected item(s) of Equipment, discounted at 2% per annum; and (iii) all other amounts due under the Lease.

2. COMMENCEMENT. The commencement of a Lease (the "**Commencement Date**") will be the date that you satisfy all pre-conditions to the Lease, as determined by us, or any later date that we designate. Without limiting the foregoing, we may, in our sole discretion, require that you verify your acceptance of the Equipment either by telephone or by delivery to us of an executed certificate of acceptance. If you signed a purchase order or similar agreement for the purchase of the Equipment, by signing a Schedule you assign to us all of your rights, but none of your obligations under it. If, for any reason: (i) the manufacturer, supplier, wholesaler, or other vendor of the Equipment (any, a "**Supplier**") fails to deliver, or delays the delivery of, the Equipment; or (ii) the Equipment is unsatisfactory upon delivery or at any time thereafter, you agree that we are not liable, and you will not make any claim against us for damages or for specific performance of such Lease. If the Equipment includes any non-embedded software: (i) we do not own the software and do not provide any software licenses, (ii) you are responsible for obtaining any software license related to any software that is part of or used in connection with the Equipment from the owners or licensors of such software, (iii) you shall comply with the terms of all such licenses if any, and (iv) any default by you under any such software licenses shall also constitute a default by you under all Leases.

3. LEASE PAYMENTS. You agree to remit all payments under each Lease ("**Payments**") in U.S. dollars to the address or account designated by us from time to time. Unless indicated otherwise in the Schedule, your Payments are due in arrears and your first payment date will be one month from the Commencement Date, and subsequent payments shall be due on that same day of each month thereafter, unless such day does not exist for the applicable month, in which case it will be the last day of such month (the "**Payment Date**"). If you request that your Payment Date start later than one month after the Commencement Date, if we approve such a request, we may increase your first Payment by 1/30th of the scheduled Payment for each day between the originally scheduled Payment Date and the re-scheduled Payment Date (the "**Additional Days**") and the term of the Schedule will be extended by a number of days equal to the Additional Days. If there are changes in the type or amount or cost of the Equipment or the calculation of related sales or other taxes, you authorize us to adjust the Payments to maintain our after tax economic yield and cash flow so long as the change is not more than 15% of the original Payment amount. We may apply all your payments under a Lease to delinquency charges, Payments, and any other liabilities due and owing under such Lease or under any other agreement, in any order and manner selected by us. You waive all rights to direct the application of payments made on account of any Lease. We may offset and deduct any of your liabilities or obligations to us from any sums we owe to you. The financial terms of any Lease may have been determined taking into account fees we have paid to, or rebates, discounts, subsidies or other compensation or financial benefits (including the ability to fund over time amounts that may be financed hereunder) we have received from, the Supplier, a broker, or other third party in connection with such Lease. Payments are due on each Payment Date whether or not you receive an invoice.

4. TAXES. You agree to pay, and indemnify and hold us harmless from all sales, use, rental, property, excise, gross receipts, withholding and other taxes, charges and fees upon or with respect to the Equipment or the possession, ownership, leasing, use or operation, control or maintenance thereof and relating to such Lease (or any Payments or other payments), assessed by any governmental entity or taxing authority arising during or with respect to any part of the term, whether due before or after the end of the term shown on the corresponding Schedule. In connection with the expiration or earlier termination of a Lease, you agree to pay us any taxes accrued or assessed but not yet due and payable, or our estimate of such amounts.

5. LATE CHARGES. For any payment which is not received within 10 days of its due date, you agree to pay us a late charge equal to the greater of 5% of the amount due or $35.00 (but in either case, not to exceed the maximum amount permitted by law).

6. OWNERSHIP, SECURITY INTEREST, USE, MAINTENANCE AND REPAIR. Unless otherwise specified in the applicable Schedule, we own the Equipment, excluding any non-embedded software. If the Lease is a secured transaction, you grant us a security interest in the Equipment and all proceeds thereof to secure all of your obligations now or hereafter owing to us (except QFC Obligations). In no event shall your obligations under a Lease be secured by any improved real property, building or mobile home insurable under the National Flood Insurance Program unless the document granting an interest in real property specifically references the Lease by date, its Schedule number and/or this Master Lease number. You authorize us or our agents to prepare and file, electronically or

THIS MASTER LEASE INCLUDES THE TERMS ON THE ATTACHED PAGE(S).

THIS MASTER LEASE SHALL NOT BE EFFECTIVE UNLESS AND UNTIL EXECUTED BY US.

IN WITNESS WHEREOF, Lessee and Lessor have caused this Master Lease to be executed by their duly authorized representatives as of the date first above written.

Lessor: **COUNTRY CLUB ENTERPRISES LLC**	Lessee: **PORTLAND, CITY OF**
Signature of authorized signer	Signature of authorized signer
Print Name and Title	Print Name and Title

otherwise, UCC financing statements and any amendments or continuation statements relating to the Equipment and proceeds. So long as you are not in default of your obligations, we hereby assign to you our rights, if any, under Supplier written warranties, to the extent assignable. You (a) shall not permit the Equipment to attach to real property and (b) must keep the Equipment free of all security interests, encumbrances and liens, except those in favor of us. Other than the temporary relocation of mobile Equipment, or as otherwise set forth in the applicable Schedule, you will not remove the Equipment from the address indicated on the applicable Schedule without first obtaining our written approval. You shall: (a) keep the Equipment in your exclusive control and possession and not discontinue use of the Equipment; (b) USE THE EQUIPMENT ONLY IN THE LAWFUL CONDUCT OF YOUR BUSINESS, AND NOT FOR PERSONAL, HOUSEHOLD OR FAMILY PURPOSES; (c) use the Equipment in conformity with all insurance requirements, manufacturer's instructions and manuals; (d) at your cost, keep the Equipment repaired and maintained in good working order as when originally delivered to you (absent only ordinary wear and tear) and as required by the manufacturer's warranty, certification and standard full service maintenance contract; (e) at your cost, furnish and replace all parts of the Equipment as may from time to time become worn out, damaged or unfit for use; (f) allow only qualified and properly licensed personnel to operate the Equipment; (g) maintain accurate and complete records of all repairs and maintenance of the Equipment; (h) give us reasonable access to inspect the Equipment and its maintenance and other records; (i) at your cost, mark and identify the Equipment with all information and in such manner as we may request from time to time and replace promptly any such markings or identification which are removed, defaced or destroyed and not permit the name of any person, association or corporation other than your name or our name to be placed on the Equipment as a designation that might be interpreted as a claim of ownership or security interest; (j) pay all shipping and delivery charges and other expenses incurred in connection with the Equipment and pay all lawful claims, whether for labor, materials, supplies, rent, assessments, taxes or services, which might or could if unpaid become a lien on the Equipment; and (k) not enter into any lease or sale of any Equipment. Without our prior written consent, you will not make any alterations, additions or improvements to the Equipment which are permanent or which detract from its value, useful life, or functional utility. Any such alterations, additions or improvements shall be deemed part of the Equipment. The Equipment must remain in the continental United States, Alaska, or Hawaii at all times. In case you fail to comply with any provision of any Lease, we may take action to bring such Lease into compliance, and all expenses incurred by us in doing so will constitute additional expenses under such Lease due to us within 5 days after we send notice to you requesting payment. Our effecting such compliance will not be a waiver of your default.

7. INDEMNITY. YOU AGREE TO DEFEND AND INDEMNIFY US FOR ALL LOSSES, DAMAGES, CLAIMS, LIABILITIES, OBLIGATIONS, SUITS, TOLLS, FEES, INJURIES, COSTS AND REASONABLE ATTORNEYS' FEES, OR THE LIKE, WHETHER BASED ON A THEORY OF NEGLIGENCE, TORT, STRICT LIABILITY OR OTHERWISE, INCURRED, CAUSED OR ASSERTED BY ANY PERSON, IN ANY MANNER RELATING TO THE LEASE OR THE EQUIPMENT including, without limitation, the manufacture, purchase, lease, financing, selection, ownership, delivery, possession, use, storage, operation, condition, maintenance, repair, return or other disposition thereof.

8. LOSS OR DAMAGE. You assume all risks of loss, theft, governmental taking, damage to or destruction of the Equipment. If any item of Equipment is damaged and can be repaired, you shall promptly notify us in writing and, at your cost, within 30 days of such damage, repair the affected item. If any item of Equipment is lost, stolen, taken by any governmental authority or damaged beyond repair, you will immediately notify us in writing and, at our option you will, at your cost, within 30 days after such event, either: (a) replace the affected item with a comparable item acceptable to us, or (b) for each affected item of Equipment (calculated on the pro rata cost of the affected item(s) as compared to the total cost of all items on the Schedule), pay us the total of the Stipulated Loss Value for each such item of Equipment. Upon our receipt of such Stipulated Loss Value, we will then notify you of the applicable reduction of rent and transfer to you all our rights, title and interest in the affected item(s) of Equipment AS-IS AND WHERE-IS, WITHOUT ANY RECOURSE TO OR WARRANTY FROM US, EXPRESS OR IMPLIED AS TO THE MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SUITABILITY, OR OTHERWISE. Insurance proceeds will be applied toward repair, replacement or payment owing to us, as applicable.

9. INSURANCE. You agree, at your cost, to: (a) keep the Equipment insured against all risks of physical loss or damage for its full replacement value, naming us as loss payee (with a lender's loss payable endorsement if required by us); and (b) maintain commercial general liability insurance, covering personal injury and property damage in amounts acceptable to us, naming us as additional insured. All insurance policies must be issued by insurance carriers acceptable to us, must provide us with not less than 15 days' prior written notice of cancellation, non-renewal or amendment, and must provide deductible amounts acceptable to us. You hereby appoint us as your attorney-in-fact to make proof of loss and claims for insurance, to make adjustments with insurers and to receive payment of and execute or endorse all documents, checks or drafts in connection with payments made as a result of such insurance policies. Property insurance proceeds shall be payable to us irrespective of any breach of warranty or other of your acts or omissions and no insurance shall be subject to any co-insurance clause. Promptly upon our request you agree to deliver to us evidence of insurance reasonably satisfactory to us, including evidence of renewal and replacement coverage.

10. NET LEASE; UNCONDITIONAL OBLIGATION. Each Lease is a net lease. WE HAVE NOT SELECTED THE EQUIPMENT. THE SUPPLIER AND ITS REPRESENTATIVES ARE NOT OUR AGENTS AND ARE NOT AUTHORIZED TO MODIFY THE TERMS OF ANY LEASE. WE MAKE NO WARRANTIES TO YOU, EXPRESS OR IMPLIED, AS TO THE EQUIPMENT'S MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, SUITABILITY, OR OTHERWISE. YOUR PAYMENT OBLIGATIONS ARE ABSOLUTE AND UNCONDITIONAL AND YOU HAVE NO RIGHT TO CANCEL ANY LEASE ONCE SIGNED, OR REDUCE OR SET-OFF AGAINST ANY PAYMENT FOR ANY REASON WHATSOEVER INCLUDING, WITHOUT LIMITATION, FAILURE, LOSS OR DAMAGE OF, OR TO, ANY EQUIPMENT. WE SHALL NOT BE LIABLE TO YOU FOR ANY LOSSES, DAMAGES, OR EXPENSES OF ANY KIND OR NATURE CAUSED, DIRECTLY OR INDIRECTLY, BY ANY EQUIPMENT OR THE USE, INABILITY TO USE, OR MAINTENANCE OF ANY EQUIPMENT, OR THE REPAIR, SERVICE OR ADJUSTMENT THEREOF, OR FOR ANY LOSS OF BUSINESS HOWSOEVER CAUSED. If any Supplier fails to provide any service or fulfill any other obligation to you, you shall not make any claim against us and shall continue to fully perform your obligations to us under each Lease.

11. REPRESENTATIONS, WARRANTIES AND COVENANTS. You hereby represent and warrant to us that, on the date hereof and on the date of execution of each Schedule, and you covenant that: (a) you have the authority to enter into, and perform all of your obligations under, each Lease, and all related documents (together, the "**Documents**"); (b) you have duly authorized, executed and delivered the Documents; (c) the Documents constitute valid, legal and binding agreements, enforceable in accordance with their terms; (d) no approval or consent is required from any governmental authority or other lender with respect to your entry into or performance of the Documents except such as have already been obtained and disclosed to us; (e) your execution and performance of the Documents will not: (i) violate any judgment, order, law or regulation applicable to you or any provision of your organizational documents or any other financing arrangement to which you are a party; or (ii) result in any breach of, constitute a default under, or result in the creation of any lien or other encumbrance upon any Equipment pursuant to, any agreement or instrument (other than in favor of us) to which you are a party; (f) there are no suits or proceedings pending or threatened in court or before any commission, board or other administrative agency against or affecting you, which may have a material adverse effect on your ability to fulfill your obligations under the Documents; (g) the Equipment is and will remain tangible personal property; (h) your exact legal name is as set forth in the signature block on the first page of this Master Lease; (i) you are and will be at all times validly existing and in good standing under the laws of the State of your organization; (j) you are and will remain duly qualified to do business in each jurisdiction where Equipment is located and wherever necessary to conduct your business; (k) you are and will remain in compliance with all laws, rules and regulations applicable to the operation of your business, the Equipment and/or its use, and at your cost you shall make all modifications and improvements to the Equipment required by law; (l) you and each person who you control or own a controlling interest in, or who owns a controlling interest in or otherwise controls you (collectively, "Representatives") are and will remain in compliance with all laws, rules, regulations and orders concerning sanctions, embargoes, and the prevention and detection of corruption, bribery, money laundering and terrorism; and (m) neither you nor any of your Representatives does or will do business in, or is or will be located in a jurisdiction subject to any territorial or country-based sanctions program or listed on any sanctions-related list of designated persons maintained or enforced by the United States government or any other jurisdiction in which you or your Representatives are located or operate or which has authority over you or your Representatives.

12. DEFAULT. You will be in default under a Lease if: (a) you fail to make any payment under any Lease within 10 days of the due date; (b) you or any guarantor of your obligations under any Document ("**Guarantor**") breach any other obligation under any Document or guaranty and fail to correct such violation within 10 days following notice; (c) you or a Guarantor becomes insolvent, are liquidated or dissolved, stop doing business or assign your or such Guarantor's rights or property for the benefit of creditors, or a petition is filed by or against you or any Guarantor under any bankruptcy or insolvency law; (d) you or any Guarantor default under any other agreement now existing or hereafter entered into with us or any material agreement with any of our affiliates or any third party lender, lessor, or creditor; (e) any representation made or information provided by you or a Guarantor in connection with any Document or guaranty is or will be false or misleading in any material respect; (f) any Equipment is illegally used; (g) without our prior written consent, you or any Guarantor or any Person that directly or indirectly controls you or any Guarantor (1) experiences a change in control or material change in ownership (whether in one or multiple transactions), (2) transfers substantially all of your or such Guarantor's assets, (3) merges or consolidates with another Person, or (4) experiences a division or divisive merger; (h) if you are a sole proprietorship or a partnership, you, or any partner, as applicable, die or have a guardian appointed; (i) any individual Guarantor dies or has a guardian appointed; (j) you or any Guarantor suffers a material adverse change in your or their financial condition; or (k) you default under any software license or similar agreement financed by us or subject to our security interest. **Time is of the essence regarding performance of your Lease obligations.**

13. REMEDIES. If you default, we may, in our sole discretion, do one or more of the following: (a) recover from you, AS LIQUIDATED DAMAGES FOR LOSS OF BENEFIT OF THE BARGAIN AND NOT AS A PENALTY, the Stipulated Loss Value, which amount shall be due upon demand; (b) declare any other agreements between you and us in default; (c) require you to return all of the Equipment at your cost to a place designated by us in the manner described in the applicable

Lease; (d) we or our agent may enter the property where the Equipment is located, with or without legal process, and repossess or disable the Equipment and you waive and will not make any claims against us for damages, for trespass or for any other reason, and upon recovery of the Equipment, we will not be held responsible for any losses directly or indirectly arising out of, or by reason of the presence and/or use of, any and all information residing on or within the Equipment; (e) lease or sell the Equipment or any portion thereof, and we may apply the proceeds as may be acceptable to us to the extent permitted by applicable law; (f) charge you interest on all amounts due to us from the due date until date of payment at the rate of 1.5% per month, but in no event more than the lawful maximum rate; (g) charge you for expenses incurred in connection with the enforcement of our remedies including, without limitation, repossession, repair and collection costs, attorneys' fees and court costs; and (h) cancel or terminate any Lease. These remedies are cumulative and nonexclusive of any other rights and remedies at law or in equity and may be exercised individually or concurrently. No failure or delay by us to exercise any right nor any course of dealing will operate as a waiver of any other right or remedy. To the extent permitted by applicable law, you hereby waive any rights now or hereafter conferred by statute or otherwise that may limit or modify any of our rights or remedies under any Lease, including any rights you may have which require us to sell any Equipment to mitigate damages or provide you with notices of default, intent to accelerate amounts becoming due or acceleration of such amounts.

14. REMOVAL OF DATA. You are solely responsible for removing all data from any digital storage device, hard drive or other electronic medium prior to returning or disposing of any Equipment (and you are solely responsible for selecting an appropriate removal standard that meets your business needs and complies with applicable laws). We shall not be liable for any losses, directly or indirectly arising out of, or by reason of the presence and/or use of any information, images or content retained by or resident in any Equipment returned to us or repossessed by us.

15. ASSIGNMENT. You may not assign, sell, transfer, encumber or dispose of any rights or obligations under the Lease or sub-lease the Equipment. Notwithstanding the foregoing or any other terms herein to the contrary, if the Equipment includes any power golf carts, You may rent such cart(s) on a daily or per-round basis to Your patrons at the Equipment Location listed on the applicable Schedule, provided that you shall collect from such patrons all sales and use taxes due in connection with such rentals and remit such taxes to the appropriate taxing authorities, and you shall continue performing all your obligations under the applicable Lease. We may, without notifying you, sell, assign or encumber any or all of our interest in any Lease and/or our interest in any Equipment. If we sell, assign or encumber a Lease, the buyer, assignee or secured party will have all of our rights under the Lease, but none of our obligations, unless expressly assumed by them. You will pay all Payments under any assigned Lease to the assignee if you receive written instructions from us to do so. You agree not to assert against any buyer, assignee or secured party, any claims, offsets or defenses you may have against us.

16. NOTICES. Notices must be in writing and will be deemed given 5 days after mailing first class or sent by recognized overnight courier to the recipient's address set forth above or at such other address as may be last known to the sender.

17. INFORMATION. We may receive from and disclose to any Person, including, without limiting any affiliate of ours, and any credit reporting agency whether or not related to us, for any purpose, information about your accounts, credit application and credit experience with us and you authorize any Person to release to us or any affiliate of ours on a "need to know" basis, any information related to your accounts, credit experience and account information. This shall be continuing authorization for all present and future disclosures of your account information, credit application and credit experience made by us, or any Person requested to release such information to us.

18. LIMITATIONS ON CHARGES. Any part of any Lease that could, but for this Section, be read under any circumstance to allow for a charge higher than that allowable under any applicable legal limit, is limited and modified by this Section to limit the amounts chargeable under the Lease to the maximum amount allowed under the legal limit. Any amount received by us in excess of that legally allowed will at our sole discretion be applied by us to the payment of amounts legally owed under the Lease or refunded to you.

19. EXECUTION AND TRANSMISSION OF DOCUMENTATION. We may, in our sole discretion, accept a photocopy, electronically transmitted, facsimile, or other reproduction (any a "**Counterpart**") of this Master Lease and any other Documents as the binding and effective record of such Documents whether or not a manually signed copy hereof or thereof is also received by us. Counterparts may, in our sole discretion, be executed manually or by electronic means by either party. No Document requiring our signature is binding on us until we sign it. When a Counterpart of a Document showing your signature is signed by us (manually or electronically), then the Counterpart bearing our signature, if executed by us manually, or the Counterpart electronically maintained by us, if executed by us electronically, shall constitute the sole original document for all purposes and shall constitute the authoritative record of such Document for the purposes of establishing the provisions of such Document and to the extent that such Document constitutes chattel paper as that term is defined in the UCC, perfection of a security interest by possession or control may only be accomplished by possession or control of such Counterpart. You agree not to raise as a defense to the enforcement of any Document that it was executed by electronic means by either party or transmitted to us by facsimile or other electronic means.

20. SURVIVAL. Your representations, warranties, indemnification obligations, and your obligations to pay or reimburse us for any taxes or any other amounts due by you with respect to a Lease, as such representations, warranties, and obligations are set forth in this Master Lease and any Lease, shall survive the expiration, cancellation or termination of this Master Lease and any Lease.

21. JURY TRIAL WAIVER; APPLICABLE LAW, VENUE. ALL PARTIES WAIVE ALL RIGHTS TO A TRIAL BY JURY IN ANY ACTION, SUIT, OR PROCEEDING ARISING OUT OF, IN CONNECTION WITH OR RELATING TO ANY EQUIPMENT, THIS MASTER LEASE, ANY LEASE, ANY OTHER DOCUMENT OR ANY TRANSACTION CONTEMPLATED HEREBY OR THEREBY. THIS MASTER LEASE AND EACH OTHER DOCUMENT WILL BE GOVERNED BY THE SUBSTANTIVE LAWS OF THE STATE OF IOWA, AND ANY LEGAL ACTION OR PROCEEDING MAY BE BROUGHT IN THE FEDERAL OR STATE COURTS OF IOWA. YOU AGREE THAT IN NO EVENT SHALL YOU HAVE A REMEDY OF, AND IN NO EVENT SHALL WE BE LIABLE TO YOU FOR, INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES OR PUNITIVE OR EXEMPLARY DAMAGES, AND YOU HEREBY EXPRESSLY WAIVE ANY RIGHT OR CLAIM TO PUNITIVE OR EXEMPLARY DAMAGES.

22. MISCELLANEOUS. If a court finds any provision of the Lease to be unenforceable, all other terms will remain in effect and enforceable. You authorize us to insert or correct missing or incorrect information on the Lease, including your proper legal name, serial numbers and any other information describing the Equipment. You have no right to terminate or prepay any Lease or any Payments. If you so request, and we permit, the early termination or prepayment of a Lease, you agree to pay a fee determined by us for such privilege. YOU HEREBY ACKNOWLEDGE AND CONFIRM THAT YOU HAVE NOT RECEIVED ANY LEGAL, TAX, FINANCIAL OR ACCOUNTING ADVICE FROM US OR ANY SUPPLIER. You shall furnish us with current financial statements, any other financial information and/or information regarding your business and its owners and affiliates as we may reasonably request from time to time. You agree to promptly execute and deliver to us such further documents, and take such further action as we may request, in order to carry out more effectively the intent and purpose of this Master Agreement and any Schedule and/or comply with laws or regulations applicable to us, you, the Equipment and/or the Lease. You acknowledge that we may incur out-of-pocket costs and expenses in connection with the transactions contemplated by each Lease, and accordingly agree upon our request to pay (or reimburse us for) the reasonable costs and expenses related to (a) filing any financing, continuation or termination statements; (b) any title and lien searches with respect to a Lease and the Equipment; (c) documentary stamp taxes relating to a Lease; and (d) procuring your and any Guarantor's certified charter documents and good standing certificates. Restrictive endorsements on checks you send to us will not reduce your obligations to us. We may charge you a return check or non-sufficient funds charge for any check that is returned by the bank for any reason (not to exceed the maximum amount permitted by law). You will notify us in advance of any proposed change in your legal name, your address, your type of legal entity or your state of incorporation or formation. Credit of your payments toward the amounts you owe on your Leases will not occur until final payment has cleared through your bank and may also be delayed if payment is not received at the correct payment address. You shall remit payments in the form of direct debit, wire transfers, or your company's checks. You agree that the fees and other amounts payable by you under this Master Lease and any Lease may include a profit to us. ANY AGREEMENT REACHED BY THE PARTIES ON THE SUBJECT MATTER HEREOF ARE CONTAINED IN THE MASTER LEASE AND THE APPLICABLE SCHEDULE, WHICH INCORPORATE THE COMPLETE AND EXCLUSIVE STATEMENT OF THE AGREEMENT BETWEEN THE PARTIES, EXCEPT AS THE PARTIES MAY LATER AGREE TO MODIFY IN A WRITING SIGNED BY US. ORAL AGREEMENTS OR COMMITMENTS TO MODIFY SUCH DOCUMENTS, OR TO FORBEAR FROM ENFORCING REPAYMENT OF THE SAME, ARE NOT ENFORCEABLE.

Name and Address of Lessee:
Portland, City of
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

Re: **Master Lease Agreement No. 603-0320844** dated April 14, 2026

"**Lessor**" means Country Club Enterprises LLC together with its successor and assigns, and is also referred to as "**we**", "**us**" and "**our**." "**Lessee**" means the above referenced entity or sole proprietorship and any other entity or sole proprietorship listed as a Lessee in the signature blocks below, and is also referred to as "you" and "your." This Amendment (this "**Amendment**") is entered into as of **April 23, 2026** between you and us in connection with that certain Master Lease Agreement No. **603-0320844** (the "**Master Agreement**"). The terms of this Amendment are hereby incorporated into the Master Agreement as though fully set forth therein. Capitalized terms used but not defined herein shall have meanings given to them in the Master Agreement.

For good and valuable consideration and intending to be legally bound, you and we agree as follows:

A. Amendment to the Master Agreement.

1. **COMMENCEMENT.** Sentence 1 of Section 2 is hereby amended and restated in its entirety as follows:

   "The commencement of a Lease (the "**Commencement Date**") will be the date that you accept the Equipment or any later date that we designate."

2. **COMMENCEMENT.** Sentence 3 of Section 2 is hereby amended and restated in its entirety as follows:

   "If you signed a purchase order or similar agreement for the purchase of the Equipment, by signing a Schedule you assign to us all of your rights, but none of your obligations under it, however, your rights to enforce such purchase order are not limited hereby and are provided to you per our assignment to you set forth in Section 6 hereof."

3. **LEASE PAYMENTS.** Sentence 4 of Section 3 which reads as the following, is hereby deleted and of no further force or effect:

   "If there are changes in the type or amount or cost of the Equipment or the calculation of related sales or other taxes, you authorize us to adjust the Payments to maintain our after tax economic yield and cash flow so long as the change is not more than 15% of the original Payment amount."

4. **OWNERSHIP, SECURITY INTEREST, USE, MAINTENANCE AND REPAIR**. Sentence 8(d), (e), (i), and (j) of Section 6 are hereby amended and restated in their entirety as follows:

   "(d) except to the extent performed by Supplier pursuant to a separate maintenance or service agreement, at your cost, keep the Equipment repaired and maintained in good working order as when originally delivered to you (absent only ordinary wear and tear) and as required by the manufacturer's warranty, certification and standard full service maintenance contract;"

   "(e) except to the extent performed by Supplier pursuant to a separate maintenance or service agreement, at your cost, furnish and replace all parts of the Equipment as may from time to time become worn out, damaged or unfit for use;"

   "(i) except to the extent performed by Supplier pursuant to a separate maintenance or service agreement, at your cost, mark and identify the Equipment with all information and in such manner as we may request from time to time and replace promptly any such markings or identification which are removed, defaced or destroyed and not permit the name of any person, association or corporation other than your name or our name to be placed on the Equipment as a designation that might be interpreted as a claim of ownership or security interest;"

   "(j) except to the extent performed by Supplier pursuant to a separate maintenance or service agreement, pay all shipping and delivery charges and other expenses incurred in connection with the Equipment and pay all lawful claims, whether for labor, materials, supplies, rent, assessments, taxes or services, which might or could if unpaid become a lien on the Equipment."

5. **INDEMNITY.** Section 7 is hereby amended and restated in its entirety as follows:

   "EACH PARTY AGREES TO DEFEND AND INDEMNIFY THE OTHER PARTY FOR ALL LOSSES, DAMAGES, CLAIMS, LIABILITIES, OBLIGATIONS, SUITS, TOLLS, FEES, INJURIES, COSTS AND REASONABLE ATTORNEYS' FEES, OR THE LIKE, WHETHER BASED ON A THEORY OF NEGLIGENCE, TORT, STRICT LIABILITY OR OTHERWISE, INCURRED, CAUSED OR ASSERTED BY ANY PERSON, IN ANY MANNER RELATING TO THE LEASE OR THE EQUIPMENT including, without limitation, the manufacture, purchase, lease, financing, selection, ownership, delivery, possession, use, storage, operation, condition, maintenance, repair, return or other disposition thereof; provided that the basis of such claims arose during the Term of the applicable Lease, including any extension or renewal term thereof. Nothing in this lease agreement shall be deemed a waiver of the immunities and limitations of liability available to the City under the Maine Tort Claims Act, 14 M.R.S. § 8101 et seq, other statutory law, judicial precedent, common law, or any other defenses, immunities or limitations of liability available to the City."

6. **LOSS OR DAMAGE.** Sentence 1 of Section 8 is hereby amended and restated in its entirety as follows:

"Upon acceptance of the Equipment by you, You assume all risks of loss, theft, governmental taking, damage to or destruction of the Equipment until returned in accordance with the requirements of the applicable Lease."

7. **INSURANCE.** Sentence 2 of Section 9 is hereby amended and restated in its entirety as follows:

"All insurance policies must be issued by insurance carriers rated A- or better by A.M. Best Company, must provide us with not less than 15 days' prior written notice of cancellation, non-renewal or amendment, and must provide deductible amounts acceptable to us."

8. **INSURANCE.** Sentence 3 of Section 9 is hereby amended and restated in its entirety as follows:

"If you are in default under a Lease, You hereby appoint us as your attorney-in-fact to make proof of loss and claims for insurance, to make adjustments with insurers and to receive payment of and execute or endorse all documents, checks or drafts in connection with payments made as a result of such insurance policies."

9. **INSURANCE.** The following language is hereby added to the end of Section 9:

"The City agrees to maintain general liability, covering personal injury and property damage in amounts not less than $400,000, naming the Lessor as member and loss payee. Prior to the execution of this Agreement, the Lessor will procure and maintain: Occurrence based Commercial General Liability Insurance coverage in amounts of not less than One Million Dollars ($1,000,000.00) per occurrence for bodily injury, death and property damage, including completed operations coverage for no less than two years following completion of the Work; Occurrence-based Automobile Liability Insurance coverage in amounts of not less than One Million Dollars ($1,000,000.00) per occurrence for bodily injury, death and property damage; Workers' Compensation Insurance coverage to the extent required by law, which shall include an endorsement waiving all rights of subrogation against the City of Portland, its officers or employees; With respect to the Commercial General Liability and Automobile Liability Insurance, the Lessor shall name the City of Portland as an additional insured for coverage for claims for which the City does not have governmental immunity, including, without limitation, those areas where government immunity has been expressly waived as set forth in 14 M.R.S. A. § 8104-A, as limited by § 8104-B, and § 8111. This provision shall not be deemed a waiver of any defenses, immunities or limitations of liability or damages available to the CITY under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, common law, or any other defenses, immunities or limitations of liability available to the CITY. Prior to execution of this Agreement, the Lessor shall furnish the CITY and thereafter maintain certificates evidencing all such coverages, which certificates shall guarantee thirty (30) days' notice to the CITY of termination of insurance from the insurance provider or agent. Lessor shall also provide a copy of any endorsement naming the CITY as additional insured. The Workers' Compensation insurance shall include an endorsement waiving all rights of subrogation against the City of Portland, its officers or employees. Upon CITY'S request, Lessor shall provide CITY with a complete copy of any of the above-referenced policies. Lessor shall be responsible for any and all deductibles and/or self-insured retentions (not to exceed $10,000.00 without prior written approval of Corporation Counsel). CITY's acceptance or lack of acceptance of Lessor's Certificate of Insurance or other evidence of insurance shall not be construed as a waiver of the Lessor's obligation to obtain and maintain such insurance as required by this agreement. If the Lessor maintains broader coverage and/or higher limits than the minimum shown above, the CITY requires and shall be entitled to the broader coverage and/or higher limits maintained by the Lessor."

10. **ASSIGNMENT.** Sentence 3 of Section 15 is hereby amended and restated in its entirety as follows:

"We may, without notifying you, sell, assign or encumber any or all of our interest in any Lease and/or our interest in any Equipment provided that we will notify you if administration of a Lease is being transferred to the assignee."

11. **ASSIGNMENT.** Sentence 4 of Section 15 is hereby amended and restated in its entirety as follows:

"If we sell, assign or encumber a Lease, the buyer, assignee or secured party will have all of our rights under the Lease, but none of our obligations, unless expressly assumed by them."

12. **JURY TRIAL WAIVER; APPLICABLE LAW, VENUE**. Sentence 2 of Section 21 is hereby amended and restated in its entirety as follows:

"THIS MASTER LEASE AND EACH OTHER DOCUMENT WILL BE GOVERNED BY THE SUBSTANTIVE LAWS OF THE STATE OF MAINE, AND ANY LEGAL ACTION OR PROCEEDING MAY BE BROUGHT IN THE FEDERAL OR STATE COURTS OF CUMBERLAND COUNTY MAINE."

13. **JURY TRIAL WAIVER; APPLICABLE LAW, VENUE**. Sentence 3 of Section 21 is hereby amended and restated in its entirety as follows:

"BOTH PARTIES AGREE THAT, EXCEPT FOR YOUR INDEMNITY OBLIGATIONS UNDER THIS MASTER LEASE, NEITHER PARTY SHALL HAVE A REMEDY OF OR BE LIABLE TO THE OTHER PARTY FOR INDIRECT, SPECIAL OR CONSEQUENTIAL DAMAGES OR PUNITIVE OR EXEMPLARY DAMAGES, AND EACH PARTY EXPRESSLY WAIVES ANY RIGHT OR CLAIM TO PUNITIVE OR EXEMPLARY DAMAGES (EXCEPT TO THE EXTENT PAYABLE BY YOU PURSUANT TO YOUR INDEMNITY OBLIGATIONS UNDER THIS MASTER LEASE)."

14. **MISCELLANEOUS.** Sentence 3 of Section 22 is hereby amended and restated in its entirety as follows:

"Except as otherwise provided in a Schedule, You have no right to terminate or prepay any Lease or any Payments."

15. **MISCELLANEOUS.** Sentence 4 of Section 22 which reads as the following, is hereby deleted and of no further force or effect:

"If you so request, and we permit, the early termination or prepayment of a Lease, you agree to pay a fee determined by us for such privilege."

16. **MISCELLANEOUS.** Sentence 10 of Section 22 which reads as the following, is hereby deleted and of no further force or effect:

"We may charge you a return check or non-sufficient funds charge for any check that is returned by the bank for any reason (not to exceed the maximum amount permitted by law)."

B. Limitations. The amendments set forth herein are limited precisely as written and shall not be deemed to (a) be a consent to, or waiver or modification of, any other term or condition of the Master Agreement, or (b) prejudice any right or rights which we may now have or may have in the future under or in connection with the Master Agreement or any of the other documents referred to therein. Except as expressly modified hereby or by express written amendments thereof, the terms and provisions of the Master Agreement or any other documents or instruments executed in connection with the foregoing are and shall remain in full force and effect. In the event of a conflict between this Amendment and any of the foregoing documents, the terms of this Amendment shall be controlling.

C. Entire Agreement. This Amendment and the documents referred to herein represent your and our entire understanding regarding the subject matter hereof and supersede all of your and our prior and contemporaneous oral and written agreements with respect to the subject matter hereof.

D. Counterparts. This Amendment may be executed in any number of counterparts and by different parties on separate counterparts and all of such counterparts shall together constitute one and the same instrument. Except as expressly modified hereby, all terms and provisions of the Master Agreement shall remain in full force and effect. This Amendment is not binding or effective with respect to the Master Agreement until executed by your and our respective authorized representatives.

IN WITNESS WHEREOF, you and we have caused this Amendment to be executed by each of our respective duly authorized representatives as of the date first above written.

COUNTRY CLUB ENTERPRISES LLC	**LESSEE: Portland, City of**
Signature of authorized signer	Signature of authorized signer
Print Name and Title	Print Name and Title
Date	Date

State and Local Government Addendum

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Agreement Number **603-0320844-000** dated as of **April 14, 2026**

Name and Address of Customer:
PORTLAND, CITY OF
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

This Addendum (this "Addendum") between the above-referenced customer ("Customer") and COUNTRY CLUB ENTERPRISES LLC ("Company") is made and entered into as of the date of the financing arrangement corresponding to the account number set forth above (the "Agreement").

1. INCORPORATION AND EFFECT. This Addendum is hereby made a part of, and incorporated into, the Agreement as though fully set forth therein. As modified or supplemented by the terms set forth herein, the provisions of the Agreement shall remain in full force and effect, provided that, in the event of a conflict between any provision of this Addendum and any provision of the Agreement, the provision of this Addendum shall control.

2. GOVERNMENTAL PROVISIONS. Customer hereby represents, warrants and covenants to Company that: (a) Customer intends, subject only to the provisions of this Addendum, to remit to Company all sums due and to become due under the Agreement for the full term; (b) Customer's governing body has appropriated sufficient funds to pay all payments and other amounts due during Customer's current fiscal period; (c) Customer reasonably believes that legally available funds in an amount sufficient to make all payments for the full term of the Agreement can be obtained; and (d) Customer intends to do all things lawfully within its power to obtain and maintain funds from which payments due under the Agreement may be made, including making provision for such payments to the extent necessary in each budget or appropriation request submitted and adopted in accordance with applicable law. If Customer's governing body fails to appropriate sufficient funds to pay all payments and other amounts due and to become due under the Agreement in Customer's next fiscal period ("Non-Appropriation"), then (i) Customer shall promptly notify Company of such Non-Appropriation, (ii) the Agreement will terminate as of the last day of the fiscal period for which appropriations were received, and (iii) Customer shall return the Equipment to Company pursuant to the terms of the Agreement. Customer's obligations under the Agreement shall constitute a current expense and shall not in any way be construed to be a debt in contravention of any applicable constitutional or statutory limitations or requirements concerning Customer's creation of indebtedness or require voter approval, nor shall anything contained herein constitute a pledge of Customer's general tax revenues, funds or monies. Customer further represents, warrants and covenants to Company that: (a) Customer has the power and authority under applicable law to enter into the Agreement and this Addendum and the transactions contemplated hereby and thereby and to perform all of its obligations hereunder and thereunder, (b) Customer has duly authorized the execution and delivery of the Agreement and this Addendum by appropriate official action of its governing body and has obtained such other authorizations, consents and/or approvals as are necessary to consummate the Agreement and this Addendum, (c) all legal and other requirements have been met, and procedures have occurred, to render the Agreement and this Addendum enforceable against Customer in accordance with their respective terms, and (d) Customer has complied with all public bidding requirements applicable to the Agreement and this Addendum and the transactions contemplated hereby and thereby.

3. LIMITATIONS. The parties intend that the collection of any damages, the exercise of any remedy, the enforceability of any indemnity, and any requirements of Customer relative to Non-Appropriation set forth in the Agreement or in this Addendum are subject to any limitations imposed by applicable law. To the extent Company's remedies for a Customer default under the Agreement include any right to accelerate amounts to become due under the Agreement, such acceleration shall be limited to amounts to become due during Customer's then current fiscal period.

4. CHOICE OF GOVERNING LAW. Notwithstanding anything in the Agreement to the contrary, the Agreement and this Addendum shall be governed by, construed and enforced in accordance with the laws of the state in which Customer is located and the parties agree to the non-exclusive jurisdiction and venue of the state and federal courts in such state.

5. MISCELLANEOUS. This Addendum, together with the provisions of the Agreement not expressly inconsistent herewith, constitutes the entire agreement between the parties with respect to the matters addressed herein, and shall supersede all prior oral or written negotiations, understandings and commitments regarding such matters. Company may in its sole discretion, accept a photocopy, electronically transmitted, facsimile or other reproduction of this Addendum as the binding and effective record of this Addendum whether or not an ink signed copy hereof is also received by Company from Customer.

IN WITNESS WHEREOF, Customer and Company have caused this Addendum to be executed by their duly authorized representatives as of the date first above written.

Company: **COUNTRY CLUB ENTERPRISES LLC**

Signature of authorized signer

Print Name and Title

Customer: **PORTLAND, CITY OF**

Signature of authorized signer

Print Name and Title

Equipment Schedule

FMV Purchase Option Lease

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Equipment Schedule Number **603-0320844-000** dated as of **April 14, 2026** to
Master Agreement Number **603-0320844** dated as of **April 14, 2026**

Name and Address of Lessee:
PORTLAND, CITY OF
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

"Master Agreement" means that certain master agreement between you and us which has been assigned an account number corresponding to the Master Agreement Number referenced above. **"Schedule"** means this Equipment Schedule. **"Lessee"** means the above referenced entity or sole proprietorship and any other entity or sole proprietorship listed as a Lessee in the signature blocks below, and is also referred to as **"you"** and **"your."** Each entity that signs below as Lessee agrees that its liability in connection with this Schedule is joint and several. The terms and conditions of the Master Agreement are incorporated into this Schedule, and together, this Schedule and the Master Agreement as it relates to this Schedule, constitute a lease ("**Lease**") between us and you for the Equipment described in this Schedule, provided however, that if the Lessor named above is not the lessor named in the Master Agreement, then, for purposes of the Lease evidenced by this Schedule, all references to the "**lessor**", "**we**" or "**us**" in said Master Agreement shall be deemed to refer to the Lessor named above. **"Payment"** shall mean any "**Payment**" or "**Lease Payment**" as such term is defined in the applicable Master Agreement, and shall be in the amount set forth in Section B herein. Capitalized terms used but not defined herein shall have the meanings given to them in the Master Agreement.

A. EQUIPMENT. Pursuant to the terms of the Lease, we agree to acquire and lease to you the Equipment listed below:

☒ See attached Schedule A.

Equipment Location: 1158 RIVERSIDE ST, PORTLAND, ME 04103-1064

THE PARTIES INTEND THIS LEASE TO BE A "FINANCE LEASE" UNDER ARTICLE 2A OF THE UNIFORM COMMERCIAL CODE ("UCC"). YOU WAIVE ALL RIGHTS AND REMEDIES CONFERRED UPON A LESSEE BY ARTICLE 2A OF THE UCC.

B. FINANCIAL TERMS

1. Term (No. of Months): 53 2. Payment: See attached Payment Schedule 3. Frequency of Payment: Monthly (in Arrears) 4. Administrative Fee: $200.00 (will be billed on your first invoice) 5. Lessee Purchase Order # (for invoicing purposes only):	6. Purchase Option Price at end of Term (plus taxes): Fair Market Value 7. Approval Expiration Date: July 13, 2026

*In states assessing upfront sales tax and use tax, if you choose to include such tax amount as part of the Lease, your Payment, starting with the first invoice, will be adjusted to reflect such tax as a component of the total amount funded by us under this Lease. In other states, the applicable sales tax and use tax is charged on a periodic basis, and will be included on your invoice. **If you are exempt from paying sales and use tax you shall provide to us a valid exemption certificate prior to the Commencement Date.**

C. APPROVAL EXPIRATION DATE. If the Commencement Date does not take place on or before the Approval Expiration Date set forth above, we may either terminate the Schedule, in which case you will pay us all amounts we have paid on account of any Equipment, or extend the Approval Expiration Date, provided that in consideration of any such extension, we reserve the right to adjust the lease rate factor and your Payments to maintain our after tax economic yield and cash flow. However, no such modifications will be binding on you unless and until you execute the modified Schedule (or other document containing all such modifications).

D. PURCHASE OPTION. Provided no default exists hereunder, upon not less than 90 days nor more than 180 days, prior written notice to us, at Lease expiration you will either (1) return all, but not less than all, of the Equipment; or (2) purchase all, but not less than all, of the Equipment AS-IS AND WHERE-IS, WITHOUT ANY RECOURSE TO OR WARRANTY FROM US, EXPRESS OR IMPLIED, for cash equal to the Purchase Option Price, plus applicable sales and use and other taxes.

E. HOLDOVER RENT. If you do not purchase the Equipment at the end of the Term, extend the Term, or fully comply with the Lease return conditions, this Lease WILL CONTINUE ON A MONTH-TO-MONTH BASIS NOTWITHSTANDING ANY EXPIRATION, CANCELLATION OR TERMINATION OF THE TERM OF THIS LEASE and you will pay us the same Payments and other Lease charges as applied during the Term until the Equipment is returned to us or you pay us the applicable purchase price (plus applicable taxes) and the Payments shall be for the leasing of the Equipment and not be applied to the applicable purchase price. We may terminate such continued leasehold interest upon 30 days' notice to you.

F. PROPERTY TAX ADMINISTRATION. UNLESS THE EQUIPMENT IS TITLED, WE WILL FILE ALL PERSONAL PROPERTY TAX RETURNS COVERING THE EQUIPMENT AND WILL PAY THE PERSONAL PROPERTY TAXES LEVIED OR ASSESSED THEREON AND YOU WILL, PROMPTLY UPON DEMAND, PAY TO US, AS SUPPLEMENTAL RENT, AN AMOUNT EQUAL TO THE PROPERTY TAXES PAID BY US. IF THE EQUIPMENT IS TITLED, YOU AGREE TO FILE ALL PERSONAL PROPERTY TAX RETURNS ON THE APPLICABLE EQUIPMENT AND PROMPTLY PAY ALL PROPERTY TAXES WHICH MAY BE ASSESSED AGAINST SUCH EQUIPMENT, AND IF WE REQUEST, PROMPTLY PROVIDE US WITH PROOF OF SUCH PAYMENT. As compensation for our internal and external costs in the administration of taxes related to each unit of Equipment, you agree to pay us a tax administrative fee equal to $12 per unit of Equipment (not to exceed 10 units of Equipment) per year during the Term, not to exceed the maximum permitted by applicable law.

G. RETURN OF EQUIPMENT. If (1) a default occurs and we terminate the Lease, (2) you do not purchase the Equipment at the end of the Term, (3) you do not extend the Term, or (4) the Lease otherwise terminates, at your cost you will promptly (i) place the Equipment in good order and condition (except for ordinary wear and tear from normal use), (ii) cause the Equipment to be disassembled, deinstalled, inspected, tested and crated in accordance with the manufacturer's recommendations and any and all local, state and federal regulatory requirements then in effect, and (iii) immediately return the Equipment, freight and insurance prepaid, at your risk to any location and aboard any carrier we may designate in the continental United States. Any such Equipment will be accompanied by all accessories originally included with the Equipment, qualifies (if applicable) for continued maintenance under a manufacturer's service and maintenance contract, and includes the latest software release provided by the manufacturer or Supplier to you. You will continue to remit Payments until

THIS SCHEDULE INCLUDES THE TERMS ON THE ATTACHED PAGE(S).

THIS SCHEDULE SHALL NOT BE EFFECTIVE UNLESS AND UNTIL EXECUTED BY US.

IN WITNESS WHEREOF, Lessee and Lessor have caused this Schedule to be executed by their duly authorized representatives as of the date first above written.

Lessor: **COUNTRY CLUB ENTERPRISES LLC**

Signature of authorized signer

Print Name and Title

Lessee: **PORTLAND, CITY OF**

Signature of authorized signer

Print Name and Title

the first day of the month which follows the date the Equipment is received by us in the condition required by this Lease. You will pay us for any loss in value resulting from the failure to maintain the Equipment in accordance with the Lease and any Return Conditions described below or for damages incurred in shipping and handling.

Golf and Turf

In addition to the above provisions, you shall, at your expense, comply with the following return requirements. (a) At least 90 days and no more than 180 days prior to expiration or termination of the Lease: (i) ensure that the Equipment has been maintained, starts under its own power and is operating within manufacturer's specifications; and (ii) cause a manufacturer's representative or other qualified maintenance provider, acceptable to us, to perform a physical inspection and test of all the components and capabilities of the Equipment to ensure the Equipment conforms to the return provisions outlined herein. The results of the testing and appraisal, with necessary reconditioning, documenting that the Equipment meets the return conditions required herein are to be provided to us in a "Return Inspection Report" in form acceptable to us no later than 30 days prior to the return of the Equipment. In addition, if requested, you must make the Equipment available to us or our designee during regular working hours for a walk-around appraisal/inspection. If during such inspection the Equipment is found not to be in compliance with the above or any of the material or workmanship is found to be defective beyond ordinary wear and tear or the Equipment is not operating within manufacturer's specifications, then you shall make all necessary replacements and proper repairs at your expense, utilizing only original manufacturer approved parts and using generally accepted procedures to cause the Equipment to conform to the condition required herein. After corrective measures are completed, you will provide for a follow up inspection of the Equipment by the manufacturer's representative or other qualified maintenance provider as outlined in the preceding clause. (b) (i) **General Condition**: you will maintain the Equipment in a condition and manner suggested by the original manufacturer as required to validate any warranty, normal wear and tear expected. With respect to each unit, all components, covers, guards, parts, accessories and attachments for that item of Equipment must accompany the return properly installed, in good working order and with only minor sheet metal, plastic or cowling damage. No upholstery shall have any cut, tear or burn, there shall be no un-repaired damage to exterior or interior materials (including but not limited to, cabs, lights and other accessories) that exceeds $250 and all decals, numbers, customer identification, glue and adhesives shall have been removed in a workmanlike manner, and so as to not detract from the overall paint and appearance of the Equipment. Frame and structural members shall be structurally sound, without breaks, bends or cracks. All motors must operate smoothly without overheating, leaking, excessive smoking and with all original components attached (i.e. muffler, starter, etc.). All controls, whether electronic, hydraulic, or manual, must operate per manufacturer's specifications. The electrical system will be in good operating condition with wiring free of cuts, breaks or cracks, and batteries being able to maintain a charge in accordance with the original manufacturer's specifications. No battery shall have any dead cells, cracked case or be inoperative. All units must be able to move through normal speed ranges in both forward and reverse with no slipping or grabbing, steer normally right and left in both forward and reverse gears and able to stop with its service brakes in a safe distance in all directions. All units returned will be cleaned and cosmetically acceptable and have no excessive wear requiring material component repair or replacement resulting from a failure to perform the recommended maintenance per the customer operation/maintenance manual. All rust and corrosion must be properly removed and/or treated. All material (i.e., dirt, refuse, asphalt, gravel, etc.) must be properly removed from the Equipment and disposed of in accordance with all applicable federal, state and local laws and regulations. All safety equipment must be in proper working order. All internal fluids such as lube oil and hydraulic fluids are to be filled at operating levels and all filler caps are to be secured. All oil and grease seals must contain the lubrication within the manufacturer's designed reservoir and fluid lines will be free of any leaks, cuts and cracks. (ii) **Tires/Wheels/Tracks**: All tires shall be matched by type and tread design as when originally delivered, free of any cracks, cuts, rips or patches and must be serviceable, with at least 50% remaining tread, and able to retain proper air pressure. (iii) **Hydraulics**: all hydraulic pumps, cylinders and hoses must be functional and not be bent, nicked, gouged or leaking. All cutting units lower, turn on, run, raise and shut off as they are designed to do with all blades having at least 50% remaining life. (iv) **Battery Powered Golf Carts**: With respect to Equipment powered by lithium-ion batteries, at least 6 months but not more than 12 months prior to return of the Equipment, you will at your expense, provide a full performance report direct from the Battery Management System to determine if the batteries are eligible for warranty repair or replacement (i.e. that they maintain sufficient storage, output, etc.), and if so qualified, have the repair or replacement completed prior to return of the Equipment; further (1) each lithium-ion battery powered golf cart must be returned with batteries which are capable of sustaining a charge that will permit use of such Equipment for at least an 18 hole round, (2) batteries and chargers must be able to perform at 75% of rated capacity, and (3) all manufacturer warranties relating to the batteries must be fully transferable. (c) Each unit shall meet and conform to all applicable federal, state, and local health and safety laws and requirements, and, if applicable, have appropriate ANSI inspection certificates, permits and other certification necessary to operate the Equipment. Without limiting the foregoing, you shall maintain and provide to us written records of preventative maintenance and repairs, indicating date, and (hobbs) hour meter readings to show when such maintenance or repair work was performed. (d) YOU SHALL BE RESPONSIBLE TO RETURN THE EQUIPMENT FREE FROM CONTAMINATION OF ANY HAZARDOUS SUBSTANCE AND SHALL BE SOLELY RESPONSIBLE FOR ANY EXPENSES AND COSTS ASSOCIATED WITH THE CLEAN-UP THEREOF. FOR PURPOSES OF THIS LEASE, THE TERM "HAZARDOUS SUBSTANCE" SHALL MEAN AND INCLUDE ANY HAZARDOUS SUBSTANCE, HAZARDOUS WASTE, CONTAMINANT, TOXIC SUBSTANCE, AND/OR DANGEROUS GOODS WHICH IS/ARE REGULATED UNDER ANY ENVIRONMENTAL, HEALTH AND/OR SAFETY LAW, REGULATION, GUIDELINE, POLICY AND/OR BY-LAW, OR WHICH MAY FORM THE BASIS OF LIABILITY UNDER ANY SUCH LAW, REGULATION, GUIDELINE, POLICY AND/OR BY-LAW OR COMMON OR CIVIL LAW AND SHALL INCLUDE, WITHOUT LIMITATION, ASBESTOS, POLYCHLORINATED BIPHENYLS, UREA FORMALDEHYDE, AND/OR FLAMMABLE, EXPLOSIVE AND RADIOACTIVE SUBSTANCES.

H. TAX BENEFIT AND TAX INDEMNIFICATION. You agree that this Lease has been entered into on the assumption that we will be entitled to certain tax benefits available to the owner of the Equipment. You agree to indemnify us for the loss of any income tax benefits caused by your acts or omissions inconsistent with such assumption or the Lease. This indemnity continues beyond the expiration or other cancellation or termination of this Lease.
ALL TERMS AND CONDITIONS ON THIS SCHEDULE ARE BINDING UPON THE PARTIES HERETO. To the extent of any conflict or inconsistency between this Schedule and the Master Agreement, this Schedule will prevail, but only with respect to the Lease created hereunder. This Schedule is not binding or effective with respect to the Master Agreement or Equipment until executed on behalf of us and you by authorized representatives.

Equipment Schedule A

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Contract Number **603-0320844-000** dated as of **April 14, 2026** (the "**Agreement**")

Qty	Make	Model	Year	Equipment Type	Serial/VIN Number
1	Club Car	Carryall 500	2026	New Electric Utility Vehicle	
3	Club Car	Carryall 500	2026	New Electric Utility Vehicle	
1	Club Car	Carryall 500	2026	New Gas Utility Vehicle	
1	Club Car	Carryall 1500	2025	New Gas Utility Vehicle	
1	Club Car	Carryall 502	2026	New Gas Utility Vehicle	
2	Solo Rider	Golf Carts	2026	New Gas Golf Car	
80	Club Car	Tempo	2026	New Electric Golf Car	

Payment Schedule

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Account Number **603-0320844-000** dated as of **April 14, 2026** (the "Agreement")

Name and Address of Customer:
PORTLAND, CITY OF
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

Payment Number(s) and/or Due Date(s)	Payment Amount (plus applicable taxes)	Payment Frequency
6/ June 2026	$21,557.01	Monthly
5/ December 2026	$0.00	Monthly
6/ May 2027	$21,557.01	Monthly
6/ November 2027	$0.00	Monthly
6/ May 2028	$21,557.01	Monthly
6/ November 2028	$0.00	Monthly
6/ May 2029	$21,557.01	Monthly
6/ November 2029	$0.00	Monthly
6/ May 2030	$21,557.01	Monthly

Company: **COUNTRY CLUB ENTERPRISES LLC**

Signature of authorized signer

Print Name and Title

Customer: **PORTLAND, CITY OF**

Signature of authorized signer

Print Name and Title

FORM OF OPINION OF CUSTOMER'S COUNSEL

(PLEASE FURNISH THIS TEXT ON ATTORNEY'S LETTERHEAD)

April 14, 2026

Country Club Enterprises LLC
801 Walnut Street
3rd Floor
Des Moines, IA 50309

Ladies and Gentlemen:

As counsel for Portland, City of ("Customer"), I have examined that certain _____ thereto, each duly executed by Customer and dated _____ (collectively, the "Agreement"), between Customer and Country Club Enterprises LLC ("Company"), and the proceedings taken by the governing body of Customer to authorize on behalf of Customer the execution and delivery of the Agreement. Based upon the foregoing examination and upon an examination of such other documents and matters of law as I have deemed necessary or appropriate in connection with the execution and delivery of the Agreement by Customer, I am of the opinion that:

1. Customer is duly organized, validly existing and in good standing under the laws of the jurisdiction of its organization and has the requisite power and authority to execute and deliver the Agreement and to perform its obligations under the Agreement. The person signing the Agreement (a) has the authority to do so, (b) is acting with the full authorization of Customer's governing body, and (c) holds the office indicated below their signature. The signature of the person signing the Agreement is genuine.
2. The Agreement has been duly authorized, executed and delivered by Customer in accordance with all applicable laws, rules and regulations, and the Agreement constitutes a legal, valid and binding obligation of Customer, enforceable against Customer in accordance with its terms, subject to any applicable bankruptcy, insolvency, moratorium or other laws or equitable principles affecting the enforcement of creditors' rights generally.
3. The authorization, approval, execution and delivery of the Agreement and all other proceedings of Customer's governing body relating to the transactions contemplated by the Agreement have been performed in accordance with all open meeting laws, public bidding laws and all other applicable state laws and all actions, approvals, authorizations and consents necessary to authorize Customer's execution, delivery and performance of the Agreement have occurred or been obtained.
4. No litigation or proceeding is pending or, to the best of my knowledge, threatened to restrain or enjoin the execution, delivery or performance by Customer of the Agreement or in any way to contest the validity of the Agreement, to contest or question the creation or existence of Customer or its governing body or the authority or ability of Customer to execute or deliver the Agreement or to comply with or perform its obligations thereunder. There is no litigation pending or, to the best of my knowledge, threatened seeking to restrain or enjoin Customer from annually appropriating sufficient funds to make the payments contemplated by the Agreement.
5. The entering into and performance of the Agreement does not and will not violate any judgment, order, law or regulation applicable to Customer or result in any breach of, or constitute a default under, or result in the creation of any lien, charge, security interest or other encumbrance upon any assets of Customer or on the Equipment (as such term is defined in the Agreement) pursuant to any indenture, mortgage, deed of trust, bank loan or credit agreement or other instrument to which Customer is a party or by which it or its assets may be bound.
6. The Agreement does not constitute a debt of the Customer under applicable state law or a pledge of the tax or general revenues of the Customer, and the execution and delivery of the Agreement and the appropriation of monies to pay the payments coming due thereunder do not result in the violation of any constitutional, statutory or other limitation relating to the manner, form or amount of indebtedness or liabilities which may be incurred by Customer.
7. The Agreement is the complete and exclusive agreement between Customer and Company regarding Customer's financing of the equipment described therein. No other agreements, terms or conditions (including, without limitation, any terms or conditions set out in any solicitation, request for proposal, invitation to bid or contract award) are incorporated, by reference or otherwise, into the Agreement.
8. The Customer's name contained in the Agreement is the Customer's full, true and correct legal name.

This opinion may be relied upon by purchasers and assignees of Company's interests in the Agreement.

Respectfully submitted,

INSERT NAME OF LAW FIRM

_____

INSERT NAME OF ATTORNEY

Delivery and Acceptance Certificate

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Account Number **603-0320844-000** dated as of **April 14, 2026**

Name and Address of Customer:
PORTLAND, CITY OF
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

The Account Number referenced above corresponds to the applicable schedule entered into under a master lease or loan agreement or an individual lease or loan agreement, as the case may be (the "**Transaction**"). "**Equipment**" means the equipment and other property as described in the Transaction. **COUNTRY CLUB ENTERPRISES LLC** and its successors and assigns is the lessor or lender under the Transaction, and is also referred to as "**we**", "**us**" and "**our**". "**Customer**" means the above referenced entity or sole proprietorship and is the lessee or borrower under the Transaction and is also referred to as "**you**" and "**your**". Capitalized terms used but not defined herein shall have the meanings given to them in the Transaction**.** You hereby authorize us to insert or update the date set forth below with the best information we have available.

Pursuant to the provisions of the Transaction identified above, as of the date set forth below you, hereby certify and warrant to us that: (a) all Equipment has been delivered and installed (if applicable) on the date set forth below; (b) you have inspected the Equipment, and all such testing as you deem necessary has been performed by you or the vendor/supplier or the manufacturer of the Equipment; and (c) you irrevocably accept the Equipment for all purposes of the Transaction.

You further certify that as of the date hereof: (i) you are not in default under the Transaction; and (ii) the representations and warranties made by you pursuant to or under the Transaction are true and correct.

You hereby direct us to pay the vendor/supplier of the Equipment and agree that an electronically transmitted copy of this document containing your signature may be treated as an original for all purposes.

☒ See attached Schedule A.

Customer: **PORTLAND, CITY OF**

Signature of authorized signer

Print Name and Title

Date*

*Date upon which the Equipment was delivered, installed, and accepted by Customer.

Equipment Schedule A

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Contract Number **603-0320844-000** dated as of **April 14, 2026** (the "**Agreement**")

Qty	Make	Model	Year	Equipment Type	Serial/VIN Number
1	Club Car	Carryall 500	2026	New Electric Utility Vehicle	
3	Club Car	Carryall 500	2026	New Electric Utility Vehicle	
1	Club Car	Carryall 500	2026	New Gas Utility Vehicle	
1	Club Car	Carryall 1500	2025	New Gas Utility Vehicle	
1	Club Car	Carryall 502	2026	New Gas Utility Vehicle	
2	Solo Rider	Golf Carts	2026	New Gas Golf Car	
80	Club Car	Tempo	2026	New Electric Golf Car	

Insurance Form

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Account Number **603-0320844-000** dated as of **April 14, 2026**

Name and Address of Customer:
PORTLAND, CITY OF
1158 RIVERSIDE ST
PORTLAND, ME 04103-1064

THIS FORM MUST BE COMPLETED BY THE CUSTOMER

DIRECTIONS**: PLEASE COMPLETE THE FOLLOWING AND RETURN WITH YOUR SIGNED TRANSACTION DOCUMENTS. Send a completed copy of this form to your Insurance Provider**.

1. PROPERTY INSURANCE CARRIER INFORMATION.

Name of Insurance Agency:	Name of Agent:
Mailing Address of Agency:	Phone Number of Agency:
Email Address of Agency:	Policy Number:

2. LIABILITY INSURANCE CARRIER INFORMATION.

Name of Insurance Agency:	Name of Agent:
Mailing Address of Agency:	Phone Number of Agency:
Email Address of Agency:	Policy Number:

Attach insurance form, if available.

IMPORTANT: Under the terms and conditions of your transaction, you are required to carry adequate insurance coverage on the leased/financed equipment. Make sure that your agent understands that you are financing or leasing the equipment and that your policy conforms with the following:

- Property or physical damage coverage for the replacement value of the equipment.
  COUNTRY CLUB ENTERPRISES LLC, its successors and assigns, must be named as Loss Payee. Maximum Deductible: $25,000.00
- General Liability Coverage: Amounts of $1,000,000.00 per Individual Occurrence/Combined Single Liability Limit for Property Damage and Bodily Injury.
  COUNTRY CLUB ENTERPRISES LLC, its successors and assigns, to be listed as additional insured. "Claims-Made Policies" are NOT acceptable.
- Insurance coverage to be applicable to all Equipment leased or financed by **COUNTRY CLUB ENTERPRISES LLC** and all accessories, accessions, replacements, additions, substitutions, add-ons and upgrades thereto, and any proceeds therefrom.

Remit via fax to:
Country Club Enterprises LLC
Fax: 866-336-8375

Please send an ACORD FORM 25, an ACORD FORM 27 or ACORD FORM 28 (as applicable) evidencing adequate insurance coverage to:

COUNTRY CLUB ENTERPRISES LLC
MAC: D1118-029
Attention: Insurance Processing
PO Box 563800
Charlotte, NC 28256

By completing and returning this form to COUNTRY CLUB ENTERPRISES LLC ("Lessor/Lender"), you authorize Lessor/Lender to contact the insurance agencies identified above and further authorize the agencies to issue insurance certificates complying with the above requirements to Lessor/Lender.

Required Information Form

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

Account Number **603-0320844-000** dated as of **April 14, 2026**

DIRECTIONS: Complete the following information and return it with your signed documents. Please be sure to fill in all items; mark "N/A" as appropriate.

Customer Name: PORTLAND, CITY OF

Federal Tax ID Number: (REQUIRED – we must have prior to processing your transaction):_____

Purchase Order Number (if required on invoice): _____ Expiration Date: _____

Billing Address: 1158 RIVERSIDE ST, PORTLAND, ME 04103-1064

Accounts Payable Contact (Required): _____

Email Address: _____ Phone Number (Required): _____

☐ The Billing Address stated above is correct.
OR
☐ Change the Billing Address to:

Street _____ City _____

State: _____ Zip Code: _____

Equipment Contact (to verify Equipment delivery and acceptance): _____

Email Address: _____ Phone Number (Required): _____

Equipment Location: 1158 RIVERSIDE ST, PORTLAND, ME 04103-1064

☐ The Equipment Location stated above is correct. Indicate County the equipment is located in: _____
OR
☐ Change the Equipment Location to:

Street _____ City _____

State _____ Zip Code _____ County _____

(If multiple locations, attach a list of equipment/VINs by City, State and County indicating where each piece of equipment or vehicle is located)

Tax Status: Sales/Use Tax (check one)

If you are tax exempt, we must have a copy of your exemption certificate prior to funding. Please forward a copy along with the return of the signed lease documents. If you are exempt and an exemption is not received, we are required to pay any required upfront sales tax (and you will reimburse us) or include tax on your monthly lease payment. Please indicate your tax status below:

☐ Subject to Sales and Use Tax (Tax will be based on the state where the equipment is located.)
OR
☐ Exempt from Sales and Use Tax for the following reason: _____(Certificate must be provided.)

*****If you are exempt from sales and use tax, you MUST provide an exemption certificate or you will automatically be charged sales and use tax.*****

To ensure timely processing of each payment invoice PLEASE MAKE YOUR PURCHASE ORDERS OUT TO COUNTRY CLUB ENTERPRISES LLC. Your invoice will be mailed approximately 30 days in advance of your payment due date.

Notice: To help the government fight the funding of terrorism and the money laundering activities, U.S. Federal law requires financial institutions to obtain, verify and record information that identifies each person (individuals or businesses) who opens an account. What this means for you: When you open an account or add any additional service, we will ask you for your name, address and taxpayer identification number that will allow us to identify you. We may also ask to see other identifying documents.

Online Account Management

COUNTRY CLUB ENTERPRISES LLC
2D EXPRESS DR | WAREHAM, MA 02571

The MyAccounts website offers comprehensive services that help your business build and maintain a successful company. Enjoy the benefits of electronic billing, 24/7 on-demand access to customer account information, electronic payment options, and more.

Highlights:

- View current and historical invoices throughout the life of the transaction
- Submit or schedule online payments and set up recurring payments
- Sign up for paperless invoicing
- View payment histories and invoice summaries
- Register for payment application notifications
- View and modify equipment details
- Request a W9 or billing address changes
- Create reports relevant to your business
- Ask questions and chat directly with the Customer Care team

How to register:

To register for MyAccounts, follow these quick steps:

1. Visit MyAccounts Website (https://www.onlinemyaccounts.com/) and click on "Register Now".
2. You'll need an existing user's email address, your contract number and invoice number/serial number/vehicle identification number, found on your invoice. If you don't have access to an existing user's email address, please contact customer care at the number listed at the bottom of the page.
3. Follow the prompts to include your contact information and select a User ID.
4. A validation code will be sent to you. Input the validation code into the prompt.
5. Lastly, you will select a password. Once your password has been selected, you can continue to the home page.

Existing customers can call the number below to complete pre-registration by phone.

Talk with us today to learn more.

866-497-6664

MyAccounts Website (https://www.onlinemyaccounts.com/)

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

This Squire Service Agreement ("Service Agreement"), dated as of April 24, 2026, is entered into by and between the following parties:

CCE:
Country Club Enterprises/C2 Vehicles

2D Express Drive

Wareham, MA 02571

Phone: (800) 662-2585

Fax: (508) 273-9950

Customer:

Name: Riverside Municipal Golf Course/City of Portland, Maine

Billing Address: 1010 Riverside Street, Portland ME 04103

Telephone: 207-797-3524

Service Contact/Responsible Person: Ryan Scott

Title: General Manager

Service Contact Email: rls@portlandmaine.gv

Equipment Covered by this Service Agreement:
(80) 2026 Tempo Electric

Location of Equipment:
Riverside Municipal Golf Course/City of Portland Maine

Term of Service Agreement ("Term"):

Service begins on May 15, 2026 and ending on October 15, 2030.

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

Section I: Introduction

This Service Agreement is intended to supplement the Master Lease Agreement ("Lease Agreement") of near or even date between CCE and the Customer. If any disagreement is found between the Lease Agreement and this document then this document shall govern to the extent they disagree; provided, however, that this document and its attachments shall be construed to be supplemental to one another to the extent possible.

Section II: General Services

During the Term, CCE will visit the Location of Equipment, as identified above, every two weeks beginning on or about May 15th and ending October 15th each year of the Term. CCE will repair and return to service as much of the Equipment as possible during each such visit.

Customer may also request a service visit by placing a phone call to the CCE service department, between 7:30 am and 4:00 pm, Monday-Friday, any time during the Term. CCE will dispatch a technician within 48 hours of receiving a phone call, excluding holidays and weekends.

Customer must ensure that all Equipment in need of service is available and accessible by the CCE technician at the Location of Equipment listed above and identified with a note including a brief description of the problem. CCE will provide a written service docket of all service performed, including any inspections, to the golf shop or golf manager. Customer is responsible for maintaining copies of all service dockets for their files.

Any physically damaged Equipment which CCE is not able to repair on site at the Location of Equipment will be transported back to CCE. All transportation charges to move physically damaged Equipment back to CCE will be billed to Customer. There is no charge for estimates provided on site or at CCE. Customer is responsible for payment to CCE for all necessary repairs due to physical damage to the Equipment.

Section III: Annual Maintenance

Annual maintenance will be performed for each year (or portion thereof) during the Term. Annual maintenance will cover all service requirements of the manufacturer as set forth in the manufacturer's service manuals. All annual maintenance parts will be replaced as needed and will be included in the cost of this contract. CCE will document all service performed by serial number. Documentation will be furnished to Customer upon request. A fleet inspection will occur during the annual maintenance. Any physically damaged Equipment will be identified, followed by a written estimate within 30 days of the date of inspection.

Battery watering is included in the general services and annual maintenance of the Equipment.

Winter or off-season storage is not included under this Service Agreement.

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

Section IV: Parts Billing

- All parts are included in this Service Agreement, with the exception of all parts covered under manufacturer warranty or as described below:

- Customer will be billed for all parts in cases of physical damage to Equipment, whether caused by abuse, neglect (including Customer's failure to perform any maintenance required by this Service Agreement), vandalism or acts of God. Physical damage shall include, but not be limited to speed tampering on gasoline golf cars; broken or cracked body, frame or suspension components; damaged canopy tops, chargers or charger cords; and ripped seats.

- Customer will be billed for hazardous waste removal and disposal of motor oil and filters.

Section V: Labor Billing

Labor for general services and annual maintenance is included in the payments due under the Lease Agreement. Labor will be billed to Customer only in cases of damage caused by abuse, neglect (including Customer's failure to perform any maintenance required by this Service Agreement), vandalism or acts of God.

Section VI: Accessories

All accessories, such as club protectors, split windshields, sand buckets and bottles may be covered under separate manufacturer warranties for applicable time periods and are not covered under this Service Agreement. Customer is responsible for the cost of repairing or replacing any accessories if it chooses to do so.

Section VII: Customer's Maintenance Responsibilities

Customer agrees to perform routine and preventive maintenance on the Equipment, and to accomplish the same in a good workmanlike manner. Customer agrees at its expenses to employ competent trained personnel to provide such maintenance on the Equipment and to follow all instructions contained in all applicable owner's manuals and maintenance and service manuals concerning the operation and maintenance of the Equipment.

Maintenance provided by Customer shall include: (i) rotating the cars so that each month every car will experience approximately the same usage; (ii) keeping the exterior and interior areas clean and free of trash, grease and grime; (iii) visually inspecting the Equipment for damage, loose wires or leaks and taking appropriate corrective action; (iv) charging (electric vehicles) or filling gas tanks (gasoline vehicles); (v) observing oil or electrical warning lights and removing from operation any cars for which problems have been indicated; (vi) checking brakes and reverse warning buzzers for proper operation; (vii) maintaining proper tire pressure and changing and repairing flat tires; (viii) ensuring that all warning and instruction labels on the Equipment are intact and readable; (ix) identifying cars that have experienced speed-tampering and notifying CCE if cars exceed factory speed settings; and (x) to the best of Customer's ability maintaining the Equipment in good operating condition, repair and appearance. Customer will tag any Equipment scheduled for repair to be sure such Equipment is taken out of the fleet rotation and not used until fully repaired.

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

With respect to any electrical systems in the charging facility where the equipment is located which is required to charge electric vehicles, it is the sole responsibility of Customer to identify charging errors or malfunctions on a daily basis and report them immediately to CCE. Failure to do so may result in voiding the manufacturer warranties and/or product guarantees. It is the responsibility of Customer to maintain adequate charging facilities for the Equipment, and to comply with all state and local codes with respect thereto. Under no circumstances should any type of extension cord ever be used in the charging of electric vehicles. Failure to follow these guidelines may result in voiding the manufacturer warranties and/or product guarantees.

Customer agrees to immediately report to CCE any malfunctions of Equipment, identifying the serial numbers and nature of complaint.

Customer agrees, at its own cost and expense: (a) to inspect the Equipment prior to rental to ensure that the Equipment is in all respects safe for use; (b) to cause the Equipment to be operated with care and only by qualified employees and agents in the regular course of Customer's business and qualified patrons or customers, in each case who have been instructed by Customer in the operational and safety guidelines recommended by the manufacturer; (c) to house or otherwise protect the Equipment from the elements when not in use; (d) to remove ignition keys when Equipment is not in use and after business hours; and (e) to comply with all applicable laws, rules and regulations relating to the Equipment, with any published instructions or specifications of the manufacturer or seller to CCE of the Equipment, and with all of the terms of any insurance policy covering the Equipment.

Customer has read and acknowledges the safety guidelines contained in **SCHEDULE A – Safety Guidelines**, which are incorporated herein by reference and agrees to comply with such guidelines as a condition of this Service Agreement.

Section VIII: General Conditions

1. Alteration of Equipment for Leased Vehicles: CCE strictly prohibits, without its express written consent, the alteration of any Equipment in any way by Customer or any other person or entity. This prohibition includes, but is not limited to, the addition of any GPS systems, aftermarket components and/or accessories, and any form of advertising on the golf cars including signs and/or decals. Speed tampering is also considered a prohibited alteration of the Equipment. Customer, its agents, employees and patrons are strictly prohibited from altering the speed of any vehicles either by increasing or decreasing it. Doing so may result in voiding the manufacturer's warranty and/or product guaranty.

2. Use of Equipment for Leased Vehicles: Customer acknowledges that fleet cars are to be used solely to carry patrons and their equipment on the golf course. Use of the fleet cars for any other purpose, including but not limited to carrying refreshments, picking up balls from driving ranges, performing duties as rangers or marshals, providing transportation between residences and golf course, or any use on public thoroughfares, is strictly prohibited without the prior approval of CCE. Insurance coverage shall not apply to any unauthorized uses of said vehicles without such prior approval.

3. Payment and Default. Customer shall pay all CCE invoices as set forth in **SCHEDULE B – Service Agreement Billing** attached hereto and incorporated herein by reference. Any invoice not paid within said time is subject to an interest charge of 1.5% per month. CCE's remedies in the event of default are subject to and limited by the governmental provisions set forth in paragraph 2 of the Addendum to the Lease Agreement.

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

4. Loss or Damage. Notwithstanding anything to the contrary in the Lease Agreement, if any item of Equipment is lost, stolen, taken by any governmental authority or damaged beyond repair during the term of the Lease Agreement, the Customer will notify CCE and the Customer may either: (a) replace the affected item with a comparable item acceptable to CCE, or (b) pay CCE the Actual Cash Value of the Equipment. "Actual Cash Value" means the value of the Equipment at the time of the loss. Upon receipt of such Actual Cash Value, CCE will transfer to the Customer all our rights, title and interest in the affected Equipment. Notwithstanding anything to the contrary in the Lease Agreement, the Customer agrees to keep the Equipment insured against risk of physical loss or damages for the Actual Cash Value of the Equipment and the Customer agrees to provide a certificate of insurance naming CCE as loss payee and member.

5. Replacement Equipment and Vehicles: This Service Agreement shall apply to all Equipment listed on Page 1 above, including all Equipment that is provided by CCE as direct replacements of said Equipment.

6. Entire Agreement; Modification; Severability: This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, of the parties with respect to such subject matter. No amendment or modification of this Agreement, or waiver of any provision hereof, shall be binding unless in writing and signed by the parties hereto. In the event that any provision of this Agreement would, under applicable law, be invalid or unenforceable in any respect, such provision shall be construed by modifying or limiting it so as to be valid and enforceable to the maximum extent possible under applicable law. The provisions of this Agreement are severable, and in the event any provision hereof should be held invalid or unenforceable in any respect, it shall not invalidate, render unenforceable or otherwise affect any other provision hereof.

7. Governing Law, Jurisdiction and Venue: This Agreement shall be governed by, construed and enforced exclusively in accordance with the laws of the State of Maine, without giving effect to any principles of conflict of law thereof that would cause the application of the law of any other jurisdiction. The parties hereby agree to submit to the exclusive jurisdiction of the state courts in Maine, and agree that the exclusive jurisdiction and venue for any suit, arbitration or action arising out of this Agreement shall be Cumberland County, Maine.

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

THE UNDERSIGNED HEREBY AGREE TO ALL THE TERMS AND CONDITIONS SET FORTH ON ALL PAGES OF THIS SERVICE AGREEMENT AND ALL ATTACHED SCHEDULES. CUSTOMER ACKNOWLEDGES RECEIPT OF A COMPLETE COPY OF THIS SERVICE AGREEMENT TOGETHER WITH ALL SCHEDULES, IF ANY.

Riverside Municipal Golf	Country Club Enterprises, LLC.
By: _____	By: *Lisa Kirby*
Name: _____	Name: Lisa Kirby
Title: _____	Title: Service Billing Manager
Date: _____	Date: April 24, 2026

FOR CCE INTERNAL USE ONLY – CUSTOMER SERVICE TO INITIAL EACH BOX:
_____ Verify Customer Contact Information
_____ Verify Customer Billing Information
_____ Verify to Conform with Customer OC

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

SCHEDULE A

SAFETY GUIDELINES

Golf carts are involved in a number of accidents each year, resulting in personal injury, death and property damage. There are specific guidelines that should be followed for safe operation of golf carts. Management should have written policies and procedures to manage, maintain equipment and to ensure that members and patrons understand the rules and operate the carts in a safe manner. The following are specific guidelines that should be followed:

Club management should enforce the following policies:

- Car operators should be limited to holders of current driver's licenses.
- Intoxicated persons should be prohibited from operating golf carts.
- Clubs should include a hold harmless clause in the rental agreement and restrict driving to those who have signed the agreement.
- Clubs should inquire about past cart operating experience and novices should receive instruction in safe cart operations.
- Only two persons and two bags per cart.
- Only authorized club employees should be allowed to drive carts.

Place stickers in all golf carts to remind driver of the safe operating rules:

- Hands and feet should be kept inside the cart at all times.
- Carts should only be driven in designated areas.
- Set the brake before leaving the cart.
- To avoid tipping over, drive carts straight up and straight down slopes.
- Slow down before corners.
- Do not move cart until both occupants are seated.
- Occupants should remain seated while cart is in motion.
- Be extra careful when the course is wet and muddy.

The grounds supervisor should perform and maintain the following:

- Barricade or rope off hazardous driving areas.
- Post highly visible signs to direct cart operations.
- Regularly maintain condition of cart paths.
- Sharp turns, steep inclines and drop-offs should be marked or guarded.
- Perform regularly scheduled cart maintenance to check brakes, steering and tires.
- When cart paths cross public roads, install road bumps and stop signs to warn cart operators.

THE SQUIRE SERVICE AGREEMENT

LABOR AND NON-WARRANTY PARTS INCLUDED – LEASED EQUIPMENT ONLY

SCHEDULE B

SERVICE AGREEMENT BILLING

Cost of Squire Service Contract:

Customer shall be billed on May 1st, during Term of the Service Agreement for the monthly amounts set forth in the Payment Schedule of the Lease Agreement.

Customer shall be billed for parts and labor (to the extent billable under this Service Agreement), as and when such charges are incurred.

ALL INVOICES ARE DUE AND PAYABLE WITHIN THIRTY (30) DAYS OF RECEIPT.