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 - JUNE 1, 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/9541/media

PLEDGE OF ALLEGIANCE:

ROLL CALL:

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

ANNOUNCEMENTS:

Welcoming Alpha Kappa Alpha Sorority to Maine

RECOGNITIONS:

PRESENTATIONS:

APPROVAL OF MINUTES OF PREVIOUS MEETING:

City Council Meeting Minutes 05.18.2026

PROCLAMATIONS:

Proclamation 37-25/26 Recognizing June 2026 as LGBTQ+ Pride Month - Sponsored by Mark Dion, Mayor

Proclamation 38-25/26 Recognizing June 19, 2026 as Juneteenth - Sponsored by Mark Dion, Mayor

Proclamation 39-25/26 Recognizing June 2026 as Immigrant Heritage Month - Sponsored by Mark Dion, Mayor

CONSENT ITEMS:

Order 226-25/26 Declaring July 4, 2026 the July 4th Festival - Sponsored by Danielle P West, City Manager

The City of Portland is prepared to host a fireworks display on the 4th of July again this year. The City has sponsored the July 4th Fireworks and activities on the Eastern Promenade for a number of years. The display will be held on Saturday, July 4th in its usual spot on the Eastern Promenade with the fireworks set to go off at approximately 9:15pm. A rain date is scheduled for Sunday, July 5th.

Like last year, the celebration will be based around the fireworks display presented by Central Maine Pyrotechnics. There will be a musical performance by the Casco Bay Wind Symphony from 7:00pm - 9:00pm in the middle parking lot on Cutter Street. The City will be managing food vendors as has happened in the past. Approved and licensed vendors and food trucks will be allowed to operate in the designated area of the Festival Zone on Eastern Promenade roadway (between Congress Street and Morning Street).

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

Order 227-25/26 Granting Municipal Officers' Approval of 3DD LLC, dba Three Dollar Dewey's. Application for Outdoor Dining on Public Property at 241 Commercial Street - Sponsored by Danielle P. West, City Manager

Application was filed on 5/12/26. This is an existing establishment adding outdoor dining on public property.

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

Order 228-25/26 Granting Municipal Officers' Approval of Press Hotel Owner LLC, dba The Press Hotel, Autograph Collection. Application for Class IA Inn (41+ rooms) with Indoor Entertainment at 119 Exchange Street - Sponsored by Danielle P. West, City Manager

Application was filed on 5/11/26. This is a change of ownership of an existing establishment.

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

Order 229-25/26 Granting Municipal Officers' Approval of Après LLC, dba Après. Application for Class A Lounge with Indoor Entertainment at 20 Van Aken Way - Sponsored by Danielle P. West, City Manager

Application was filed on 5/6/26. Location was previously Halo at the Point.

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

Order 230-25/26 Granting Municipal Officers' Approval of Portland Nightlife LLC, dba Ubu's Restaurant. Application for Class I FSE with Indoor Entertainment at 504 Congress Street - Sponsored by Danielle P. West, City Manager

Application was filed on 5/4/26. Location was previously Free Street Restaurant and Cocktail Bar.

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

BUDGET ITEMS:

THE CITY COUNCIL HELD A FIRST READ AND HEARING ON THE FISCAL YEAR 2027 MUNICIPAL BUDGET ON MAY 18, 2026. THE SECOND READ AND PUBLIC HEARING ON THE MUNICIPAL BUDGET WILL BE HELD AT THIS MEETING, JUNE 1, 2026 AT 5:00 PM.

The City Council Finance Committee voted on May 14, 2026 to recommend passage of FY27 City Manager's Recommended Budget in the amount of $363,927,435. Passed (3-0).

Order 209-25/26 Approving Fiscal Year 2027 Administrative Fees for Fire, Parking, Planning & Urban Development, Parks, Recreation & Facilities, and Public Works - Sponsored by Finance Committee, April Fournier, Chair

This order authorizes administrative charges in the Fire Department (Outside Detail Fees & Medical Crisis Unit Fees), Parking Division (Elm & Spring Street Garages Daily Maximum Fees), Parks, Recreation & Facilities Department (Aquatics Fees, Athletic Fields Fees, Cemetery Fees, Golf Course Fees, Ice Arena Fees, & Recreation Fees), Planning Fees (Inflationary Increases), and Public Works (Solid Waste Ecard Replacement and Hauler Fees).

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

Order 210-25/26 Authorizing the City Manager To Enter into Certain Agreements To Implement the Fiscal Year 2027 Human Resources and Certain Fringe Benefits Budgets - Sponsored by Finance Committee, April Fournier, Chair

This order authorizes the City Manager to enter into standard agreements and amendments to standard agreements with providers of services for Fiscal Year 2027 to implement portions of human resources, medical, workers' compensation, and liability budgets.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

Order 211-25/26 Approving the Fiscal Year 2027 Self-insured Liability Program - Sponsored by Finance Committee, April Fournier, Chair

This order establishes the limit of the City's liability as $400,000 as required by the Maine Tort Claims Act and states the City's commitment to "self-insure" for such liability by approving funds for this purpose.

This item was first read on May 18, at which point it was postponed. Five affirmative votes are required for passage after public comment.

Order 212-25/26 Authorizing the Director of Parks, Recreation & Facilities to Set Fees and Enter Rental Agreements for City Facilities - Sponsored by Finance Committee, April Fournier, Chair

This order would authorize the Director of Parks, Recreation & Facilities or their designee to sign rental contracts and set associated fees. This authorization is required annually.
Staff has historically set fees and signed rental agreements for City facilities including but not limited to Merrill Auditorium, the Portland Exposition Building, Ice Arena, Riverside Golf Course, Portland cemeteries, and Ocean Gateway. These facilities host hundreds of events annually, and fees are determined based on the unique staffing levels and services they require.

The City's Legal Department has created a standard rental agreement. Any changes to the terms of standard agreement, other than pricing, are reviewed by legal prior to being changed.

Venues/programs overseen by this Department are run in a business-like manner and need the flexibility to offer specials and adjust pricing based on market conditions. This order will further reaffirm the practice of these fees being set administratively.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage after public comment.

Order 213-25/26 Authorizing the City Manager to Enter into Certain Agreements to Implement Fiscal Year 2027 Health & Human Services Budget - Sponsored by Finance Committee, April Fournier, Chair

This order authorizes the City Manager to enter into standard agreements and amendments to those standard agreements to receive reimbursement for services by the Health and Human Services Department. In addition, the City enters into agreements with service providers and landlords to provide services for department programs.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage after public comment.

Order 214-25/26 Authorizing the City Manager to Accept Scholarship and Trust Donations and Bequests and Enter into Trust Agreements - Sponsored by Finance Committee, April Fournier, Chair

This order authorizes the City Manager to accept and appropriate existing and new scholarship trusts and to enter into standard form trust agreements as approved by Corporation Counsel.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage after public comment.

Order 215-25/26 Authorizing the Director of Parks, Recreation & Facilities to Accept Donations up to $10,000 for Parks, Recreation & Facilities Department Programs and City Funds - Sponsored by Finance Committee, April Fournier, Chair

The Parks, Recreation & Facilities Department receives frequent donations for many of the programs it works on and with, like the Land Bank, the Portland Youth Corps, and the Tree Trust. This order will allow the department director to accept donations as much as $10,000 without needing to receive approval from the City Council.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage after public comment.

Order 216-25/26 Authorizing Corporation Counsel to Undertake Civil Actions to Collect Delinquent Personal Property Taxes - Sponsored by Finance Committee, April Fournier, Chair

This item will give Corporation Counsel a standing authorization to undertake civil actions to collect any delinquent personal property taxes that arise during the course of the fiscal year. Otherwise, it would be necessary for the City Council to specifically authorize each individual legal action. This general authorization will take the place of the case-by-case approach.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage after public comment.

Order 217-25/26 Authorizing Non-Union Wage Adjustment - Sponsored by Finance Committee, April Fournier, Chair

This Order authorizes the City Manager to utilize a 3% Cost of Living Adjustment (COLA) for pay adjustments for non-union employees, elected officials, the City Clerk and Corporation Counsel.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

Order 218-25/26 Designating Fiscal Year 2027 Funds for Specific Island Services - Sponsored by Finance Committee, April Fournier, Chair

The municipal budget includes $45,000 for use on Peaks Island in addition to the funds used to pay for direct and indirect city services. Pursuant to a request from the Peaks Island Council these funds will be used as follows in FY27:

Item A: Summer Bike Program Tickets (CBL): $250
Item B: Needs-Based PI Resident Tickets (CBL): $2,500
Item C: Island Taxi (ITS): $27,976
Item D: Island Compost Project: $2,600
Item E: PI Council Administrative Expenses: $1,918
Item F: Peaks Island Children's Workshop $9,756

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

Order 219-25/26 Appropriating $4,000,000 in Fund Balance - Sponsored by Finance Committee, April Fournier, Chair

This order appropriates $4,000,000 from Unassigned Fund Balance to provide tax stabilization and support City Health and Human Services operations during Fiscal Year 2027.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

Order 220-25/26 Amendment to Portland City Code Chapters 2, 6, 10, 12, 24, 25, and 28 Re: Various Fee and Other Changes for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

This amendment makes adjustments to various portions of the City Code to implement the FY27 budget. This includes various adjustments to Permitting, Fire, Public Works, and Parking sections, and an extension of the deadline to apply for the Portland Senior Tax Equity Program. All increases would be effective July 1, 2026, the start of Fiscal Year 2027.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve - Sponsored by Finance Committee, April Fournier, Chair

The Appropriation Resolve contains the Finance Committee's recommended budget for Fiscal Year 2027 for general municipal purposes in the amount of $363,927,435. In addition, it contains the Finance Committee’s recommended budget for Fiscal Year 2027 for the School Budget of $167,001,038.

The tax levy based upon the Finance Committee's recommended budget is $121,710,845 for general municipal purposes and $135,441,246 for the School Budget.

The Appropriation Resolve also directs the Assessor of Taxes to assess a tax upon all real and personal property liable to be taxed as of April 1, 2026 and sets October 16, 2026 as the tax due date, which may be paid in two installments due October 16, 2026 and on March 19, 2027.

The delinquency rate of interest is set at 8.5% per year, and the abatement rate of interest is set at 4.5% per year.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

COMMUNICATIONS:

Communication 15-25/26 Green Building Code Exemptions Annual Report 2025-2026 - Kevin Kraft, Director of Planning & Ubran Development

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

Communication 16-25/26 Vision Zero Update - Greg Jordan, Assistant City Manager

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

UNFINISHED BUSINESS:

Order 139-25/26 Approving the Payment-in-Lieu-of-Tax (PILOT) Policy - Sponsored by Finance Committee, April Fournier, Chair

The Finance Committee voted on January 29, 2026 to recommend passage of this item as amended, vote 2-0 (Councilor Fournier absent).

In recent years, several Council Committees have worked towards the goal of development of a voluntary Payment in Lieu of Taxes (PILOT) policy for the City of Portland. At the January 29, 2026 Finance Committee meeting, the Committee members in attendance unanimously recommended a draft policy for consideration by the full Council. The policy has been shaped by many years of outreach and input from peer cities, elected officials, City staff, and exempt entities. Many of the PILOT policy core components are a direct result of feedback received during the multi-year policy development process.

See the Background section of memorandum for additional information on the PILOT policy and key components.

This item was read on February 23 at which point it was postponed to March 2. On March 2 it was postponed to June 1. Staff recommend further postponing this item. Five affirmative votes are required for postponement or passage after public comment.

Order 223-25/26 Amending Order 161-25/26 To Ratify Fournier Amendment Three Re: Dougherty Field Lighting - Sponsored by the Finance Committee, April Fournier, Chair

This Order amends Order 161-25/26 to ratify the amendment proposed by Councilor Fournier that reduces new funding for the Congress Square Park project by $200,000, reallocating those funds to the installation of lighting at the Dougherty Field Skate Park. Although the Council voted on this amendment on April 27, 2026, staff's review of the meeting record indicated that a motion and second were not made before the vote. This action corrects that procedural error to ensure the legislative record accurately reflects the Council’s intent.

This item was first read on May 18, at which point it was postponed to June 1. Five affirmative votes are required for passage after public comment.

Order 224-25/26 Amending Order 182-25/26 RE: Clarifying Retroactive Application of Dispersal Requirements for Large Theaters and Performance Halls - Sponsored by Wesley Pelletier, City Councilor

At its April 27, 2026 meeting, the City Council passed Order 182-25/26 which updated Chapter 14 to require a 750-foot dispersal between theaters with an occupancy of 1,000 or more persons. Although the ordinance approved by Order 182 applies retroactively because of the retroactive application of the large theater moratorium, this amendment adds explicit retroactive application language to the ordinance in order to avoid any doubt about the Council's intent to apply these requirements with the same retroactive effect as that set forth in the moratorium order.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

Order 225-25/26 Amendment to Portland City Code Chapter 28 RE: Tow Rates - Sponsored by the Sustainability and Transportation Committee, Councilor Regina Phillips, Chair

The Sustainability and Transportation Committee voted 2-1 on April 8, 2026, to refer this item to the City Council.

The regulation of licensing tow operators is governed by Chapter 28 Traffic and Motor Vehicles of the Portland City Code, specifically Article IV Licensing of Tower Operators. The proposed amendments include increasing the maximum radius of tow operators' impound lots from Portland City Hall from 5 to 7 miles, and increasing the following fees: fee per non-accident tow (from $135 to $150); fee per accident tow (from $150 to $175); fee for any vehicles with dual tires on the rear axle (from $150 to $165); and the storage fee per day (from $40 to $50). Maximum towing fees were last adjusted by the City in 2022.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

ORDERS:

Order 231-25/26 Adopting the Development Program for the Portland Tourism Municipal Development District for Fiscal Year 2026-2027 - Sponsored by the Housing and Development Committee, Councilor Pious Ali, Chair

The District was originally approved by the City Council to begin with the second half of FY2024 – January 1, 2024, through June 30, 2024, and was then approved for its first full year beginning with FY2025, and then again for FY2026, so FY2027 would be the third full year of operation.

For FY2027, City Council authorization is needed for the continued operation of the District, which includes: (1) Adopting the Development Program; (2) Establishment of Assessments for the District; and, (3) Authorizing the Agreement.

The revenue raised through the special assessment will fund the District’s Development Program expenses for FY2027. The proposed assessment formula is detailed in the Staff Analysis section of this memo.

The Housing and Economic Development Committee reviewed this item at its April 21, 2026, meeting, and voted 4-0 to forward this to the City Council with a recommendation to approve the District.

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

Order 232-25/26 Establishing Implementation Assessments for the Portland Tourism Municipal Development District for Fiscal Year 2026-2027 - Sponsored by the Housing and Economic Development Committee, Councilor Pious Ali, Chair

This is a companion Order to the above Order.

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

Order 233-25/26 Approving the Development Program Manager Agreement Between the City of Portland and Convention and Visitors' Bureau of Greater Portland, Doing Business as Visit Portland, for Fiscal Year 2026-2027 - Sponsored by the Housing and Economic Development Committee, Councilor Pious Ali, Chair

This is a companion Order to the above Order.

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

Order 234-25/26 Adopting Development Program for Portland Downtown for Fiscal Year 2026-2027 - Sponsored by the Finance Committee, April Fournier, Chair

The PD District was originally established by the City Council on March 16, 1992. Since then, each year in June, for the following fiscal year starting July l, City Council authorization of establishing the special assessment and approval of the documents is needed.

For FY2027, City Council authorization is needed for the continued operation of PD, which documents include: (l) Adopting the Development Program for the PD; (2) Assessing Maintenance and Implementation Assessments in the PD District; and, (3) authorizing the Agreement for work to be done by PD and work to be done by the City.

The budget for PD is funded largely from special assessments on all real estate in the current District. The revenue raised through the special assessment will fund the majority of PD development program expenses for FY2027. The proposed mil rate to raise the assessment revenue budget is estimated at $1.07 per $1,000 of property value in the current District in order to raise the PD Board approved assessment revenue of approximately $2.43 Million.

Portland Downtown representatives provided a presentation to the Finance Committee at the May 7, 2026, meeting and answered questions from Committee members.

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

Order 235-25/26 Establishing Maintenance and Implementation Assessments for Portland Downtown for Fiscal Year 2026-2027 - Sponsored by the Finance Committee, April Fournier, Chair

This is a companion item to the above Order.

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

Order 236-25/26 Order Approving the Agreement Between the City of Portland and Portland Downtown For Fiscal Year 2026-2027 - Sponsored by the Finance Committee, April Fournier, Chair

This is a companion item to the above Order.

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

Order 237-25/26 Appropriating Bond Proceeds for Riverton Pool Repairs - Sponsored by the Finance Committee, April Fournier, Chair

The Finance Committee voted on May 14, 2026 to recommend passage of this item, vote (3-0). Riverton Pool has been closed since April 2023 due to mechanical and structural failures. Completing the project will cost an additional $1.6M in funds. The Finance Committee supports this project at the estimated cost with the issuance of additional general obligation bonds.

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

Order 238-25/26 Authorizing General Obligation Bonds to Finance Riverton Pool Repairs - Sponsored by the Finance Committee, April Fournier, Chair

The Finance Committee voted on May 14, 2026 to recommend passage of this item, vote (3-0). This is a companion order to the bond appropriation order above.

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

Order 239-25/26 Accepting and Appropriating an $8,000 Grant from the State of Maine Permanent Commission on Racial, Indigenous, and Tribal Populations - Sponsored by Danielle P. West, City Manager

City Council approval is requested to accept and appropriate a $8,000 grant from the State of Maine Permanent Commission on Racial, Indigenous and Tribal populations in the amount of $8,000, with the primary goal to build community between intergenerational populations. The insights gained will directly support the City of Portland's efforts to build a comprehensive community and incorporate the voices of marginalized elders and youth in the community. The program is supported by Portland Public Schools- Make it Happen Program, Casco Bay High School, and BIPOC elders through Maine Agency on Aging. This accounts for the needs and experiences of under-represented communities, building a place-based story telling that will enhance overall community resilience and understanding of lived history. The process will also bring together groups that typically do not work together, fostering new partnerships, collaboration, and a resilient Portland for everyone.

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

Order 240-25/26 Accepting and Appropriating a $2,120,000 Federal Highway Administration Grant for the Safe Streets and Roads for All Improvements Along Brighton Avenue - Sponsored by Danielle P. West, City Manager

The Brighton Avenue Safety Demonstration Project is funded through the Federal Highway Administration’s Safe Streets and Roads for All program. The project will implement data-driven safety improvements along the Brighton Avenue corridor to inform future capital infrastructure investments. Planned work includes consultant-led design, public outreach, preliminary and final design, installation of safety treatments, monitoring, and evaluation.

Potential treatments include roadway reconfiguration, delineators, pavement marking changes, pedestrian crossing improvements, lighting enhancements, and vehicle speed feedback signage.

The project is intended to reduce vehicle speeds, improve pedestrian crossing behavior, and identify the most effective treatments for potential long-term implementation.

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

Order 241-25/26 Accepting and Appropriating a $90,000 Donation from the Portland Parks Conservancy for Traffic Calming Efforts in Payson Park - Sponsored by Danielle P. West, City Manager

Accepting and Appropriating $90,000 from the Portland Parks Conservancy for traffic calming efforts in Payson Park - Sponsored by Danielle P. West, City Manager
If approved, this order would accept and appropriate a $90,000 donation from the Portland Parks Conservancy for traffic-calming efforts in Payson Park. These funds represent a donation via the 2025 Back Cove Music and Arts Festival for improvements to Payson Park, per the terms of the Festival's agreement with the City. The Conservancy has been holding funds until work was ready to proceed.

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

Order 242-25/26 Accepting and Appropriating a $21,664.20 Donation from the Portland Parks Conservancy for the Portland Youth Corps - Sponsored by Danielle P. West, City Manager

If approved, this order would accept and appropriate a donation of $21,664.24 from the Portland Parks Conservancy for the Portland Youth Corps, a City-run program that promotes personal and professional growth through community service, environmental stewardship, and hands-on conservation opportunities within Portland's parks and green spaces. This is the fifth year this grant has been given.

The program is run by City staff and engages young people of diverse backgrounds in hands-on service projects such as habitat restoration, tree planting, trail construction, and other outdoor work. Corps members receive a stipend for participation. The program runs during the Spring, Summer, and Fall seasons. Over 50 young people take part annually. This donation from the Portland Parks Conservancy covers the cost of supplies, trips and miscellaneous expenses, as well as a portion of the Environmental Steward who assists in coordinating the program.

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

Order 243-25/26 Accepting and Appropriating $20,895 from the Portland Parks Conservancy for Improvements to North Deering Park - Sponsored by Danielle P. West, City Manager

If approved, this order would accept and appropriate a donation of $20,895 from the Portland Parks Conservancy for improvements to North Deering Park. The Conservancy supported the fundraising campaign to acquire North Deering Park in 2023, previously privately owned and known as Haverty Field. Since then, the Conservancy has been focused on upgrades in Portland's newest park, including new trails, improved trails, new signage and parking lot improvements.

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.

https://portlandme.portal.civicclerk.com/event/8381/media

PLEDGE OF ALLEGIANCE:

Mayor Dion lead all present in the Pledge of Allegiance.

ROLL CALL:

Mayor Dion called the meeting to order at 5:00PM.
Councilors Present: Councilors Fournier, Councilor Grant, Councilor Michniewicz, Councilor Bullett, Mayor Dion (Councilors Sykes, Ali, Pelletier and Phillips absent) (Councilor Pelletier joined at 5:13)

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

Mayor Dion opened the floor for public comment. The following individuals spoke: Joey Brunell (Pine St), Christina Winter (Chenery St), Celine (East Deering resident), Clara Thompson (West End resident), Portland Resident (Congress St), Steven Scharf (Brackett St), Portland resident, Natalie (Portland resident), Tom Blackburn (Bayside resident)

ANNOUNCEMENTS:

Mayor Dion opened the floor for Council announcements. The following individuals spoke: No one spoke.

RECOGNITIONS:

PRESENTATIONS:

ANNUAL MEETING:

SPECIAL MEETING:

APPROVAL OF MINUTES OF PREVIOUS MEETING:

Motion was made by Councilor Fournier and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)

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PROCLAMATIONS:

Proclamation 23-25/26 Recognizing South Portland Resident Juliet Shane for Her Work to Significantly Improve Tracking of Arrivals and Departures at the Portland International Jetport - Sponsored by Mark Dion, Mayor

Councilor Grant read Proclamation Recognizing South Portland Resident Juliet Shane for Her Work to Significantly Improve Tracking of Arrivals and Departures at the Portland International Jetport into the record.

Proclamation 35-25/26 Recognizing Paul Bradbury for Receiving the 2026 AAAE Chair's Award - Sponsored by Mark Dion, Mayor

Mayor Dion read Proclamation Recognizing Paul Bradbury for Receiving the 2026 AAAE Chair's award into the record.

Proclamation 36-25/26 Recognizing May 2026 as Jewish American Heritage Month - Sponsored by Mark Dion, Mayor

Item taken out of order immediately following Proclamation 23-25-26
Councilor Bullett read Proclamation Recognizing May 2026 as Jewish American Heritage Month into the record.

CONSENT ITEMS:

Order 206-25/26 Granting Municipal Officers' Approval of 1st Step INC, dba Keg and Kraken. Application for Class I FSE at 653 Congress Street - Sponsored by Danielle P. West, City Manager

Order 206-25/26 through Order 208-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Bullett and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke:
Councilor Bullett

Order 207-25/26 Granting Municipal Officers' Approval of The Velvet Dog LLC, dba The Velvet Dog. Application for Class I FSE at 24 Preble Street Unit 1 - Sponsored by Danielle P. West, City Manager

Order 206-25/26 through Order 208-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Bullett and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke:
Councilor Bullett

Order 208-25/26 Granting Municipal Officers' Approval of Cocktail Mary LLC, dba Cocktail Mary. Application for Class A Lounge at 30 Market Street 2nd Floor - Sponsored by Danielle P. West, City Manager

Order 206-25/26 through Order 208-25/26 were read and passed as consent items: Public comment was taken on orders together.
Motion was made by Councilor Bullett and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke:
Councilor Bullett

BUDGET ITEMS:

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

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

Motion was made by Councilor Pelletier and seconded by Councilor Fournier for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Ryan Scallon (PPS Superintendent), Councilor Fournier

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

Motion was made by Councilor Fournier and seconded by Councilor Pelletier for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Ryan Scallon (PPS Superintendent), Councilor Fournier

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

Motion was made by Councilor Fournier and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Ryan Scallon (PPS Superintendent), Councilor Fournier

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

Motion was made by Councilor Fournier and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Ryan Scallon (PPS Superintendent), Councilor Fournier

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

Motion was made by Councilor Fournier and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Ryan Scallon (PPS Superintendent), Councilor Fournier

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

Motion was made by Councilor Fournier and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Ryan Scallon (PPS Superintendent), Councilor Fournier

Order 202A-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

Motion was made by Councilor Fournier and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Ryan Scallon (PPS Superintendent), Councilor Fournier

THE CITY COUNCIL WILL HOLD A FIRST READ ON THE FISCAL YEAR 2027 MUNICIPAL BUDGET AT THIS COUNCIL MEETING (MAY 18, 2026) AND WILL ACCEPT PUBLIC COMMENT. THE SECOND READ AND PUBLIC HEARING ON THE MUNICIPAL BUDGET WILL BE HELD ON JUNE 1, 2026 AT 5:00 PM.

Order 209-25/26 Approving Fiscal Year 2027 Administrative Fees for Fire, Parking, Planning & Urban Development, Parks, Recreation & Facilities, and Public Works - Sponsored by Finance Committee, April Fournier, Chair

First reading.
Order 209-25/26 through Order 221-25/26 were read into the record together. Public Comment was taken on all orders together.
Mayor Dion opened the floor for public comment. The following individuals spoke: Portland Resident

Order 210-25/26 Authorizing the City Manager To Enter into Certain Agreements To Implement the Fiscal Year 2027 Human Resources and Certain Fringe Benefits Budgets - Sponsored by Finance Committee, April Fournier, Chair

First reading.
Order 209-25/26 through Order 221-25/26 were read into the record together. Public Comment was taken on all orders together.
Mayor Dion opened the floor for public comment. The following individuals spoke: Portland Resident

Order 211-25/26 Approving the Fiscal Year 2027 Self-insured Liability Program - Sponsored by Finance Committee, April Fournier, Chair

Motion made by Councilor Fournier and seconded by Councilor Grant to postpone to the June 1, 2026, City Council meeting. Passage: 6-0 (Councilors Sykes, Ali and Phillips absent)

Order 212-25/26 Authorizing the Director of Parks, Recreation & Facilities to Set Fees and Enter Rental Agreements for City Facilities - Sponsored by Finance Committee, April Fournier, Chair

Motion made by Councilor Fournier and seconded by Councilor Grant to postpone to the June 1, 2026, City Council meeting. Passage: 6-0 (Councilors Sykes, Ali and Phillips absent)

Order 213-25/26 Authorizing the City Manager to Enter into Certain Agreements to Implement Fiscal Year 2027 Health & Human Services Budget - Sponsored by Finance Committee, April Fournier, Chair

Motion made by Councilor Fournier and seconded by Councilor Grant to postpone to the June 1, 2026, City Council meeting. Passage: 6-0 (Councilors Sykes, Ali and Phillips absent)

Order 214-25/26 Authorizing the City Manager to Accept Scholarship and Trust Donations and Bequests and Enter into Trust Agreements - Sponsored by Finance Committee, April Fournier, Chair

Motion made by Councilor Fournier and seconded by Councilor Grant to postpone to the June 1, 2026, City Council meeting. Passage: 6-0 (Councilors Sykes, Ali and Phillips absent)

Order 215-25/26 Authorizing the Director of Parks, Recreation & Facilities to Accept Donations up to $10,000 for Parks, Recreation & Facilities Department Programs and City Funds - Sponsored by Finance Committee, April Fournier, Chair

Motion made by Councilor Fournier and seconded by Councilor Grant to postpone to the June 1, 2026, City Council meeting. Passage: 6-0 (Councilors Sykes, Ali and Phillips absent)

Order 216-25/26 Authorizing Corporation Counsel to Undertake Civil Actions to Collect Delinquent Personal Property Taxes - Sponsored by Finance Committee, April Fournier, Chair

Motion made by Councilor Fournier and seconded by Councilor Grant to postpone to the June 1, 2026, City Council meeting. Passage: 6-0 (Councilors Sykes, Ali and Phillips absent)

Order 217-25/26 Authorizing Non-Union Wage Adjustment - Sponsored by Finance Committee, April Fournier, Chair

First reading.

Order 218-25/26 Designating Fiscal Year 2027 Funds for Specific Island Services - Sponsored by Finance Committee, April Fournier, Chair

First reading.

Order 219-25/26 Appropriating $4,000,000 in Fund Balance - Sponsored by Finance Committee, April Fournier, Chair

First reading.

Order 220-25/26 Amendment to Portland City Code Chapters 2, 6, 10, 12, 24, 25, and 28 Re: Various Fee and Other Changes for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

First reading.

Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve - Sponsored by Finance Committee, April Fournier, Chair

First reading.

UNFINISHED BUSINESS:

Order 202B-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

Motion was made by Councilor Grant and seconded by Councilor Bullett for passage.
Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Mike Murray (Director of Public Works), Steven Scharf (Brackett St), Councilor Grant

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

Motion was made by Councilor Bullett and seconded by Councilor Fournier for passage.
Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: No one spoke.

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

Motion was made by Councilor Michniewicz and seconded by Councilor Bullett for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Danielle West (City Manager)

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

Motion was made by Councilor Fournier and seconded by Councilor Grant for passage.
Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: Danielle West (City Manager)

ORDERS:

Order 222-25/26 Setting The Time For Opening and Closing the Polls on June 9, 2026 RE: State and Municipal Elections - Sponsored by Abbey Lombard, City Clerk

Motion was made by Councilor Fournier and seconded by Councilor Michniewicz for passage. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Mayor Dion opened the floor for public comment. The following individuals spoke: No one spoke.

Order 223-25/26 Amending Order 161-25/26 To Ratify Fournier Amendment Three Re: Dougherty Field Lighting - Sponsored by the Finance Committee, April Fournier, Chair

Motion made by Councilor Fournier and seconded by Councilor Bullett to postpone to the June 1, 2026, City Council meeting. Passage: 6-0 (Councilors Sykes, Ali and Phillips absent)

Order 224-25/26 Amending Order 182-25/26 RE: Clarifying Retroactive Application of Dispersal Requirements for Large Theaters and Performance Halls - Sponsored by Wesley Pelletier, City Councilor

First Reading.

AMENDMENTS:

Order 225-25/26 Amendment to Portland City Code Chapter 28 RE: Tow Rates - Sponsored by the Sustainability and Transportation Committee, Councilor Regina Phillips, Chair

First reading.

EXECUTIVE SESSION:

ADJOURNMENT:
Motion was made by Councilor Fournier and seconded by Councilor Michniewicz to adjourn. Passage: 6-0 (Councilors Sykes, Ali, and Phillips absent)
Adjourned 6:06PM

A TRUE RECORD

_____

Abbey Lombard, City Clerk

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

RECOGNIZING
JUNE 2026 AS LGBTQ+ PRIDE MONTH

WHEREAS, the city of Portland Maine is committed to being a safe, welcoming, and equitable community for all people across race, ethnicity, socioeconomic status, age, sexual orientation, gender identification, country of origin, or any other identity; and

WHEREAS, many of the residents, students, city employees, and business owners who contribute to the enrichment of our City are a part of the LGBTQ+ community, which includes people who identify as lesbian, gay, bisexual, transgender, queer/questioning, two-spirit, and more; and

WHEREAS, Portland, Maine has a strong LBGTQ+ community because it has truly been a safe haven for the queer community over the years; and

WHEREAS, the Stonewall riots began in New York on June 28, 1969, and are regarded as a catalyst for the LGBTQ+ movement for civil rights in the United States; and

WHEREAS, BIPOC trans activists Sylvia Rivera, Marsha P. Johnson, and Miss Major Griffin-Gracy are credited as the foremothers of the clashes with the authorities at Stonewall that night, launching queer liberation as we know it; and

WHEREAS, June 26, 2026 marks the 11th anniversary of the U.S. Supreme Court's decision in Obergefell v. Hodges that the Fourteenth Amendment requires all states to grant same-sex marriage and recognize same-sex marriages granted in other states; and

WHEREAS, June 28, 2026 marks the 56th anniversary of the first Gay Pride marches in the history of United States, and June is now celebrated as LGBTQ+ Pride Month nationwide; and

WHEREAS, June 28, 2026 marks the 56th anniversary of the Stonewall uprising, on which occasion the LGBTQ+ community recognizes more than a half-century of the LGBTQ+ movement, celebrates and honors its accomplishments, and raises awareness of its ongoing struggles:

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 June as LGBTQ+ Pride Month in the city of Portland, Maine and invite citizens of Portland to honor the history of the fight for equality, celebrate how far we've come, and recognize the work we have in front of us.

Signed and sealed this 1st day of June, 2026



Mark Dion, Mayor
City of Portland

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

RECOGNIZING JUNE 19, 2026 AS JUNETEENTH

WHEREAS, the Emancipation Proclamation signed on January 1, 1863 declared "that all persons held as slaves" within the rebellious states "are, and henceforward shall be free;" and

WHEREAS, more than two years later, on June 19, 1865, the last group of enslaved Americans, located in the City of Galveston, Texas, learned that the Civil War had ended, and that they were free from bondage; and

WHEREAS, Black Americans commemorate Juneteenth as the day they were first recognized as citizens of this country. It is a day of enormous significance, weight, and power in which we remember the moral stain of chattel slavery on this country, as well as its long legacy of systemic racism, inequality, and inhumanity; and

WHEREAS, Juneteenth is a day in which we also recognize the many significant achievements and successes of Black Americans throughout our nation's history and in the present as we continue to walk the stony road toward racial equity; and

WHEREAS, the historic work of striving for racial equity has been led by abolitionists and educators, civil rights advocates, lawyers, courageous activists, trade unionists, public officials, and everyday Americans, including those dedicated to realizing the ideals of our nation; and

WHEREAS, the legacy of Black-American resistance to systemic inequality, including suppression of the Black vote, redlining, and police violence is a testament to the struggle, courage and hope of the Black community while reminding us that the fight is not yet over; and

WHEREAS, Juneteenth reminds us that while we are moving toward equity, equality and justice, we still have more to do to advance true equity in all aspects of civic life, and that we must always strive for a better future;

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 June 19, 2026 as Juneteenth in the City of Portland and invite residents of Portland to join in celebrating how far we have come since the abolition of slavery, while putting our shoulders to the task of fighting for equity, equality, and justice this day and every day.

Signed and sealed this 1st day of June, 2026



Mark Dion, Mayor
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 L. PHILLIPS (3)
ANNA BULLETT (4)
KATE SYKES (5)

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

RECOGNIZING THE MONTH OF JUNE 2026 AS IMMIGRANT HERITAGE MONTH

WHEREAS, Generations of immigrants from every corner of the globe have helped build our country's economy and created the unique character of our nation; and

WHEREAS, Immigrants continue to grow businesses, innovate, strengthen our economy, and create American jobs in Portland, Maine; and

WHEREAS, Immigrants have provided the United States with unique social and cultural influence, fundamentally enriching the extraordinary character of our nation; and

WHEREAS, Immigrants have been tireless leaders not only in securing their own rights and access to equal opportunity, but also in campaigning to create a fairer and more just society for all Americans; and

WHEREAS, Despite these countless contributions, the role of immigrants in building and enriching our nation has frequently been overlooked and undervalued throughout our history and continuing to the present day; 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 proclaim June 2026 as Immigrant Heritage Month in the City of Portland.

Signed and sealed this 1st day of June 2026



Mark Dion, Mayor
City of Portland, Maine

MEMORANDUM
City Council Agenda Item

FROM: Andrew Keyek

DATE: May 15, 2026

SUBJECT: Order 226-25/26 Declaring July 4, 2026 the July 4th 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 6/1/2026 **Final Action 6/1/2026**

Can action be taken at a later date: No Organizers need time to plan the event.

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

PRESENTATION: A member of the Parks, Recreation and Facilities Management Department will be available to answer any questions.

I. SUMMARY

Order Declaring Saturday July 4, 2026 the July 4th Fireworks Festival (Rain Date: Sunday July 5th 2026)

II. AGENDA DESCRIPTION

The City of Portland is prepared to host a fireworks display on the 4th of July again this year. The City has sponsored the July 4th Fireworks and activities on the Eastern Promenade for a number of years. The display will be held on Saturday, July 4th in its usual spot on the Eastern Promenade with the fireworks set to go off at approximately 9:15pm. A rain date is scheduled for Sunday, July 5th.

Like last year, the celebration will be based around the fireworks display presented by Central Maine Pyrotechnics. There will be a musical performance by the Casco Bay Wind Symphony from 7:00pm - 9:00pm in the middle parking lot on Cutter Street. The City will be managing food vendors as has happened in the past. Approved and licensed vendors and food trucks will be allowed to operate in the designated area of the Festival Zone on Eastern Promenade roadway (between Congress Street and Morning Street).

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

III. BACKGROUND

The City has sponsored the July 4th fireworks and activities on the Eastern Promenade for a number of years.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

For the City Council to pass the order declaring Saturday July 4th 2026 as July 4th fireworks.

V. FINANCIAL IMPACT

July 4th festivities including fireworks cost are included in the FY26 budget.

VI. STAFF ANALYSIS AND BACKGROUND

City of Portland staff are confident that we can host another successful July 4th fireworks celebration.

VII. RECOMMENDATION

It is recommended this order be declared.

VIII. LIST ATTACHMENTS

1. Consent Item - Declaring July 4, 2026 the July 4th Festival
2. Council Memo - July 4th 2026
3. Street Closures July 4th 2026

Prepared by:
Andrew Keyek
Date: 05/15/2026

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 JULY 4, 2026 THE JULY 4TH FESTIVAL

ORDERED, that the July 4th Festival be and hereby is declared for Saturday, July 4, 2026 from 6:00 a.m. to 11:00 p.m., with a rain date of Sunday, July 5, 2026, in the City of Portland, organized by the City of Portland; and

BE IT FURTHER ORDERED, that a fireworks display will set off at approximately 9:15pm on the Eastern Promenade Trail on July 4, 2026; and

BE IT FURTHER ORDERED, that there will be a musical performance by the Casco Bay Wind Symphony in the middle parking lot of Cutter Street from 7:00 p.m. to 9:00 p.m. on July 4, 2026; and

BE IT FURTHER ORDERED, that that the July 4th Festival area shall include:

The East End Trail from Cutter Street to the Water Treatment Plant, which will be closed from 6:00 a.m. to 11:00 p.m., Fore Street at Mountfort Street to Eastern Promenade, Eastern Promenade to Washington Avenue, Washington Avenue to Congress Street, and Congress Street at Mountfort Street to Fore Street and the Fort Allen Park area; the Eastern Promenade (including sidewalk areas on both sides of the street) from Morning Street to Loring Memorial near East End Community School, as well as Payson Park area and Baxter Boulevard, in the City of Portland; and

BE IT FURTHER ORDERED, that the following streets will be closed to vehicular traffic from approximately 10:00 a.m. to 11:00 p.m. on July 4, 2026 (or if necessary, on the July 5 rain date):

Eastern Promenade from Morning Street to Congress Street, Wilson Street from Morning Street to Eastern Promenade, Moody Street from Morning Street to Eastern Promenade; and

BE IT FURTHER ORDERED, that the following streets will be closed to vehicular traffic from approximately 3:00 p.m. to 10:00 p.m. on July 4, 2026 (or if necessary, on the July 5 rain date):

Congress Street from Morning Street to Eastern Promenade, Turner Street from Morning Street to Eastern Promenade, Quebec Street from Emerson Street to Eastern Promenade, Melbourne Street from Emerson Street to Eastern Promenade, Montreal Street from Willis Street to Eastern Promenade, Walnut Street from Willis Street to Eastern Promenade; and

BE IT FURTHER ORDERED, that all of Munjoy Hill and the Eastern Prom will be closed to traffic (Mountfort Street at Fore Street and Congress Street; Washington Avenue at Congress Street Marion Street, Cumberland Avenue, Walnut Street, and Eastern Promenade) starting at 6:30 p.m. on July 4, 2026 (or if necessary, on the July 5 Rain date):

BE IT FURTHER ORDERED, that on-street parking will be restricted from 7:00 a.m. until 11:00 p.m. on July 4, 2026 on Eastern Promenade (both sides) from Morning Street to Walnut Street, Fort Allen Park (both sides), Walnut Street (one side) from Eastern Promenade to Washington Avenue, Mountfort Street from Fore Street to Congress Street (one side), and these streets will be posted in advance; 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 Cutter Street will be closed to public traffic, except that boat launching pick-up and drop-off only (no parking) will be allowed till 6:30 p.m. on July 4 (or if necessary, on the July 5 rain date) beginning at 6:00 a.m.; and

BE IT FURTHER ORDERED, that the Festival area will also be closed to street vendors, with the exception of approved licensed food trucks and food vendors in designated areas, pursuant to Section 19-17 of the Portland City Code, and is reserved for the use of the City of Portland for the purpose of administering the Festival; and

BE IT FURTHER ORDERED, that that security for the event will be provided by the Parks, Recreation, and Facilities Department, and trash and recycling will be removed and managed by the Public Works Department; and

BE IT FURTHER ORDERED, that 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 event.

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 20, 2026
RE: **Council Agenda Item – July 4th Fireworks**

I am requesting that the following order be placed on the May 4th City Council agenda:

Order declaring Saturday July 4,2026 as the July 4th Fireworks Festival.
(Rain Date: Sunday, July 5, 2026)

The City of Portland is prepared to host a fireworks display on the 4th of July again this year. The City has presented the July 4th Fireworks and activities on the Eastern Promenade for a number of years. The display will be held on Saturday, July 4th in its usual spot on the Eastern Promenade with the fireworks set to go off at approximately 9:15pm. A rain date is scheduled for Sunday, July 5th.

Like last year, the celebration will be based around the fireworks display presented by Central Maine Pyrotechnics. There will be a musical performance by the Casco Bay Wind Symphony from 7:00pm - 9:00pm in the middle parking lot on Cutter Street. The City will be managing food vendors as has happened in the past. Approved and licensed vendors and food trucks will be allowed to operate in the designated area of the Festival Zone on Eastern Promenade roadway (between Congress Street and Morning Street).

The fireworks can be seen from other locations than the Eastern Promenade. These locations include East End Beach, Fort Allen Park, Amethyst Park, Baxter Boulevard, Payson Park, Martin's Point on Veranda Street, and Bug Light in South Portland.

The Festival runs from 6:00am (closing of Cutter Street) – 11:00pm Saturday July 4, 2026. (**Rain date is Sunday July 5th 2026).**

Fireworks will be launched from the East End Trail. The trail will need to be closed from Cutter Street to the Water Treatment Plant from 6:00 am until deemed safe by City Staff (approximately 11:00pm.) In the event of rain, these Trail closings would be in effect until Sunday, July 5th (same times would apply).

All Security for the event will be provided by the City of Portland's Parks, Recreation & Facilities Department and Portland Police Department.

All trash and recycling will be removed and managed by the City Public Works Department.

Portable toilets will be provided for the public in various locations around the Eastern Promenade.

Tennis Courts and Basketball Courts will be closed to the public beginning at 5:00pm.

Community Gardens and Playground will be closed to the public all day on July 4th beginning at 6:00am.

In order for the Festival to be held, a portion of the Eastern Promenade needs to be barricaded and closed to traffic.

The Festival area will include:
Fore Street at Mountfort Street to Eastern Promenade, Easter Promenade to Washington Avenue, Washington Avenue to Congress Street, and Congress Street at Mountfort Street to Fore Street. Festival Area will include the Fort Allen Park area, the Eastern Promenade (including sidewalk areas on both sides of the street) from Morning Street to Loring Memorial near East End Community School, the Payson Park area, as well as Baxter Boulevard area, as many families take in the fireworks display from those areas.

Cutter Street will be closed to vehicular traffic on Saturday, July 4th (except for designated handicapped parking) from 6:00am to 11:00pm or until deemed safe by City Staff. Access will be allowed for boat launch (no extended parking, drop off/pick up only) until 6:30pm on Saturday, July 4th. In the event of rain, these street closings would be in effect at 6:00am on Sunday July 5th and ending at approximately 11:00pm.

The following streets will be closed to vehicular traffic from approximately 10:00am to 11:00pm, on Saturday, July 4th (July 5th Rain date): Eastern Promenade from Morning Street to Congress Street, Wilson Street from Morning Street to Eastern Promenade, Moody Street from Morning Street to Eastern Promenade. In the event of rain, these street closings would be in effect for Sunday, July 5th.

The following streets will be closed to vehicular traffic from approximately 3:00pm to 11:00pm, on Saturday, July 4th (July 5th Rain date): Congress Street from Morning Street to Eastern Promenade, Turner Street from Morning Street to Eastern Promenade, Quebec Street from Emerson Street to Eastern Promenade, Melbourne Street from Emerson Street to Eastern Promenade, Montreal Street from Willis Street to Eastern Promenade. In the event of rain, these street closings would be in effect for Sunday, July 5th.

All of Munjoy Hill and the Eastern Promenade will be closed to traffic (from Washington Ave. up), starting at 6:30pm on Saturday July 4th (July 5th Rain date). Street closures include Mountfort Street at Fore Street and Congress Street; Washington Avenue at Congress Street, Marion Street, Cumberland Avenue, Walnut Street, and Eastern Promenade. Streets will be opened up again after the fireworks display (at approximately 11:00pm). In the event of rain, these street closings would be in effect for Sunday, July 5th.

On-street parking will be restricted from 7:00am until 11:00pm on Saturday July 4th at Eastern Promenade (both sides) from Morning Street to Walnut Street, Fort Allen Park (both sides), Walnut Street (one side) from Eastern Promenade to Washington Avenue, Mountfort Street from Fore Street to Congress Street (one side). These streets will be posted in advance, any cars parked illegally will be towed at the owner's expense. In the event of rain, these restrictions would be in effect for Sunday, July 5th. With construction, these restrictions may be subject to change.

The Festival area will also be closed to street vendors, with the exception of approved licensed food trucks and food vendors in designated areas, pursuant to Section 19-17 of the Portland City Code and is reserved for the use of the City of Portland for the purpose of administering the Festival.

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 event.

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

Street Closures and Parking Restrictions

Cutter Street and all the parking lots on Cutter Street will be closed from **10:00 PM July *3rd* to *11:00 PM July* 4th or 11:00PM, July 5th if a rain date is necessary** .

The East End Boat Launch will be available for Boaters (drop off/pick up only) unl 6:30 PM on July 4th or July 5th if a rain date is necessary. Boaters can access alternate launches nearby including the Falmouth Town Landing on Route 88(207-781-7317), Fore River Boat Launch in Bug Light Park in South Portland (207-767-7650) and Portland Yacht Services (207-774-1067).

The on-street parking will be restricted for the following streets from 7:00 AM until 11:00 PM, July 4th(rain date would extend closures to 11:00 PM July 5th):

- Eastern Promenade (both sides) from Morning Street to Walnut Street
- Fort Allen Park (both sides)
- Walnut Street (one side) from Eastern Promenade to Washington Avenue
- Mountfort Street (one side) from Fore Street to Congress Street

There are a number of parking garages and lots just a short walk from the Eastern Promenade. to view a list or map. Visit the City's website at
http://www.portlandmaine.gov/parking/offstreet.asp

At 10:00 AM on July 4th, the following streets will be closed to the public until 11:00 PM (rain date would extend closures to 11:00 PM July 5th):

- Eastern Promenade from Morning Street to Congress Street
- Wilson Street from Morning Street to the Eastern Promenade
- Moody Street from Morning Street to the Eastern Promenade

At 3:00 PM on July 4th, the following streets will be closed to the public until 11:00 PM (rain date would extend closures to 11:00 PM July 5th):

- Turner Street from Morning Street to the Eastern Promenade
- Quebec Street from Emerson Street to the Eastern Promenade
- Melbourne Street from Emerson Street to the Eastern Promenade
- Montreal Street from Willis Street to the Eastern Promenade

At 6:30 PM on July 4th, all of Munjoy Hill will be closed and the Eastern Prom will be closed to traffic (from Washington Avenue up) until 11:00 PM (rain date would extend closures to 11:00 PM July 5th):

- Mountfort Street at Fore Street and Congress Street

- Washington Avenue at Congress Street, Marion Street, Cumberland Avenue, Walnut Street, and Eastern Promenade

Alternate Fireworks Display Viewing Locations

Although the Fireworks Display can be seen from Eastern Promenade, other viewing locations are East End Beach, Fort Allen Park, Amethyst Park, Baxter Boulevard, Payson Park, Marn's Point on Veranda Street, and Bug Light (South Portland).

Food Trucks and Food Vendors

Food Vendors and Food Trucks that have been approved to operate at the event will be permitted to set-up and operate on July 4th and July 5th (rain date if necessary) in designated areas on Eastern Promenade Roadway. No parking will be allowed anywhere along both sides of Eastern Promenade Roadway from Morning Street to Walnut Street. Food Vendors and Food Trucks must arrive between 10:00am - 12:00pm. Food Vendors and Food Trucks will need to remain in place at their location until the fireworks display is completed and the roadway is deemed safe by City Staff and reopened to vehicular traffic (approximately 11:00pm).

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 227-25/26 Granting Municipal Officers' Approval of 3DD LLC, dba Three Dollar Dewey's. Application for Outdoor Dining on Public Property at 241 Commercial 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 5/12/26. This is an existing establishment adding outdoor dining on public property.

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. Three Dollar Deweys_Council Packet
2. 2026.06.01_Three Dollar Deweys_Council Order

Prepared by:
Date: 05/18/2026

4/30/26

Letter of Intent
THREE DOLLAR DEWEY'S
241 COMMERCIAL ST.
PORTLAND, ME. 04101

To whom it may Concern,

THREE DOLLAR Dewey's ~~As~~ is ~~that~~ OUTDOOR SEATING BE GRANTED IN FRONT OF 241 COMMERCIAL. DURING THE SUMMER MONTHS OUR BUSINESS INCREASES WITH TOURISTS TRAVELING WITH ANIMALS. AND IT IS HELPFUL TO THEM TO OFFER THIS SERVICE.

THANK YOU IN ADVANCE,

ALEX ROBERTS
REGIONAL OPS

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 148 SF = 296
- ☐ 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):	THREE DOLLAR Dewey's	Phone:	207-831-7373
Location Address:	241 COMMERCIAL ST. PORTLAND Zip: 04101		
Mailing Address:	Same Zip:		
Contact Person:	JOE CHRISTOPHER	Phone:	207-831-7373
Contact Person Email:	JOE@upmgt.org		
Manager of Establishment:	JOE CHRISTOPHER Date of Birth: 1/7/1971	Phone:	207-831-7373
Owner of Premises (Landlord):	SLM PROPERTIES		
Address of Premises Owner (Landlord):	PO BOX 3892 PORTLAND ME Zip: 04101		

Owner Information

Corporate Name	Corporate Mailing Address
3DD LLC	241 COMMERCIAL ST. PORTLAND Zip: 04101

Contact Person:	JOE CHRISTOPHER	Phone:	207-831-7373

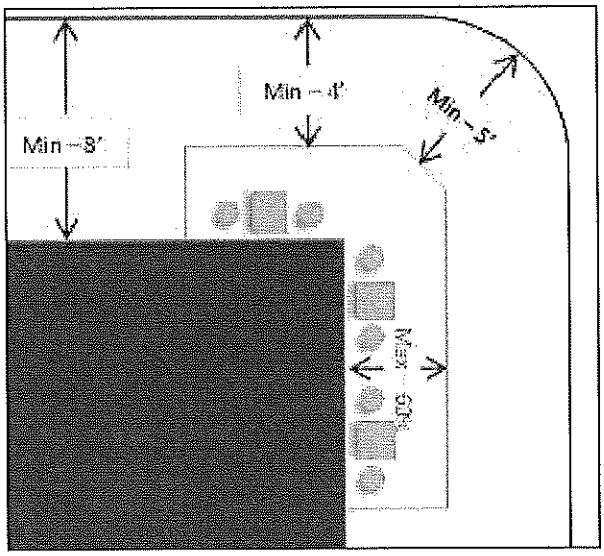
Principal Officers	Title	Date of Birth	Residence Address
DJ 2 TRUST - JILL NOAK	MEMBER	11/3/89	24 CHAMBERLAND AVE. PORT. ME
DEWEY'S MANAGEMENT LLC - JOE CHRISTOPHER	MEMBER	1/7/71	PO BOX 10 FORKS, ME
PAUL ALLEN	MEMBER	4/25/59	5 Henderson Court PORT. ME.
R&J ASSOCIATES LLC	MEMBER	12/3/43	33 OLD MAST ROAD PORT. ME

CITY OF PORTLAND
Permitting and Inspections Department

Class of License:	CLASS XI - CLASS A RESTAURANT LOUNGE
Type of food served:	AMERICAN PUB FARE
Please circle all that will be served:	Beer / Wine / Liquor /
Hours & days of operation:	MON-THURS 11:30 11:00 PM. FRI/SAT 11:30-1:00 AM SUNDAY 6-11PM
Number of Tables	7
Number of Chairs	14

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"

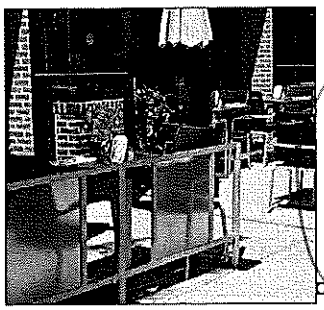


- Outdoor dining area shall not exceed 60% of the sidewalk width.
- A continuous, unobstructed sidewalk passage of 4 feet from the outer boundary of the seating area to the curb must be maintained. If the passage is not straight due to existing obstacles, then additional width may be required. Any changes 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 maintain the height clearance for sidewalk passage.

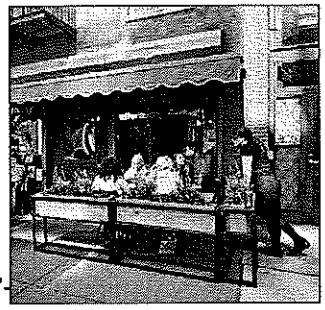
Barriers

- 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 owner Date 4/30/20

For Administrative Use Only

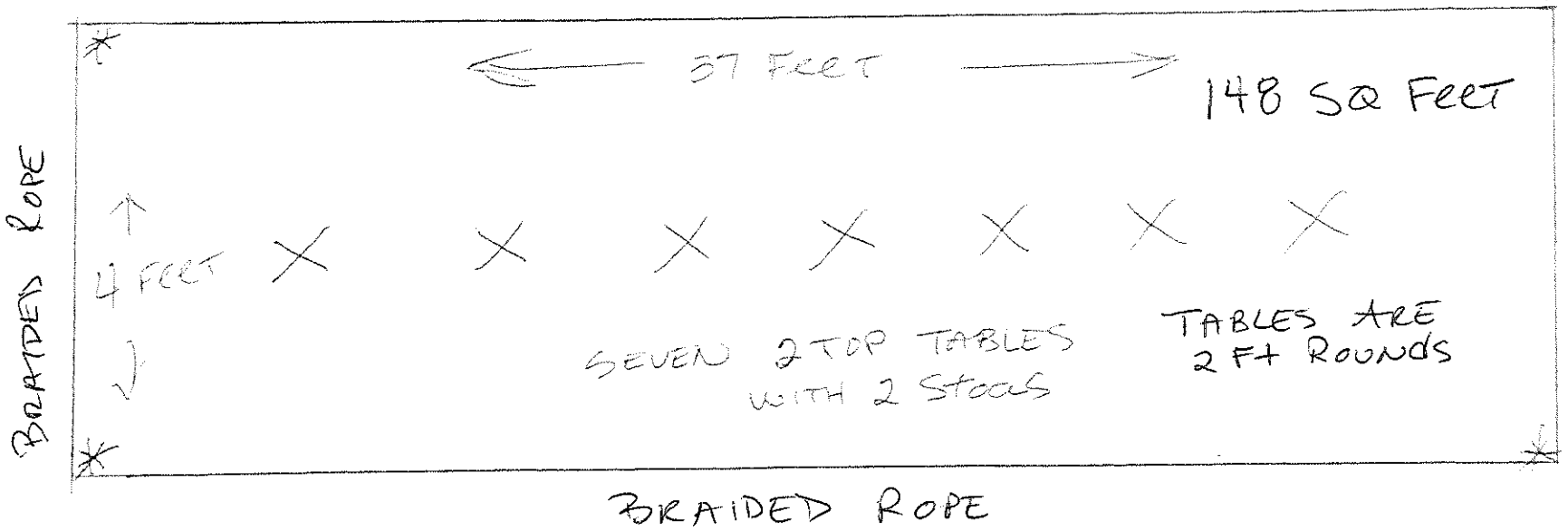
Amount: _____
Date Paid: _____
CC _____ CA _____ CK _____

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

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

241 COMMERCIAL STREET

DEWEY'S



COMMERCIAL STREET



Legal Advertisement

Notice of Public Hearing
City of Portland

A Public Hearing will be held on June 1, 2026 at 5:00 P.M., in City Council Chambers, 389 Congress St. for approval of 3DD LLC, dba Three Dollar Dewey's. Application for Outdoor Dining on Public Property at 241 Commercial Street - Sponsored by Danielle P. West, City Manager

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

May 22, 2026

3DD LLC
241 Commercial Street
Portland, ME 04101

Re: 3DD LLC, dba Three Dollar Dewey's. Application for Outdoor Dining on Public Property at 241 Commercial Street

Dear 3DD LLC:

This letter shall serve as a reminder of the public hearing before the Portland City Council on Monday June 1, 2026 at 5:00 p.m., for the review of application for Outdoor Dining on Public Property at 241 Commercial 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,

Z Lenhert

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.

Three Dollar Deweys_241 Commercial_Public Outdoor Dining

Zoning <zoning@portlandmaine.gov> Wed, May 13, 2026 at 9:03 AM
To: Zoning <zoning@portlandmaine.gov>
Cc: Zachary Lenhert <zlenhert@portlandmaine.gov>, Katlyn Sawyer <ksawyer@portlandmaine.gov>, Zoning <zoning@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>

Hello,

The legal use of the bottom floor of 241 Commercial St is *restaurant/bar*. No change of use necessary.

Zoning approves.

Will Valentine
Zoning Specialist
City of Portland

[Quoted text hidden]

State of Maine

Bureau of Alcoholic Beverages & Lottery Operations

Application Copy

File Number: 150679 Job Type: New Application

LICENSE TYPE / EVENT TYPE	APPLICATION DATE RECEIVED
Temporary Extension of Premises Special Event	2026-05-12
LICENSEE LEGAL NAME	LICENSEE TYPE
[redacted]	Limited Liability Company
DOING BUSINESS AS	CORPORATE NUMBER
[redacted]	20192255DC
INCORPORATION DATE	
[redacted]	

CORRESPONDENCE ADDRESS

8 WESTERN AVE DJ2 TRUST - JILL MOSES, KENNEBUNK ME 04043-7756

MAILING ADDRESS

8 WESTERN AVE DJ2 TRUST - JILL MOSES, KENNEBUNK ME 04043-7756

PHYSICAL ADDRESS

8 WESTERN AVE DJ2 TRUST - JILL MOSES, KENNEBUNK ME 04043-7756

CONTACT NAME	PREFERRED CONTACT METHOD
Jill Moses	Email
CONTACT PHONE	ALTERNATE PHONE
(603) 231-0758	
FAX	EMAIL
	meganm@seadogbrewing.com

CORPORATE STRUCTURE

None selected

NAME	POSITION/TITLE	% Interest
DJ2 Trust	Member	60
Dewey's Management LLC	Member	30

PARENT LICENSE(S)

LICENSE
License CARL-19-107225 (Active) - On-Premises: Beer, Wine & Spirits Three Dollar Dewey's (3DD, LLC)

MANAGED BY AGENT

No

LOCATION

3DD LLC, Three Dollar Deweys

EVENT DATE(S)

May 2026 - October 31 2026

NUMBER OF EVENT DAYS

150

EVENT HOURS OF OPERATION

M-F 11:30A-10P Sat/Sun 10A-10P

EVENT CONTACT INFORMATION

Alex Roberts
207-838-5050

EVENT ADDRESS

241 Commercial Street Portland ME 04101

Municipality

Portland

County

Cumberland

QUESTIONS

Temporary Extension of Premise

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

   Request for outdoor seating to offer outdoor dining for guests on the sidewalk of Commercial street in front of Three Dollar Deweys.

2. Will you be adding outdoor consumption?

   Yes
   Removable rope divider that will separate dining space from sidewalk, and will be brought in nightly.

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Premises Floor Plan	3DD Outdoor dining diagram.pdf	

APPLICANT

Megan McCabe

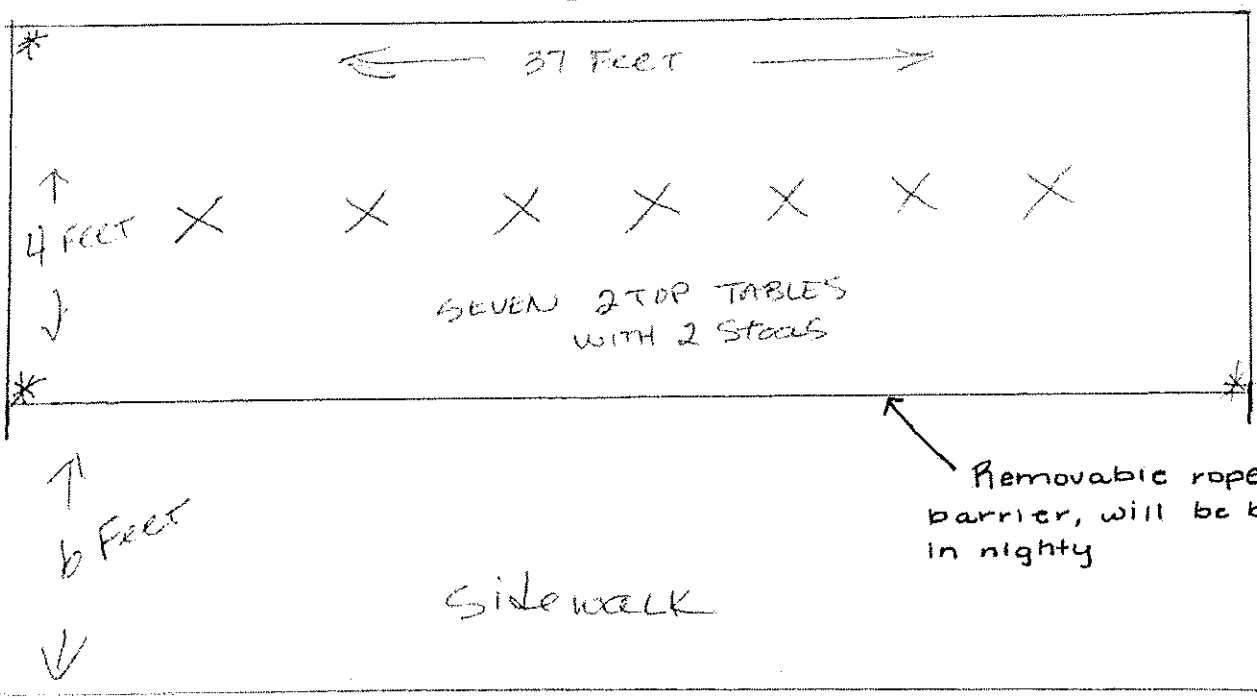
DECLARATION

☑ 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.

241 Commercial Street

DEWEY'S



Commercial Street

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:

3DD LLC, dba Three Dollar Dewey's. Application for Outdoor Dining on Public Property at 241 Commercial Street

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 228-25/26 Granting Municipal Officers' Approval of Press Hotel Owner LLC, dba The Press Hotel, Autograph Collection. Application for Class IA Inn (41+ rooms) with Indoor Entertainment at 119 Exchange 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 5/11/26. This is a change of ownership of an existing establishment.

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

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. Press Hotel Council Packet
2. 2026.06.01_Press Hotel_Council Order

Prepared by:
Date: 05/18/2026

SENT VIA ELECTRONIC SUBMISSION

May 5th, 2026

Portland Mayor Mark Dion and Portland City Council
389 Congress Street
Portland, ME 04101
Attn: Permitting and Inspections Department, Business Licensing

Re: Letter of Intent | Press Hotel Owner LLC | Application for Local Liquor License for On-Premises Consumption

Dear Mayor Dion and City Council Members:

I am writing to provide you with written notice that Press Hotel Owner LLC, a Delaware limited liability company qualified to do business in the State of Maine (the "**Company**"), desires to apply for a local liquor license for on-premises consumption at the Company's place of business to be located at 119 Exchange St, Portland, ME 04101 (i.e., The Press Hotel). The Company has submitted, and is otherwise in the process of submitting, applications for all state and local licenses necessary to own and operate The Press Hotel, including the online application for the foregoing local liquor license.

Thank you very much for your time, consideration, and requested approval.

Sincerely,



Name: Jonathan Wang

7771-2026

City of Portland - Business Licensing and Housing Safety Division

Online Liquor and Food License Application

Read all information below before continuing

The serving of food and alcoholic beverages in Portland Maine requires:
Portland Municipal Food Service Establishment with Alcoholic Beverages License
State of Maine On-Premises License, and
State of Maine - Municipal Eating and Lodging License Application HHE-638

Before submitting an application to the Business Licensing Office:

- Call the Bureau of Alcoholic Beverages and Lottery Operations (BABLO) in Augusta at 207-624-7220, to determine which class of liquor license should be applied for based on the business model. Delays may occur if the wrong license is applied for and changes need to be made.
- Contact the Portland Zoning/Code Enforcement office at 207-874-8703 to determine if the business address is zoned for use as a restaurant, bar, or brewery.
- Establishments that wish to have entertainment in the Downtown District Overlay Zone (primarily the Old Port) should check with Business Licensing at 207-874-8557 to determine if the business meets required setbacks and is eligible for an entertainment/dance license.
- Contact the Historic Preservation Division at 207-874-8726 for specific requirements if the establishment is located in a Historic District. Visit https://www.portlandmaine.gov/490/Historic-Preservation to determine the district.

The application must be complete in order to be accepted and processed. **Applications must be submitted at least four (4) weeks prior to the Council meeting.** Applications may be delayed for special circumstances of the City Council (e.g. full agenda in budget season)

For council dates please click here

What is Needed to Apply:

- Completed State application for alcohol (including Corporate Supplement, if applicable) submitted through BELLS (https://alcohol.maine.gov/): provide the File Number and date of submission
- Letter of intent addressed to the Mayor and Members of the City Council
- City application for food & alcohol
  - City application for Entertainment (if applicable)
  - Outdoor Dining application (if applicable)
- Diagram showing layout of the premises (PDF)
- Menu (PDF)
- Purchase & Sale, Deed/Title, Lease Agreement, Berthing Agreement (Vessels), or Non-Renewal Notification from previous owner (if applicable)
- Payment of fees: New application, Health Inspection, Criminal History Check, License Fees and Legal Advertisement deposit. An invoice will be created upon completion of application.

After submitting an application to the Business Licensing Office:

- Submit completed State of Maine Municipal Eating and Lodging License Application (HHE-638) to: Health Inspection Program, 286 Water Street 3rd Floor, Augusta ME 04333-0011
- Applicants will receive an email letter confirming the date, time, and location of the City Council meeting.
- Establishments are recommended to schedule inspections AFTER Council approval. If there are questions for inspectors, please find their numbers on the accompanying page.

After an application has been approved by City Council:

- Applicants will receive an invoice for the remaining balance of the legal advertisement.
- Proceed with arranging for final inspections as the establishment is ready.

- Once the Business Licensing Office has received all approvals from the required departments, the office will approve the state license and issue the municipal license.

All applicants must pay the following feel for the application to be submitted for council approval:
Application fee: $45
Liquor Class Fee: (see next page for amounts)
Health Inspection Fee: $150
Background check: $21/person
Additional fees such as Outdoor Dining and Entertainment will be listed in the Application

Liquor Classification of Establishment	Class 1A (41+ rooms Innholder) $2,239.00
Maine B.E.L.L.S. File/Tracking Number	149938
Date of Submission of Maine B.E.L.L.S. application:	05/06/2026
Name of Establishment (Doing Business As)	The Press Hotel, Autograph Collection
Physical Location of Establishment (Street Address)	119 Exchange St
What is the business' ownership structure?	Corporation/LLC/Non-Profit Organization
Name of Corporation, LLC, or Non-Profit Organization	Press Hotel Owner LLC
Business Mailing Address	444 Madison Ave Floor 14
City	New York
State	NY
ZIP	10022
Business Phone	2126804160
Establishment Email	sissembert@eosinvestors.com
Contact Person Name	Sofie Issembert
Contact Person Phone	9179029001
Contact Person Email	sissembert@eosinvestors.com
What is your targeted opening date?	06/09/2026

Please list names, residence addresses, and birthdates of ALL owners and partners. If for a corporation please include all officers and or persons to satisfy 28-A M.R.S. §651. Click green plus button to add persons.

Owners, Partners, and Officers

i. Name

Jonathan Wang

Street Address of Primary Residence

444 Madison Ave #14

City

New York

State

NY

ZIP

10022

Birth Date

01/22/1980

Corporation/LLC Name	Press Hotel Owner LLC
Corporate Mailing Address	444 Madison Ave Floor 14
City	New York
State	NY
ZIP	10022
Primary Contact Person	Sofie Issembert
Contact Phone	917-902-9001
Is any principal officer under the age of 21?	NO
Have applicant, partners, associates, or corporate officers ever been arrested, indicted, or convicted for any violation of law?	NO

Please list names, addresses, and contact information for on-site managers.

On-Site Managers

i. **Name**

Matthew Nolan

Date of Birth

06/30/1982

Phone

2078088710

Email

mnolan@thepresshotel.com

Owner of Premises (Landlord) Name	Press Hotel Owner LLC
Address of Premises Owner (Landlord)	444 Madison Ave #14
City	New York
State	NY
ZIP	10022
Owner of Premises (Landlord) Phone	917-902-9001
Owner of Premises (Landlord) Email	sissembert@eosinvestors.com
Type of Food Served:	Casual Dining
Please select all that will be served:	• Beer • Wine • Liquor
Days and Hours of Operation:	Union Restaurant: Breakfast Monday through Friday 7:00 a.m. to 11 a.m. Brunch Saturday & Sunday 7:00 a.m. to 2 p.m. Lunch Monday through Friday 11 a.m. to 2 p.m. Dinner Sunday through Thursday 5 p.m. to 9 p.m., Friday & Saturday 5 p.m. to 10 p.m. Inkwell Bar: Daily: 6-11a Tuesday: 4-10p Wednesday: 4-10p Thursday: 4-10p Friday: 1-11p Saturday: 1-11p
Is the establishment less than 300 feet from a school, dormitory, church or parish house, or similar establishment?	NO
Will you have entertainment on the premises? (If yes, a Supplemental Application for Entertainment is required.)	YES
Will you permit dancing after 1:00 a.m.?	NO
Will you have outside dining? (If yes, an Outdoor Dining Application is required)	NO
Will you have any pool tables or amusement devices (pinball, video games, juke box)?	NO
Does the Issuance of this license directly or indirectly benefit any City employee(s)?	NO
Have any of the applicants,	NO

including the corporation (if applicable), ever held a business license with the City of Portland?	

Application for Entertainment License

In the City of Portland Maine, an Entertainment License is required for events to which the public is invited or allowed to watch, listen to, or participate in; or is conducted for the purposes of holding the attention of, gaining the attention of, or diverting or amusing patrons or guests, including, but not limited to any of the following:

1. Dancing by patrons to live or recorded music;
2. The presentation of music played on sound equipment operated by an agent or contractor of the establishment, commonly known as 'disc jockey' or 'DJ';
3. The playing of background music, except where the background music cannot be heard beyond the limits of the premises on which the music is being played;
4. The presentation of live music whether amplified or unamplified;
5. The presentation of music concerts, or other similar forms of musical entertainment from any source; or
6. Any other live performance, including, but not limited to, presentations by single or multiple performers, such as hypnotists, comedians, dance arts, concerts, dances, live bands, karaoke or other live music.

6.8.14 Entertainment businesses in the B-3 and WCZ zones

A. In the B-3 and WCZ zones, a business with an entertainment license as required or authorized by Chapter 4, Section 4-51(a) of the City of Portland Code of Ordinance shall be considered an entertainment business for the purposes of this section, and may not be located within 100 feet of another entertainment business, as measured along or across public ways from the main entrance or entrances of each. This dispersal requirement shall not apply to entertainment businesses that do not allow amplified entertainment.

Additional License Fees

Indoor Entertainment: $500
Outdoor Entertainment: $700
Combined Entertainment: $800
$150 Sound Mitigation Fee is due upon application in addition to the license fee.

Please select the type of Entertainment License being applied for:	Combined Entertainment ($800)
Contact Person responsible for Entertainment:	Matthew Nolan
Contact Person Phone Number	2078088710
Contact Person Email	mnolan@thepresshotel.com
Describe in detail the type and nature of the business and proposed entertainment:	The Press Hotel is a 110 room hotel with a ground floor restaurant, Union, and cocktail / coffee bar in the lobby, Inkwell. Landlord plans to hire light live acoustic entertainment (1-2 persons) in the restaurant and lobby spaces during dinner hours Any music playback and speech reinforcement will be by means of installed sound systems in each space. These consist of ceiling mounted loudspeakers. There will be no use of portable sound systems. Any live performance would include only unamplified acoustic instruments. The anticipated maximum interior sound level in any space resulting from the sound systems is 70 dBA. The resulting exterior level at the sidewalk would be less than 50 dBA. This is lower than typical sound levels in an urban environment during the hours of operation. The hotel is surrounded by commercial and government buildings. There is no potential for residential impacts.

A Sound Mitigation Plan prepared and certified by a professional sound engineer is required for all Entertainment Licenses. The sound mitigation plan shall include, at a minimum:

1. Speaker location and direction;
2. Sound system details and controls;

3. Stage and site layout and direction;
4. Any proposed noise cancelling or mitigating measures; and
5. Anticipated sound readings at: 1. The proposed source of the sound, 2. A location eight feet (8') from the means of egress located nearest to the noise source and/or eight feet (8') from any outer wall of the premises (for indoor entertainment), 3. Each property line of the premises (for outdoor entertainment), and 4. The closest residence.

The sound mitigation plan shall require an onsite monitor when the number of attendees at an entertainment event is expected to exceed, or does exceed, 250. The on-site monitor shall be equipped with a dedicated sound pressure level (SPL) meter, and shall be available to respond to any inquiry of a City official during the time that the entertainment is being conducted.

Sound Mitigation Plan

Sound Mitigation Plan.pdf

Please include the following:

- Letter of intent addressed to the Mayor and Members of the City Council
- Floorplan/Layout of the premises
- Menu
- Purchase & Sale, Deed/Title, Lease Agreement, Berthing Agreement (Vessels), or Non-Renewal Notification from previous owner (if applicable)

Letter of intent addressed to the Mayor and Members of the City Council

Press Hotel Owner LLC - Cover Letter - Local Liquor License Application - 5.6.26.pdf

Floorplan/Layout of the premises

Press Vol. 2.3 Foodservice Revised.pdf

Menu

F&B 7.1 - OUTLET MENUS.pdf

F&B 7.2 BANQUET MENU.pdf

Purchase & Sale, Deed/Title, Lease Agreement, Berthing Agreement (Vessels), or Non-Renewal Notification from previous owner (if applicable)

The Press Executed LOI [Redacted].pdf

Signature Agreement

I hereby swear and affirm that every employee in my establishment that serves alcohol to the public has attended server training, or will attend server training within 90 days of their hire. I also understand that at any time the City license administrator can, upon request, require me to produce Server Training certificates for each employee that serves alcohol to the public in my establishment. Failure to meet the training requirement imposed by section 15-41 may result in the denial of a liquor license pursuant to 28-A M.R.S.A. § 653 (2) (G).

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

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto. I/We, hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/We, hereby waive any rights to privacy with respect thereto.

Signature



Name of Signatory	Jonathan Wang
Title of Signatory	CEO, Authorized Signatory
Date	05/06/2026

Thank you for providing this information. After clicking 'Submit' your application will be processed by staff as soon as possible. You will receive an invoice of fees due by email or postal service. All fees must be paid before the application is considered complete.

You will be updated by our staff, if necessary, as your submission is processed.

Have a great day!

TJM CONSULTING INC.
Foodservice Consulting and Design

Date: November 13, 2014

Project: The Press Hotel, Portland, Maine

Foodservice Equipment
Section 11 40 00

Revision # 5

Changes to Foodservice Equipment Plans and Specifications:

Item # 50 Sheet Pan Rack
- Relocate as per revised plan.

Item # 52 Heated/Holding Cabinet
- Relocate as per revised plan.

Item # 53 Ventless Hood System
- Relocate as per revised plan.

Item # 54 Induction Cook Top
- Relocate as per revised plan.

Item # 55 Induction Cook Top Cabinet
- Relocate as per revised plan.

Item # 56 Combi-Oven
- Relocate as per revised plan.

Item # 57 Refrigerator, 2-Section
- Relocate as per revised plan.

Item # 58 Mixer, 30-Quart
- Relocate as per revised plan.

Item # 59 Work Table with Sink
- Relocate as per revised plan.
- Unit to be modified to be 11'-6" long overall as shown on plan.

Item # 60 Wall Shelf
- Relocate as per revised plan.
- Unit to be modified to be 11'-6" long overall as shown on plan.

Item # 84 Mop Sink (New Item)
- Unit to be an Advance/Tabco model 9-OPC-84 Mop Sink with a modle K-240 service faucet.

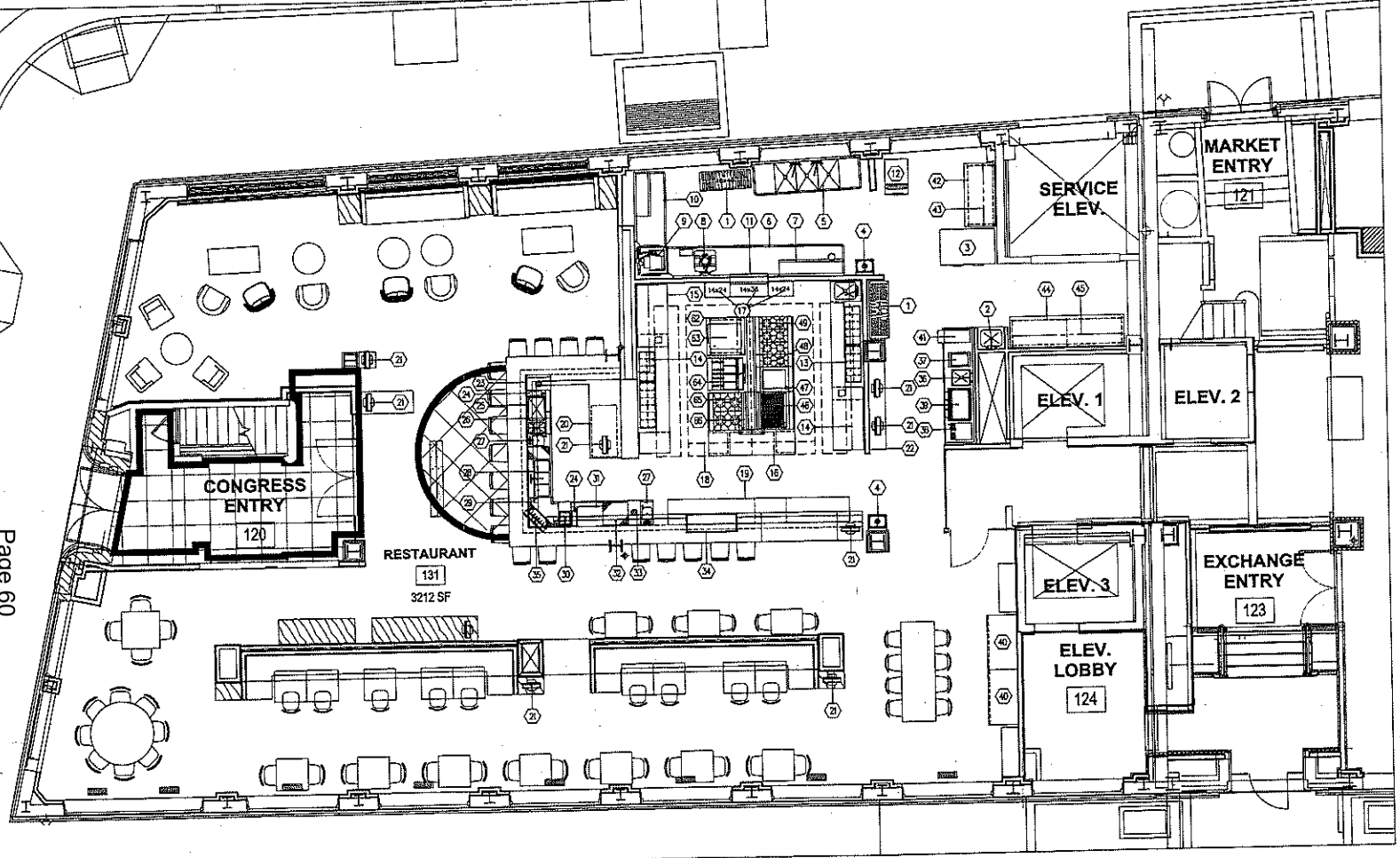
Item # 85 Work Table with Sink
- Unit to be an Advance/Tabco model VKS-306 work table with a model TA-11B Sink Bowl located as per plan.

Item # 86 Coffee Brewer (By Vendor)
- Unit to be supplied and installed by vendor.
- Unit specification is based on a FETCO model CBS-500.

Item # 121 Dishwasher, Door-Type, Ventless
- Locate as per revised plan.

Item # 122 Dishtable, Soiled
- Locate as per revised plan.
- Unit to be an Advance/Tabco model DTS-S30-72L.

Item # 123 Dishtable, Clean
- Locate as per revised plan.
- Unit to be an Advance/Tabco model DTC-S30-48R.



First Floor Restaurant Plan

SCALE – 1/4" = 1' – 0"

EQUIPMENT SCHEDULE		
MK.	QTY	DESCRIPTION
1	2	SHELVING UNIT
2	1	MOP SINK
3	1	REFRIGERATOR, 2-SECTION
4	2	HAND SINK
5	1	SINK, 3-COMPARTMENT
6	1	DISHTABLE, SOILED
7	1	SLANT RACK SHELF
8	1	DISPOSER
9	1	DISHWASHER, DOOR-TYPE, VENTLESS
10	1	DISHTABLE, CLEAN
11	1	PASS-THRU SHELF
12	1	FLAKE ICE MACHINE WITH BIN
13	1	CHEF'S COUNTER (FRYER SIDE)
14	4	WALL SHELF
15	1	CHEF'S COUNTER (BROILER SIDE)
16	1	EXPO COUNTER
17	3	SOLID SHELVING UNIT
18	1	EQUIPMENT FOOTING
19	1	REFRIGERATED WORK COUNTER
20	1	BACK BAR COOLER
21	6	P.O.S. SYSTEM (BY OTHERS)
22	1	DISH CABINET
23	1	UNDERBAR, DRY WASTE CHUTE
24	2	UNDERBAR, SODA GUN HOLDER
25	1	UNDERBAR, ICE BIN
26	1	UNDERBAR, SPEED RAIL
27	2	UNDERBAR, HAND SINK
28	1	UNDERBAR, SINK, 3-COMP.
29	1	UNDERBAR, CORNER DRAINBOARD
30	1	UNDERBAR, BLENDER STATION
31	1	UNDERBAR, ICE BIN
32	1	UNDERBAR, DRAINBOARD/GLASS RACK
33	1	UNDERBAR, DRY WASTE CHUTE
34	1	OYSTER ICE DISPLAY
35	1	BEER TAP (BY OWNER)
36	1	BEVERAGE COUNTER
37	1	WATER AND ICE STATION
38	1	COFFEE BREWER (BY VENDOR)
39	2	ESPRESSO MACHINE
40	2	DRINK DISPLAY
41	1	ARTISAN WATER SYSTEM
42	1	WORK TABLE
43	2	WALL SHELF
44	1	WORK CABINET
45	2	WALL SHELF
46	1	RANGE, CHAR-BROILER
47	1	RANGE, PLANCHA
48	1	RANGE, 2-BURNER
49	1	RANGE, 6-BURNER
50	1	SHEET PAN RACK
51	–	– SPARE NUMBER –
52	1	HEATED/HOLDING CABINET
53	1	VENTLESS HOOD SYSTEM
54	2	INDUCTION COOK TOP
55	1	INDUCTION COOKTOP CABINET
56	1	COMBI-OVEN
57	1	REFRIGERATOR, 2-SECTION
58	1	MIXER, 30-QUART
59	1	WORK TABLE W/SINK
60	2	WALL SHELF
61	1	HAND SINK
62	1	WORK TABLE
63	1	STEAMER, CONVECTION
64	1	FRYER BATTERY
65	1	RANGE, 4-BURNER
66	1	CHEESEMELTER
67	–	– SPARE NUMBER –
68	–	– SPARE NUMBER –
69	–	– SPARE NUMBER –
70	3	SHELVING UNIT
71	1	P.O.S. SYSTEM (BY OTHERS)
72	1	BACK BAR COOLER
73	1	UNDERBAR, DRAINBOARD/GLASS RACK
74	1	UNDERBAR, ICE BIN
75	1	UNDERBAR, SPEED RAIL
76	1	UNDERBAR, SODA GUN HOLDER
77	1	UNDERBAR, BLENDER STATION
78	1	UNDERBAR, STORAGE CABINET
79	1	UNDERBAR, HAND SINK
80	1	UNDERBAR, DRY WASTE CHUTE
81	1	UNDERBAR, SINK, 3-COMP.
82	–	– SPARE NUMBER –
83	–	– SPARE NUMBER –
84	1	MOP SINK
85	1	WORK TABLE WITH SINK
86	1	COFFEE BREWER
87	–	– SPARE NUMBER –
88	–	– SPARE NUMBER –
89	–	– SPARE NUMBER –
90	1	ICE MACHINE W/BIN
91	2	UTILITY CART
92	–	– SPARE NUMBER –
93	12	SHELVING UNIT
94	A	DUNNAGE RACK
95	1	WALK-IN COOLER (PRODUCE)
96	1	EVAPORATOR COIL, COOLER
97	1	WALK-IN COOLER (MEAT)
98	1	EVAPORATOR COIL, COOLER
99	1	WALK-IN FREEZER
100	1	EVAPORATOR COIL, FREEZER
101	16	SHELVING UNIT
102	1	WALK-IN COOLER (BEER)
103	1	EVAPORATOR COIL, COOLER
104	1	KEG STORAGE RACK
105	–	– SPARE NUMBER –
106	2	BAG-IN-BOX RACK (BY VENDOR)
107	1	BEER LINE CHILLER
108	3	WINE STORAGE RACK
109	2	ICE CADDY
110	1	COMPRESSOR, W/C, COOLER
111	1	COMPRESSOR, W/C, COOLER
112	1	COMPRESSOR, W/C, FREEZER
113	1	COMPRESSOR, W/C, COOLER
114-118	–	– SPARE NUMBER –
119	1	ICE MACHINE (VERIFY LOCATION)
120	1	DISHWASHER, DOOR-TYPE, VENTLESS
121	1	DISHTABLE, SOILED
122	1	DISHTABLE, CLEAN
123	1	PORTABLE BAR
124	–	– SPARE NUMBER –

W-R Office

NOTES:

1. ELECTRICAL CONTRACTOR TO RUN CONTROL WIRING BETWEEN EVAPORATORS AND REMOTE CONDENSING UNITS FOR WALK-IN COOLER AND FREEZER. CO-ORDINATE WITH KITCHEN EQUIPMENT CONTRACTOR (KEC).
2. ELECTRICAL CONTRACTOR TO INSTALL SEAL-OFF FITTINGS ON ALL CONDUIT PENETRATING WALK-IN COOLER AND FREEZER.
3. ELECTRICAL CONTRACTOR TO PROVIDE 115 VOLT W/P RECEPTACLE IN FREEZER FOR DRAIN LINE HEAT TAPE. HEAT TAPE FURNISHED AND INSTALLED BY K.E.C.
4. PLUMBING CONTRACTOR TO INSTALL VACUUM BREAKER, SOLENOID VALVE, AND FLOW CONTROL VALVE (FURNISHED) IN COLD WATER LINE TO DISPOSER.
5. KITCHEN EQUIPMENT CONTRACTOR TO PROVIDE GAS REGULATING VALVES FOR ALL GAS OPERATED KITCHEN EQUIPMENT.
6. FLOOR DRAIN REQUIRES FLOW RATE OF 5 G.P.M.
7. PLUMBING CONTRACTOR TO INSTALL ALL DRAINS AND FAUCETS SUPPLIED BY KITCHEN EQUIPMENT CONTRACTOR.
8. PLUMBING CONTRACTOR TO FURNISH AND INSTALL ALL INDIRECT DRAIN INTERRPING TO FLOOR DRAINS.
9. PLUMBING CONTRACTOR TO INSTALL GAS REGULATORS ON ALL GAS EQUIPMENT. REGULATORS BY K.E.C.
10. PLUMBING CONTRACTOR TO IGNITE ALL GAS PILOTS AND ASSIST K.E.C. AND FACTORY REP'S IN START-UP AND DEMONSTRATION OF EQUIPMENT.
11. ELECTRICAL CONTRACTOR TO INTERWIRE SOLENOID VALVE AND CONTROL PANEL TO DISPOSER.
12. GENERAL CONTRACTOR TO PROVIDE ALL REQUIRED WALL BACKING AS DIRECTED BY K.E.C.
13. GENERAL CONTRACTOR TO PROVIDE ALL REQUIRED SLEEVES THROUGH BUILDING FOR REMOTE REFRIGERATION LINES. REFRIGERATION LINES BY K.E.C.

Prepared For: 119 Development, LLC

Consultant:

Architect: ARCHETYPE Architects, 48 Union Wharf Portland, Maine 04101, (207) 772-6022 Fax (207) 772-4006

Project: PRESS HOTEL, 390 CONGRESS STREET PORTLAND, ME 04101

Revisions:	
1	5_07-31-13 50% Marriott Submission
2	5_15_08-09 60% Marriott Sub. & Prc.
3	5_13_10-14 Items for Hist & Marriott Review
4	5_14_08-13 Foodservice Revisions Per AH&C
5	5_14_11-13 Foodservice Revisions

Date: 13 AUG. 27

Scale: 1/4" = 1'-0"

Foodservice Equipment Floor Plan and Schedule First Floor

FS-1A

Wine by the Glass

House Sparkling $11

House White $11

Chardonnay // Sauvignon Blanc // Pinot Grigio

House Red $11

Cabernet Sauvignon // Pinot Noir // Merlot

Local Beer

Allagash White, Belgian-style Witbier, Maine $9

Shacksbury Cider, Dry Cider, Vermont $9

Banded Brewing, Veridian IPA, Maine $9

Bunker Brewing, Machine Czech Pilsner, Maine $9

Local Rotating, Maine $9

Non-Alcoholic

Athletic Brewing, Run Wild NA IPA, Connecticut $9

Assorted Maine Root Sodas $6

Saratoga Still & Sparkling $6

Fever Tree Mixers $6

Inclusive Brunch Bars

Mimosa & Bloody Mary Bar $30 per Person

Mimosa Bar $18 per Person

Bloody Mary Bar $22 per Person

Reuter Associates LLC
CONSULTANTS IN ACOUSTICS

10 Vaughan Mall, Suite 201A
Portsmouth, NH 03801
603-430-2081

Press Hotel
Sound Mitigation Plan

December 21, 2021

Facility Overview

The Press Hotel contains the following entertainment spaces:

1. **Union Restaurant** (1st Floor) – This area is approximately 3200 sf, with windows along Exhange, Congress, and Market Streets at sidewalk level.
2. **Inkwell** (1st Floor) – This area is a bar/coffee bar located within the lobby with windows along Exchange and Federal Streets about 10 ft above the sidewalk.
3. **Meeting Rooms** (Basement) – There are several multi-purpose meeting rooms on the basement level with small, fixed windows along Exchange, Market, and Federal Streets.

Potential Impacts on Surrounding Uses

There are no potential impacts outside of the building. Interior sound levels are low and windows remain closed under normal circumstances. It is unlikely that activities within the spaces listed would be audible, even at the sidewalks.

Sound System Details and Anticipated Sound Readings

Any music playback and speech reinforcement will be by means of installed sound systems in each space. These consist of ceiling mounted loudspeakers. There will be no use of portable sound systems. Any live performance would include only unamplified acoustic instruments.

The anticipated maximum interior sound level in any space resulting from the sound systems is 70 dBA. The resulting exterior level at the sidewalk would be less than 50 dBA. This is lower than typical sound levels in an urban environment during the hours of operation.

The hotel is surrounded by commercial and government buildings. There is no potential for residential impacts.

On-Site Monitoring

None of the entertainment spaces has a capacity of 250 people. Therefore, no monitoring will be necessary.

Prepared by



Eric L. Reuter, FASA, INCE Bd. Cert.

Prepared For: 119 Development, LLC P.O. Box 7468 Portland, ME 04112	Consultant: STONEHILL & TAYLOR ARCHITECTS AND PLANNERS 31 W. 27th Street New York, NY 10001 (212) 226-8536 Fax (212) 941-1574	Architect: ARCHITYPE architects 48 Union Wharf Portland, Maine 04101 (207) 772-6022 Fax (207) 772-6056	Project: Press Hotel 119 Exchange St Portland, ME 04101	Revisions: 1 12.02.01 100% Marrivin Submission 2 13.09.09 100% Marrivin Sub. & Rev. 3 13.10.14 Close the Hall & Atrium Rev.	Date: 06 SEPT, 2013 Scale: 1/8" = 1'-0" LOWER LEVEL & LOBBY LEVEL FURNITURE PLANS ID-5.01

GENERAL NOTES:
1. REFER TO FF+E SPECIFICATIONS BOOK FOR INFO.

Beyond Words:

Banquet Beverage Menu

Hosted Bar

Press Top Shelf:	Cocktail $17	Specialty Cocktail $18
Vodka	Batson River Clock Farm	
Gin	Barr Hill	
Rum	Three of Strong Merrymeeting	
Bourbon	Wiggly Bridge	
Scotch	Johnny Walker Black	
Tequila	Espolon	
Brandy	Courvoisier VSOP	

Press Local:	Cocktail $15	Specialty Cocktail $16
Vodka	Cold River	
Gin	Hardshore	
Rum	Three of Strong Brightwater	
Bourbon	Stroudwater	
Tequila	Wiggly Bridge Agave Spirit	
Brandy	Courvoisier VS	

Press Standard:	Cocktail $13	Specialty Cocktail $14
Vodka	Russian Standard	
Gin	New Amsterdam	
Rum	Gosling Black Seal	
Bourbon	Evan Williams Black	
Tequila	Sauza Blanco	

Press Hotel_119 Exchange_Class IA Inn

Robert Miller <robertjm@portlandmaine.gov> Tue, May 12, 2026 at 6:49 PM
To: Treasury Division <treasury@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>, Zoning <zoning@portlandmaine.gov>, Matthew Caton <mcaton@portlandmaine.gov>, Laurie Carlson <lac@portlandmaine.gov>, Eric Cobb <ecobb@portlandmaine.gov>, Benjamin Pearson <bnp@portlandmaine.gov>, Elisa Marr <emarr@portlandmaine.gov>, Tom Williams <tw@portlandmaine.gov>, Jason Grant <jgrant@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>, Christina Stacey <cstacey@portlandmaine.gov>, "McGary, Glen" <glen.mcgary@maine.gov>, Kevin Schneck <kschneck@portlandmaine.gov>

Looks good-Pd
[Quoted text hidden]

portland

Zachary Lenhert <zlenhert@portlandmaine.gov>

Press Hotel_119 Exchange_Class IA Inn

Zoning <zoning@portlandmaine.gov> Wed, May 13, 2026 at 9:10 AM
To: Zoning <zoning@portlandmaine.gov>
Cc: Zachary Lenhert <zlenhert@portlandmaine.gov>, Katlyn Sawyer <ksawyer@portlandmaine.gov>, Zoning <zoning@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>

Hello,

The legal use of 119 Exchange St is *hotel with restaurant*. No change of use necessary.

Thank you,

Will Valentine
Zoning Specialist
City of Portland
[Quoted text hidden]

Legal Advertisement

Notice of Public Hearing
City of Portland

A Public Hearing will be held on June 1, 2026 at 5:00 P.M., in City Council Chambers, 389 Congress St. for approval of Press Hotel Owner LLC, dba The Press Hotel, Autograph Collection. Application for Class IA Inn (41+ rooms) with Indoor Entertainment at 119 Exchange Street - Sponsored by Danielle P. West, City Manager

City of Portland

Sound Mitigation Review

Date: 5/19/2026

Business Press Hotel

Applicant Jonathan Wang

	DESCRIPTION	yes	no
	Sound system appropriate for the size venue	Yes	
	Performance space located in an appropriate location	Yes	
	Performance space facing in an appropriate direction to control sound	n/a	
	Surrounding surfaces appropriate to control sound	Yes	
	Additional sound absorbing features		
	additional notes	non residential area	
	Approved	Yes	

DIRECT ALL INQUIRIES TO:
Kevin Schneck
(207) 756-8433
kschneck@portlandmaine.gov

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

May 22, 2026

Press Hotel Owner LLC
444 Madison Avenue, Floor 14
New York, NY 10022

Re: Press Hotel Owner LLC, dba The Press Hotel, Autograph Collection. Application for Class IA Inn (41+ rooms) with Indoor Entertainment at 119 Exchange Street

Dear Press Hotel Owner LLC:

This letter shall serve as a reminder of the public hearing before the Portland City Council on Monday June 1, 2026 at 5:00 p.m., for the review of application for Class IA Inn (41+ rooms) with Indoor Entertainment at 119 Exchange 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,

Z Lenhert

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: 146101 Job Type: New Application

LICENSE TYPE	APPLICATION DATE RECEIVED
On-Premises: Beer, Wine & Spirits	2026-05-06

SECONDARY LICENSE(S)

None selected

LICENSEE LEGAL NAME	LICENSEE TYPE
Press Hotel Owner LLC	Limited Liability Company
DOING BUSINESS AS	CORPORATE NUMBER
The Press Hotel	202601541FC
INCORPORATION DATE	
2026-04-07	

CORRESPONDENCE ADDRESS

444 Madison Ave Floor 14 New York NY 10022

MAILING ADDRESS

PHYSICAL ADDRESS

CONTACT NAME	PREFERRED CONTACT METHOD
Jonathan Wang	Email
CONTACT PHONE	ALTERNATE PHONE
(917) 890-6366	
FAX	EMAIL
	jwang@eosinvestors.com

CORPORATE STRUCTURE

NAME	POSITION/TITLE	PARENT COMPANY	% INTEREST
Philip Niarchos	Owner		11
Spyridon Niarchos	Owner		11
Jonathan Wang	Officer, Owner		0
Abdulla Hamad Alfuttaim	Owner		18

ADDITIONAL INFORMATION

Please see supplemental ownership form for more information

MANAGED BY AGENT

No

PREMISES TYPE

Hotel

PREMISES NAME

The Press Hotel, Autograph Collection

OPERATOR

EOS Hospitality LLC

PHYSICAL ADDRESS

119 Exchange St Portland ME 04101

MAILING ADDRESS

119 Exchange St Portland ME 04101

CONTACT NAME

Sofie Issembert

PREFERRED CONTACT METHOD

Email

CONTACT PHONE

(917) 902-9001

ALTERNATE PHONE

FAX

EMAIL

sissembert@eosinvestors.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

   Answer "No" if you are a Sole Proprietor.

   Yes
   202601541FC

2. What is your expected start date?

   6/9/2026

3. Has/have applicant(s) formerly held a Maine liquor license?

   No

4. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

   Yes
   See attached for liquor licenses

5. Is the applicant/licensee an individual, partnership, or association? (Not a corporation or LLC)

   No

6. Are all licensees/applicants residents of the State of Maine?

   No
   Jonathan Wang

7. Is your license for a club with a membership?

   No

8. Is your license application for a vessel?

   No

9. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

No

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

No

11 Will any law enforcement officer directly benefit financially from this license?

No

12 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

13 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

14 What is the full name and date of birth of the person managing this premises?

Jonathan Wang
1/22/1980

15 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

16 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

17 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

18 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

19 Does the licensee/applicant have any arrangement such as a lease where rent is based on sales, an agreement where another party receives a portion of the revenue or profits from the business, or a right to acquire an ownership interest in the business?

No

20 At which address are your business records located?

444 Madison Avenue Floor 14
New York, NY 10022

21 What will be your business hours? Please indicate each day's open and close times.

Union Restaurant:
Breakfast Monday through Friday 7:00 a.m. to 11 a.m.
Brunch Saturday & Sunday 7:00 a.m. to 2 p.m.
Lunch Monday through Friday 11 a.m. to 2 p.m.
Dinner Sunday through Thursday 5 p.m. to 9 p.m., Friday & Saturday 5 p.m. to 10 p.m.

Inkwell Bar:
Daily: 6-11a
Tuesday: 4-10p
Wednesday: 4-10p
Thursday: 4-10p
Friday: 1-11p
Saturday: 1-11p

22 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Portland High School, 0.2 miles
Portland College of Art, 0.5 miles
First Parish in Portland, Unitarian Universalist, 0.2 miles

23 Is your application for a Hotel or Bed & Breakfast?

Yes
110

24 Do you have a food menu?

Yes
(document uploaded)

25 How many seats do you have? Include indoor and outdoor seating.

101 (indoor)

26 How many bathrooms do you have available to patrons?

ground floor - 1 womens (4 stalls) / 1 mens (2 stalls / 2 urinals)
lower level - 1 womens (4 stalls) / 1 mens (2 stalls / 2 urinals)

27 Describe each area of the premises where alcoholic beverages will be served, consumed, or stored.

Include all interior and exterior areas (e.g., dining rooms, bars, patios, decks, function rooms, etc.) and use names or labels that correspond to your submitted floor plan.

Please see floor plans attached for additional detail. Alcohol will be stored, served, and consumed in the ground floor restaurant, lobby bar, remaining lobby and reception area (including flex space currently serving as a meeting room). In the basement level, alcohol will be stored, served, and consumed in meeting rooms, board rooms, and pre-function gallery as part of banquets and catering events

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Food Menu	F&B 7.1 - OUTLET MENUS.pdf	
Food Menu	F&B 7.2 BANQUET MENU.pdf	
Supplemental Ownership Form	102 Supplemental Ownership Form and Affidavit (Completed).pdf	
Premises Floor Plan	101 Floor Plan.docx	

APPLICANT

Olivia Nisbet

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.

STATE OF MAINE
DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES
BUREAU OF ALCOHOLIC BEVERAGES AND LOTTERY OPERATIONS
DIVISION OF LIQUOR LICENSING AND ENFORCEMENT

Supplemental Ownership Form

28-A M.R.S. §651

All Questions Must Be Answered Completely.

1. Company or sole proprietor legal name:	2. Date of incorporation/registration:	3. State of incorporation:
Press Hotel Owner LLC	4/7/2026	DE

List the following information for officers, directors, owners equal to or over 10%, and persons with indirect financial interest in the applicant.

Name	Date of Birth	Phone or E-mail	Address	Title	Ownership Stake (%)
Philip Niarchos	10/23/1952	+377.93.15.71.60	Villa Marguns, Via Marguns 31, 7500 St Moritz, Switzerland	Owner	10.54%
Spyridon Niarchos	5/17/1955	+377.93.15.71.60	Chesa Godet, Via Chasellas 10, 7500 St. Moritz, Switzerland	Owner	10.54%
Abdulla Hamad Alfuttaim	01/01/1940	646-493-5303	21st Floor Festival Tower, Dubai Festival City, 152, Dubai, UAE	Owner	17.92%
Jonathan Wang	01/22/1980	917-890-6366	6 E 93rd St, #1, New York, NY 10128	Officer, Owner	0.05%

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:

Press Hotel Owner LLC, dba The Press Hotel, Autograph Collection. Application for Class IA Inn (41+ rooms) with Indoor Entertainment at 119 Exchange Street

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 229-25/26 Granting Municipal Officers' Approval of Après LLC, dba Après. Application for Class A Lounge with Indoor Entertainment at 20 Van Aken Way - 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 5/6/26. Location was previously Halo at the Point.

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. Apres_Council Packet
2. 2026.06.01_Apres_Council Order

Prepared by:
Date: 05/18/2026

May 6, 2026

Mayor Mark Dion and Members of the Portland City Council
City of Portland

Dear Mayor Dion and City Council Members,

My name is Michael Cardente, and I am one of the owners of Après, located on Anderson Street in Portland. After nearly five years in business, we are seeking to grow our company by adding an event venue currently known as Halo, located at 20 Van Aken Way on Thompson's Point.

As part of this expansion, we are respectfully seeking approval for a liquor license for this location. We are excited about the opportunity to continue investing in Portland's hospitality and events community, and we sincerely appreciate your consideration of our application.

Thank you for your time and attention.

Sincerely,



Michael Cardente
Co-Owner
Après, LLC

After an application has been approved by City Council:

- Applicants will receive an invoice for the remaining balance of the legal advertisement.
- Proceed with arranging for final inspections as the establishment is ready.
- Once the Business Licensing Office has received all approvals from the required departments, the office will approve the state license and issue the municipal license.

All applicants must pay the following feel for the application to be submitted for council approval:
Application fee: $45
Liquor Class Fee: (see next page for amounts)
Health Inspection Fee: $150
Background check: $21/person
Additional fees such as Outdoor Dining and Entertainment will be listed in the Application

Liquor Classification of Establishment	Class X (Class A Lounge) $2,774.00
Maine B.E.L.L.S. File/Tracking Number	147136
Date of Submission of Maine B.E.L.L.S. application:	04/29/2026
Name of Establishment (Doing Business As)	Après
Physical Location of Establishment (Street Address)	20 Van Aken Way
What is the business' ownership structure?	Corporation/LLC/Non-Profit Organization
Name of Corporation, LLC, or Non-Profit Organization	Après, LLC
Business Mailing Address	148 Anderson Street
City	Portland
State	Maine
ZIP	04101
Business Phone	207-233-7229
Establishment Email	mike@apresdrinks.com
Contact Person Name	Michael Cardente
Contact Person Phone	207-233-7229
Contact Person Email	mike@apresdrinks.com
What is your targeted opening date?	06/01/2026

Please list names, residence addresses, and birthdates of ALL owners and partners. If for a corporation please include all officers and or persons to satisfy 28-A M.R.S. §651. Click green plus button to add persons.

Owners, Partners, and Officers

i. **Name**

Michael Cardente

Street Address of Primary Residence

365 Danforth Street

City

Portland

State

Maine

ZIP

04102

Birth Date

09/07/1981

ii. **Name**

John Ryan Houghton

Street Address of Primary Residence

159 Ocean Avenue

City

Portland

State

Maine

ZIP

04103

Birth Date

01/12/1979

Corporation/LLC Name	Apres, LLC
Corporate Mailing Address	148 Anderson Street
City	Portland
State	Maine
ZIP	04101
Primary Contact Person	Michael Cardente

Contact Phone	207-233-7229
Is any principal officer under the age of 21?	NO
Have applicant, partners, associates, or corporate officers ever been arrested, indicted, or convicted for any violation of law?	YES
If Yes, please explain:	John Houghton 1/18/2000 theft by unauthorized taking $238 fine. Took some pizza with friends at collage. University of Maine

Please list names, addresses, and contact information for on-site managers.

On-Site Managers

i. **Name**

Mike Cardente

Date of Birth

09/07/1981

Phone

207-233-7229

Email

mike@apresdrinks.com

Owner of Premises (Landlord) Name	Forefront Brick North, LLC
Address of Premises Owner (Landlord)	100 Middle Street, East Tower, Suite 230
City	Portland
State	Maine
ZIP	04101
Owner of Premises (Landlord) Phone	207-347-1614
Owner of Premises (Landlord) Email	parallaxpartners@gmail.com
Type of Food Served:	Small Plates
Please select all that will be served:	• Beer • Wine • Liquor

Days and Hours of Operation:	Monday-Sunday 12:00PM-12:00PM
Is the establishment less than 300 feet from a school, dormitory, church or parish house, or similar establishment?	NO
Will you have entertainment on the premises? (If yes, a Supplemental Application for Entertainment is required.)	YES
Will you permit dancing after 1:00 a.m.?	NO
Will you have outside dining? (If yes, an Outdoor Dining Application is required)	NO
Will you have any pool tables or amusement devices (pinball, video games, juke box)?	NO
Does the Issuance of this license directly or indirectly benefit any City employee(s)?	NO
Have any of the applicants, including the corporation (if applicable), ever held a business license with the City of Portland?	YES
If Yes, please list business name(s) and location(s):	Apres, LLC

Application for Entertainment License

In the City of Portland Maine, an Entertainment License is required for events to which the public is invited or allowed to watch, listen to, or participate in; or is conducted for the purposes of holding the attention of, gaining the attention of, or diverting or amusing patrons or guests, including, but not limited to any of the following:

1. Dancing by patrons to live or recorded music;
2. The presentation of music played on sound equipment operated by an agent or contractor of the establishment, commonly known as 'disc jockey' or 'DJ';
3. The playing of background music, except where the background music cannot be heard beyond the limits of the premises on which the music is being played;
4. The presentation of live music whether amplified or unamplified;
5. The presentation of music concerts, or other similar forms of musical entertainment from any source; or
6. Any other live performance, including, but not limited to, presentations by single or multiple performers, such as hypnotists, comedians, dance arts, concerts, dances, live bands, karaoke or other live music.

6.8.14 Entertainment businesses in the B-3 and WCZ zones

A. In the B-3 and WCZ zones, a business with an entertainment license as required or authorized by Chapter 4, Section 4-51(a) of the City of Portland Code of Ordinance shall be considered an entertainment business for the purposes of this section, and may not be located within 100 feet of another entertainment business, as measured along or across public ways from the main entrance or entrances of each. This dispersal requirement shall not apply to entertainment businesses that do not allow amplified entertainment.

Additional License Fees

Indoor Entertainment: $500
Outdoor Entertainment: $700
Combined Entertainment: $800

$150 Sound Mitigation Fee is due upon application in addition to the license fee.

Please select the type of Entertainment License being applied for:	Indoor Entertainment ($500)
Contact Person responsible for Entertainment:	Michael Cardente
Contact Person Phone Number	207-233-7229
Contact Person Email	mike@apresdrinks.com
Describe in detail the type and nature of the business and proposed entertainment:	Apres is taking over the operation of the licensed indoor event venue and lounge on Thompson's point called Halo. We will continue to offer the space for private and public events. Private events for example include weddings, company parties and non profit fund raisers. Public events for example include makers markets and concerts.

A Sound Mitigation Plan prepared and certified by a professional sound engineer is required for all Entertainment Licenses. The sound mitigation plan shall include, at a minimum:

1. Speaker location and direction;
2. Sound system details and controls;
3. Stage and site layout and direction;
4. Any proposed noise cancelling or mitigating measures; and
5. Anticipated sound readings at: 1. The proposed source of the sound, 2. A location eight feet (8') from the means of egress located nearest to the noise source and/or eight feet (8') from any outer wall of the premises (for indoor entertainment), 3. Each property line of the premises (for outdoor entertainment), and 4. The closest residence.

The sound mitigation plan shall require an onsite monitor when the number of attendees at an entertainment event is expected to exceed, or does exceed, 250. The on-site monitor shall be equipped with a dedicated sound pressure level (SPL) meter, and shall be available to respond to any inquiry of a City official during the time that the entertainment is being conducted.

Sound Mitigation Plan	SOUND MITIGATION PLAN 2020.05.14.pdf

Please include the following:

- Letter of intent addressed to the Mayor and Members of the City Council
- Floorplan/Layout of the premises
- Menu
- Purchase & Sale, Deed/Title, Lease Agreement, Berthing Agreement (Vessels), or Non-Renewal Notification from previous owner (if applicable)

Letter of intent addressed to the Mayor and Members of the City Council	LOI Thompsons Point.pdf
Floorplan/Layout of the premises	Halo Floor Plan 1 in = 130 in.pdf
Menu	menu 1 16 26.pdf BAR_THOMPSON'SPOINT_WEDDINGS (2).pdf
Purchase & Sale, Deed/Title, Lease Agreement, Berthing Agreement (Vessels), or Non-	Signed TP Lease copy .pdf

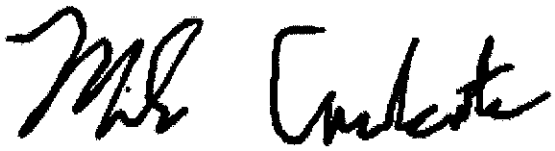
Renewal Notification from
previous owner (if applicable)

Signature Agreement

I hereby swear and affirm that every employee in my establishment that serves alcohol to the public has attended server training, or will attend server training within 90 days of their hire. I also understand that at any time the City license administrator can, upon request, require me to produce Server Training certificates for each employee that serves alcohol to the public in my establishment. Failure to meet the training requirement imposed by section 15-41 may result in the denial of a liquor license pursuant to 28-A M.R.S.A. § 653 (2) (G).

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

It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto. I/We, hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/We, hereby waive any rights to privacy with respect thereto.

Signature	
Name of Signatory	Michael Cardente
Title of Signatory	Co-Owner, Apres, LLC
Date	05/06/2026

Thank you for providing this information. After clicking 'Submit' your application will be processed by staff as soon as possible. You will receive an invoice of fees due by email or postal service. All fees must be paid before the application is considered complete.

You will be updated by our staff, if necessary, as your submission is processed.

Have a great day!

SOUND MITIGATION PLAN

PREPARED FOR:
FOREFRONT BRICK SOUTH, LLC,
FOREFRONT EVENTS, LLC, AND HALO AT THE POINT

VENUES ANALYZED:
BRICK SOUTH, DEPOT PAVILION,
AND HALO AT THE POINT (BRICK NORTH)

LOCATED AT:
FOREFRONT AT THOMPSON'S POINT
PORTLAND, MAINE

PREPARED BY:
HALO STUDIOS
WINDHAM, ME

14 MAY 2020

14 May 2020

From: Darren Elder, Halo Studios

To: Jessica Hanscombe, Licensing, City of Portland

Dear Ms. Hanscombe,

On behalf of our clients at Thompson's Point, Halo Studios is pleased to provide this Sound Mitigation Plan in support of entertainment licensing for Forefront Brick South, LLC ("Brick South"), Forefront Events, LLC ("Depot Pavilion"), and Halo at the Point, which is a tenant in the Brick North mixed-use commercial building ("Halo").

For ease of review, we have provided our findings and recommendations in order of the required items as outlined in the Code of Ordinances, Chapter 4, Sec. 4-52, Rev. 7-15-2019 4-10, 2 (a-d) inclusive.

Because Thompson's Point accommodates a variety of events around its campus, often in conjunction with qualified catering service from Brick South, we have assembled all three primary areas on site where entertainment generally occurs under this mitigation plan, namely Brick South, the Depot Pavilion, and Halo; we have not, however, addressed the large outdoor concerts that are held at the Depot Pavilion in partnership with the State Theatre in this Sound Mitigation Plan.

We trust that the information and guidance we have provided will meet the City's needs, and stand ready to answer any questions you may have as you conduct your review.

(a.)

This plan meets the requirement that it be prepared by a professional sound engineer with appropriate experience and training. Halo Studios brings decades of experience and a track record that is second to none in terms of sophisticated sound engineering, acoustic design, and consulting on complex sound and audio-visual environments. Our proprietary design and modeling permits us to "tame" indoor and outdoor spaces of any size and configuration, and we have been on board at Thompson's Point for several years accomplishing these outcomes for the businesses that are the subject of the current license application.

The team at Halo Studios is routinely called upon by clients ranging from world-renowned recording artists and mastering studios to private businesses and municipalities to solve their acoustical needs and sound engineering challenges.

Over the last sixteen years, we have become beta-testers for multiple cutting edge audio software and treatment companies, which allows us to take every measure to maximize the acoustic experience within each designated space while minimizing unwanted frequencies and decibel levels.

Professional references are available upon request, and more information about the specialists at Halo Studios can be found here:

http://thehalostudio.com/about-us/who-we-are/

(b.)

Our Sound Mitigation Plan begins by identifying the surrounding uses to which we aim to minimize, and indeed to eliminate, impact, both in terms of overall dba levels and tonal and impulse sounds.

The nearest residential uses to the project are located in the R-5 and R-6 zones and are approximately 1,640 feet north and west of the portion of Thompson's Point were Brick South and Halo are located and in excess of 2,000 ft from the Depot Pavilion.

Other surrounding land uses include the Portland Jetport across the Fore River to the Southwest, Interstate 295 which parallels the site to the east, and the Portland Transportation Center (bus and train stations) to the north.

These surrounding land uses are all significant transportation noise sources and the aircraft noise from the Portland Jetport is analyzed at periodic intervals in accordance with Federal Aviation Regulation Part 150. As a practical matter, with respect to nearby residents, the sound output from these neighbors (jet engines, train engines and whistles, etc.), and from the I-295 corridor, far exceeds the dba, tonal, and impulse impacts from any entertainment activity that Thompson's Point could generate.

Our Sound Mitigation Plan combines three simple elements which, when operated in conjunction, permit us to deliver superior sound mitigation that results in negligible impacts on neighboring uses.

These are:

1. Underlying sound measurement matrix and mathematical assumptions;

2. Distribution of professional audio equipment;

3. Regular monitoring during events

Items 1 and 2 are discussed in more detail in response to section (c.) below, and item 3 is treated in response to section (d.) below.

(c.)

Both indoor and outdoor events utilize a distributed professional sound amplification system that will consist of two sound production assemblies which may be integrated; one type of assembly is mobile, and one type (in the case of the Halo space in Brick North, and the house PA system in Brick South), is fixed. Each is designed to be compatible with the other and operated to achieve the best sound quality with the least amount of negative impact on surrounding uses.

Halo Studios staff specified, procured, designed the installation of, and continues to provide technical oversight of this equipment, and has trained Thompson's Point staff on its basic operation as well.

Because of the design of their audio systems, and given the substance and heft of the materials used in the construction of both Halo and Brick South, when the doors of the venues are closed, there is, for all intents and purposes, no appreciable sound within 8' of the building as measured by SPL meter (as well as by general observation).

One or both arrangements of the distributed amplification system can be used depending on whether entertainment presented indoors, outdoors, or is an indoor/outdoor event.

The following data is intended to present generally anticipated sound pressure levels at various points on and adjacent to the Thompson's Point property resulting from amplified entertainment. Though the intent of the ordinance is to include all modes of entertainment, including but not limited to acoustic performance as well as pre-recorded music played via speakers, whether indoor or outdoor, as a practical (and perhaps obvious) matter these modes are far less impactful than concert-level amplified music, so, to be as conservative as possible, we have utilized outdoor concert industry metrics to establish our underlying matrix and mathematical models.

For the purposes of modeling impacts, the base line for these calculations is concerts with 85dB (A-weighted) measured SPL at the FOH mix position (usually 75' from the stage).

The mathematical model used is the Inverse Square Law:

$20*\log(D2/D1)= X$

where "D1" represents distance from center stage to FOH Mix, "D2" represents distance from center stage to perimeter location and "X" represents the reduction in dBspl from "D1" to "D2".

Using inverse square law calculations we would expect the following resulting SPL outcomes in each given location/distance from an amplified entertainment source measuring 85dBA at the FOH mix position (which is assumed to be located approximately at or near an axis line running along the northerly edge of the concrete floor of the Depot Pavilion):

Location (dist.)	**Resulting SPL**
Railroad Tracks (750')	65.0dBA
Portland Transportation Center (1050')	62.1dBA
50 Sewall Street offices (1600')	58.4dBA
Sewall Street (1350')	59.9dBA
Fore River Parkway Entrance (1350')	59.9dBA
Northerly end of parking lot at northwestern end of Thompson's Point (1350')	59.9dBA
Nearest Residential Property at Powsland Street (1640')	58.3dBA

It is important to note that the use of a quality sound system, such as the equipment deployed by our team; the presence of various buildings on-site (and off-site, such as the Portland Transportation Center terminal and Concord Coach Lines bus depot) and the buffering effect of the landscaping around Thompson's Point and at its northwesterly edge, will all combine to result in significantly lower "real-world" measurements at each location than those "pure" figures shown above.

Further, it is important to note that these landscape and architectural features will also buffer against tonal and impulse sounds to the benefit of the residential properties to the north and northwest.

As a practical matter, sound levels at the FOH mix position could be higher than 85dBA and still result in sound levels at the nearest residential property that do not exceed 60dBA. As discussed earlier, the surrounding conditions, such as the Portland Jetport, I-295, and the Portland Transportation Center, already create ambient sound exceeds these levels. But with respect to entertainment held on the Thompson's Point campus, the intent of our analysis has been to demonstrate that, even with an output of 85 dBA at the source, it is mathematically impossible for any sound impact produced on campus to be in excess of 60 dBA at the nearest residential property, and the impact will most certainly be well below

this level when "real world" factors such as buildings, topography, and landscaping are introduced into the equation.

Obviously, any indoor entertainment at Brick South or Halo would never generate a sound output even remotely approximating the level of a large outdoor concert (it would be so excruciating to patrons to be in a venue with such sound levels that this almost doesn't bear mentioning); any outdoor entertainment, including entertainment at the Depot Pavilion, entertainment inside the Brick South or Halo spaces with their garage doors open, or entertainment in the outdoor plaza adjacent to the Halo space, would have to exceed concert-level output to negatively impact neighboring uses, which is a practical impossibility.

The Halo space in Brick North has been outfitted with customized sound treatments consisting of sound absorbing panel arrays distributed throughout the space; a large diffuser wall custom installed by Halo Studios; and intelligent lighting arrays whose material and form is designed to supplement the acoustic treatments.

For most any type of indoor entertainment (Brick South and Halo), we anticipate that 8' from any outer wall of either venue we will be no more than 65 dba.

The mobile sound units used at the Depot Pavilion, Brick South, and Halo consist of:

JBL Speakers
Grace Design Reference Monitoring
Customized Avid Console with Mac Hardware and Operating System and ProTools PlugIns and Avid Audio Interface

Exhibit A shows the Brick South venue with speaker location and direction for a typical entertainment event, together with typical stage location, together with locations for sound monitoring for events of 250 patrons or greater;

Exhibit B shows the Halo venue with speaker location and direction for a typical entertainment event, together with typical stage location, together with locations for sound monitoring for events of 250 patrons or greater;

Exhibit C shows the Depot Pavilion building with speaker location and direction for a typical entertainment event, together with locations for sound monitoring for events of 250 patrons or greater

(d.)

Halo Studios personnel have routinely been deployed to perform sound monitoring with SPL meters on the Thompson's Point campus and at selected locations nearby during entertainment events since 2017.

By arrangement with Thompson's Point's venues, and under the direction of Thompson's Point staff, we will continue to ensure that one or more of our team members continues to be present to perform sound monitoring for events with entertainment that falls under the rubric of the definitions in the ordinance when those events are anticipated to exceed 250 patrons. More specific detail on the anticipated standard locations for our sound measurements during events is outlined in (c.) above.

Further, Thompson's Point's Director of Operations, Julia May, is equipped with and trained to use an SPL meter, and is available at any time prior to, during, or after events to respond to outreach from City officials.

Her contact information is as follows:

Julia May
Director of Operations
Thompson's Point
julia@thompsonspointmaine.com
(207) 710-1302

We trust that the foregoing will be sufficient to meet the requirements of the ordinance, and stand ready to answer any questions you may have.

Thank you,

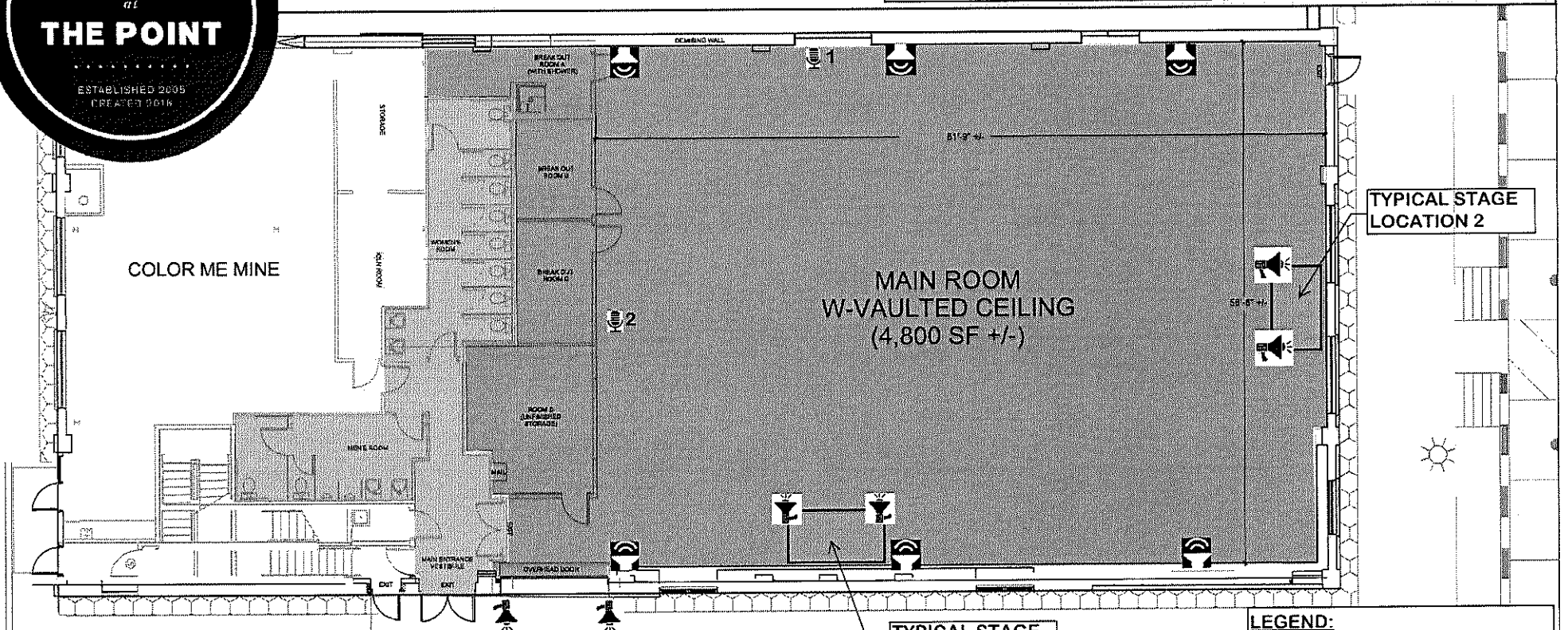
Darren Elder
The Halo Studios

HALO at THE POINT

ESTABLISHED 2005
CREATED 2016

Location:
4 Thompson's Point, Portland Maine

Email:
events@thompsonspointmaine.com



LEGEND:
STAGE -
FIXED SPEAKER -
MOBILE SPEAKER -
SOUND MONITORING LOCATION (FOH) -

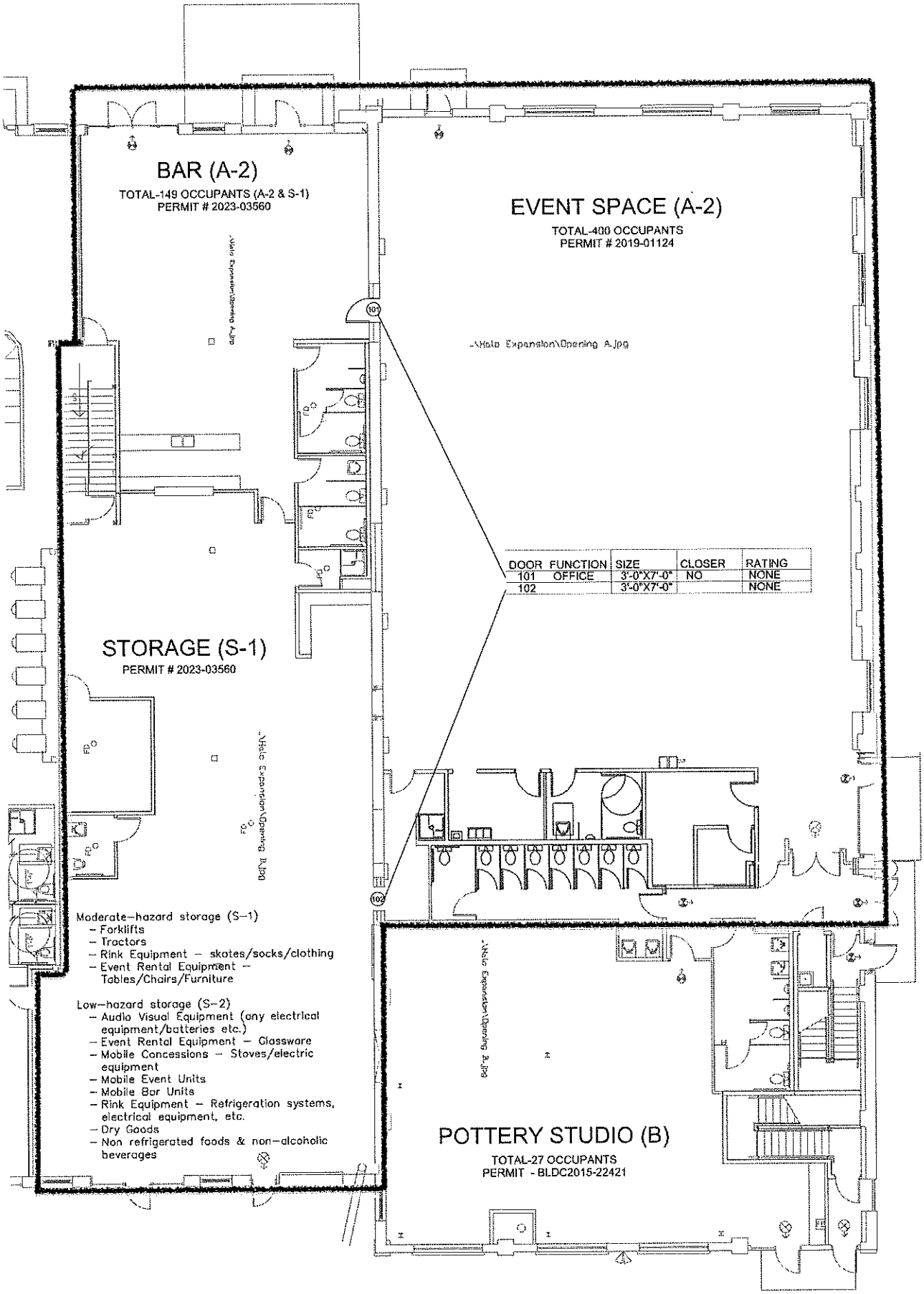
Shared/Common Area

Private Tenant -Color Me Mine

HALO @ THE POINT

DATE: 2020.05.14

EXHIBIT B -
HALO SOUND MITIGATION PLAN


BAR (A-2)
TOTAL-149 OCCUPANTS (A-2 & S-1)
PERMIT # 2023-03560
EVENT SPACE (A-2)
TOTAL-400 OCCUPANTS
PERMIT # 2019-01124
-\Halo Expansion\Opening A.jpg
STORAGE (S-1)
PERMIT # 2023-03560
-\Halo Expansion\Opening B.jpg
DOOR FUNCTION SIZE CLOSER RATING
101 OFFICE 3'-0"X7'-0" NO NONE
102 3'-0"X7'-0" NONE
Moderate-hazard storage (S-1)
- Forklifts
- Tractors
- Rink Equipment - skates/socks/clothing
- Event Rental Equipment - Tables/Chairs/Furniture
Low-hazard storage (S-2)
- Audio Visual Equipment (any electrical equipment/batteries etc.)
- Event Rental Equipment - Glassware
- Mobile Concessions - Stoves/electric equipment
- Mobile Event Units
- Mobile Bar Units
- Rink Equipment - Refrigeration systems, electrical equipment, etc.
- Dry Goods
- Non refrigerated foods & non-alcoholic beverages
POTTERY STUDIO (B)
TOTAL-27 OCCUPANTS
PERMIT - BLDC2015-22421

FIRST FLOOR

HARD SELTZER

SUNDAY PUNCH
pineapple, orange + cherry

GREEN WEAVER
raspberry + mint

ARGONAUT
ginger + lemon

SO WAS RED
raspberry + rhubarb

PARQUET
orange

ANA
blackberry, plum + grape

TANGO
strawberry, lime + tequila

TOTE ROAD
strawberry + elderberry

SONORA
passionfruit, lime + tequila

SEVEN MAJORS
black tea + lemon

PINE RICKEY
lemon, lime + pine

ISLE
blueberry + lemon

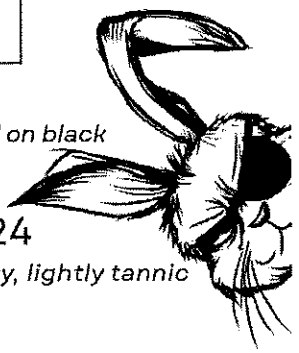
Our house-made seltzers are 5% abv and available in 16 oz ($7.50) or 6 oz ($4) pours.

Slushè

O'JULIUS
orange slushie

Ever changing.
Always fun.

MALUS HARD CIDER



SINGLE VARIETAL:
HARRISON
tropical, earthy, tart • 8.1%

TOUJOURS
champagne inspired, dry • 6.9%

CASSIS
tart cider rested on black currants • 6.6%

SYLVAN '24
native yeast, dry, lightly tannic • 6.6%

WASSAIL '24
whiskey + bourbon barrel aged cider • 9.1%

Our house-made ciders are available in full and half pours.

BEER FROM OUR FRIENDS

LAWSONS (VT) — 4.8% | 16 oz. | **9**
scrag mountain / pilsner

RUSSIAN RIVER (CA) — 6.5% | 12 oz. | **11**
happy hops / west coast ipa

BAXTER BREWING (ME) — <0.5% | 12 oz. | **7**
non-alcoholic ipa

ORANGE BIKE (ME) — 6.0% | 12 oz. | **8**
pilsner

ORANGE BIKE (ME) — 6.0% | 12 oz. | **8**
guava sour

MOCKTAILS

CRANBERRY LIME MULE **6**

HAWAIIAN SUNSET **6**

Our house-made mocktails have 0% alcohol (16 oz.)

WINE

TWO BY SEA (CA) — 6.25 oz. | **13**
cabernet sauvignon

RAZA (PT) — 6.25 oz. | **13**
vinho verde

JELLO SHOTS

1 FOR **3**
5 FOR **13**
10 FOR **25**

Scan the code to sign up for our monthly newsletter.

APRÈS

NOTE: Tabs are closed at end of night with a 20% gratuity.

APRÈS

snacks

All cheese plates are served with gluten-free crackers, jam, and dried fruit

cranberry orange goat cheese | 12

smoked gouda | 12

honey mustard snack mix | 5
(contains gluten + nuts)

WEDDINGS & SOCIAL
BAR PACKAGES
MIXOLOGY BY THOMPSON'S POINT

Thompson's Point is your exclusive bar team. Elevate your celebration with our curated bar packages built to enhance your guest experience. We offer the following bar service selections for your event:

BAR PACKAGES 2-3 HOURS INCLUDE ONE SPECIALTY COCKTAIL
BAR PACKAGES 4 HOURS OR MORE INCLUDE TWO SPECIALTY COCKTAILS

STANDARD OPEN BAR PACKAGES

2HRS $33/PERSON - 3HRS $39/PERSON - 4HRS $44/PERSON
5HRS $50/PERSON - 6HRS $56/PERSON

PREMIUM OPEN BAR PACKAGES

2HRS $39/PERSON - 3HRS $48/PERSON - 4HRS $56/PERSON
5HRS $65/PERSON - 6HRS $74/PERSON

ALCOHOL	STANDARD	PREMIUM
VODKA	TITOS	GREY GOOSE
RUM	CAPT. MORGAN, BACARDI, MALIBU	MT. GAY
TEQUILA	EL JIMADOR	ESPOLON, 1800
BOURBON	JIM BEAN	OLD FORESTER, BULLEIT
GIN	BEEFEATER	TANQUERAY, HENDRICKS
WHISKEY	CROWN ROYAL, JACK DANIELS	JAMESON, KNOB CREEK RYE
SCOTCH	CUTTY SARK, DEWARS	CHIVAS REGAL
WINE	PROSECCO, PINOT GRIGIO, CHARDONNAY, SAUVIGNON BLANC, ROSÉ, PINOT NOIR, MERLOT, CABERNET SAUVIGNON	
BEER	COORS LIGHT, MILLER LIGHT, ATHLETIC RUN WILD NA IPA, LOCAL ROTATING DRAFTS & CIDERS	
SELTZER	APRÈS SELTZER	ALL ALCOHOL BASED ON AVAILABILITY

ADDITIONAL INFO

Bartenders are billed at $35 an hour and we suggest four bartenders as the starting point for most events. This rate includes setup and breakdown time.

Staffing levels are based on event size and format: events over 100 guests typically require four bartenders; events with 100 or fewer guests are staffed at Thompson's Point's discretion. Larger events (150+ guests) may require additional staff as determined by Thompson's Point.

We are always happy to discuss the possibility of accommodating special requests.

Please note - all bar service must be provided by Brick South, the licensee of the building.

OUTSIDE ALCOHOL IS NOT PERMITTED.

ENHANCEMENTS

SATELLITE BAR - $500, CHAMPAGNE POUR - $7 PER PERSON, WINE POUR - $10 PER PERSON
NON-ALCOHOLIC DRINK PACKAGE FOR GUESTS UNDER 21 - $10 PER PERSON

Apres_20 Van Aken_Class A Lounge

Zoning <zoning@portlandmaine.gov> Wed, May 13, 2026 at 9:28 AM
To: Zoning <zoning@portlandmaine.gov>
Cc: Treasury Division <treasury@portlandmaine.gov>, 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>, "McGary, Glen" <glen.mcgary@maine.gov>, Eric Cobb <ecobb@portlandmaine.gov>, Benjamin Pearson <bnp@portlandmaine.gov>, Elisa Marr <emarr@portlandmaine.gov>, Tom Williams <tw@portlandmaine.gov>, Jason Grant <jgrant@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>, cstacey <cstacey@portlandmaine.gov>, Robert Miller <robertjm@portlandmaine.gov>, Kevin Schneck <kschneck@portlandmaine.gov>, Zachary Lenhert <zlenhert@portlandmaine.gov>

Hello,

20 Van Aken Way goes to 202 A009001 on the GIS. Our zoning notes shows 20 Van Aken Way as the Halo at the Point, legal use *event space and restaurant/bar* on Thompson's Point.

Based on their letter to Mayor Dion they will be taking over the unit and retaining the existing use of *event space and restaurant/bar*. No change of use necessary.

Zoning approves.

Will Valentine
Zoning Specialist
City of Portland
[Quoted text hidden]

Apres_20 Van Aken_Class A Lounge

Robert Miller <robertjm@portlandmaine.gov> Wed, May 13, 2026 at 9:31 AM
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>, "McGary, Glen" <glen.mcgary@maine.gov>, Eric Cobb <ecobb@portlandmaine.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>

With that clarification everything looks good from Pd

On Tue, May 12, 2026 at 3:49 PM Zachary Lenhert <zlenhert@portlandmaine.gov> wrote:
[Quoted text hidden]

City of Portland

Sound Mitigation Review

Date: 5/19/2026

Business Apres

Applicant Micheal Cardente

DESCRIPTION	yes	no
Sound system appropriate for the size venue	Yes	
Performance space located in an appropriate location	Yes	
Performance space facing in an appropriate direction to control sound	Yes	
Surrounding surfaces appropriate to control sound		
Additional sound absorbing features		
additional notes	This is a nonresidential area,	
Approved	Yes	

DIRECT ALL INQUIRIES TO:

Kevin Schneck

(207) 756-8433

kschneck@portlandmaine.gov

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

May 22, 2026

Après LLC
148 Anderson Street
Portland, ME 04101

Re: Après LLC, dba Après. Application for Class A Lounge with Indoor Entertainment at 20 Van Aken Way

Dear Après LLC:

This letter shall serve as a reminder of the public hearing before the Portland City Council on Monday June 1, 2026 at 5:00 p.m., for the review of application for Class A Lounge with Indoor Entertainment at 20 Van Aken Way. 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 June 1, 2026 at 5:00 P.M., in City Council Chambers, 389 Congress St. for approval of Après LLC, dba Après. Application for Class A Lounge with Indoor Entertainment at 20 Van Aken Way - Sponsored by Danielle P. West, City Manager

State of Maine

Bureau of Alcoholic Beverages & Lottery Operations

Application Copy

File Number: 147136 Job Type: New Application

LICENSE TYPE	APPLICATION DATE RECEIVED
On-Premises: Beer, Wine & Spirits	2026-04-29

SECONDARY LICENSE(S)
None selected

LICENSEE LEGAL NAME	LICENSEE TYPE
	Limited Liability Company
DOING BUSINESS AS	CORPORATE NUMBER
	20212222DC
INCORPORATION DATE	

CORRESPONDENCE ADDRESS
137 CONGRESS ST APT 3, PORTLAND ME 04101-6623

MAILING ADDRESS
137 CONGRESS ST APT 3, PORTLAND ME 04101-6623

PHYSICAL ADDRESS
137 CONGRESS ST APT 3, PORTLAND ME 04101-6623

CONTACT NAME	PREFERRED CONTACT METHOD
Apres LLC	Email
CONTACT PHONE	ALTERNATE PHONE
FAX	EMAIL
	RYAN@APRESDRINKS.COM

CORPORATE STRUCTURE

None selected

NAME	POSITION/TITLE	% Interest
Michael Cardente	Owner	50
John R Houghton	Owner	50

MANAGED BY AGENT
No

PREMISES TYPE
Class A Restaurant/Lounge

PREMISES
Apre

Class A Lounge (Class X)

OPERATOR
John R Houghton

PHYSICAL ADDRESS
20 Van Aken Way Portland ME 04102

MAILING ADDRESS
148 Anderson St Portland ME 04101

CONTACT NAME
Ryan Houghton

PREFERRED CONTACT METHOD
Email

CONTACT PHONE
(207) 838-6850

ALTERNATE PHONE

FAX

EMAIL
ryan@apresdrinks.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

   Answer "No" if you are a Sole Proprietor.

   Yes
   20212222DC

2. What is your expected start date?

   06/15/2027

3. Has/have applicant(s) formerly held a Maine liquor license?

   Yes
   CAL-2021-13311V

4. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

   Yes
   CAL-2021-13311V

5. Is the applicant/licensee an individual, partnership, or association? (Not a corporation or LLC)

   No

6. Are all licensees/applicants residents of the State of Maine?

   Yes

7. Is your license for a club with a membership?

   No

8. Is your license application for a vessel?

   No

9. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?

   Yes
   (document uploaded)

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

Yes
DAN50912

11 Will any law enforcement officer directly benefit financially from this license?

No

12 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

13 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

14 What is the full name and date of birth of the person managing this premises?

John R Houghton
1/12/1979

15 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

16 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

17 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

18 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

Yes
John R Houghton
1/18/2000
theft by unauthorized
taking
Orono,
ME
convicted, $238 fine

19 Does the licensee/applicant have any arrangement such as a lease where rent is based on sales, an agreement where another party receives a portion of the revenue or profits from the business, or a right to acquire an ownership interest in the business?

Yes
Forefront Bricknorth, LLC

20 At which address are your business records located?

148 Anderson St
Portland, ME 04101

21 What will be your business hours? Please indicate each day's open and close times.

M-Sun
3:00-10:00

22 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

University of Southern Maine
1.7 miles

23 Is your application for a Hotel or Bed & Breakfast?

No

24 Do you have a food menu?

No

25 How many seats do you have? Include indoor and outdoor seating.

600

26 How many bathrooms do you have available to patrons?

19

27 Describe each area of the premises where alcoholic beverages will be served, consumed, or stored.

Include all interior and exterior areas (e.g., dining rooms, bars, patios, decks, function rooms, etc.) and use names or labels that correspond to your submitted floor plan.

Current lounge area and small front outdoor patio, and current full Halo event room.

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Maine Health or Agriculture License	B30BBBF40005 (1).pdf	dept of ag
Premises Floor Plan	Halo Floor Plan 1 in 130 in.pdf	floor plan
Supplemental Ownership Form	supplemental.pdf	supplemental

APPLICANT

Ryan Houghton

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:

Après LLC, dba Après. Application for Class A Lounge with Indoor Entertainment at 20 Van Aken Way

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 230-25/26 Granting Municipal Officers' Approval of Portland Nightlife LLC, dba Ubu's Restaurant. Application for Class I FSE with Indoor Entertainment at 504 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 5/4/26. Location was previously Free Street Restaurant and Cocktail Bar.

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. Ubus_Council Packet
2. 2026.06.01_Ubus_Council Order

Prepared by:
Date: 05/18/2026

Ubu's Restaurant
77 Free Street
Portland, ME 04101
Phone: 207-441-5971

Date: April 24, 2026

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

Re: Liquor License Application – Ubu's Restaurant, 77 Free Street

Dear Mayor Dion and Members of the City Council,

I am writing on behalf of **Portland Nightlife LLC**, doing business as **Ubu's Restaurant**, located at **77 Free Street in Portland**, to formally notify you that we are preparing and submitting applications for municipal approval of a **Class A Restaurant liquor license** for on-premises service of beer, wine, and spirits.

Ubu's Restaurant will operate as a full-service restaurant, offering food service during all hours of alcohol service, and will permit entry by individuals under the age of 21 at all times in accordance with State and City requirements. The establishment is intended to contribute positively to Portland's downtown dining and nightlife community while operating in full compliance with all applicable laws, ordinances, and regulations.

We have submitted our liquor license application to the **State of Maine Bureau of Alcoholic Beverages and Lottery Operations (BABLO)** and have paid all required State fees. We are concurrently completing all required City of Portland licensing applications, supporting documentation, and inspections.

We respectfully request the City Council's consideration and approval of our application and look forward to working closely with City staff throughout the review process. Please do not hesitate to contact us if additional information is required.

Thank you for your time and consideration.

Respectfully submitted,

Frank Berenyi
Managing Member
Portland Nightlife LLC
d/b/a Ubu's Restaurant
77 Free Street
Portland, ME 04101
Phone: 207-441-5971
Email: fberenyi@hotmail.com

After an application has been approved by City Council:

- Applicants will receive an invoice for the remaining balance of the legal advertisement.
- Proceed with arranging for final inspections as the establishment is ready.
- Once the Business Licensing Office has received all approvals from the required departments, the office will approve the state license and issue the municipal license.

All applicants must pay the following feel for the application to be submitted for council approval:
Application fee: $45
Liquor Class Fee: (see next page for amounts)
Health Inspection Fee: $150
Background check: $21/person
Additional fees such as Outdoor Dining and Entertainment will be listed in the Application

Liquor Classification of Establishment	Class I (Class A Restaurant) $1,873.00
Maine B.E.L.L.S. File/Tracking Number	~~159~~432 97803
Date of Submission of Maine B.E.L.L.S. application:	~~12/18/2025~~ May 4 2026
Name of Establishment (Doing Business As)	Portland Nightlife LLC
Physical Location of Establishment (Street Address)	~~77 Free Street~~ 564 Congress St. Portland Me
What is the business' ownership structure?	Corporation/LLC/Non-Profit Organization
Name of Corporation, LLC, or Non-Profit Organization	Portland Nightlife LLC d/b/a UBU's Restaurant
Business Mailing Address	126 Main Street
City	Winthrop
State	ME
ZIP	04364
Business Phone	2078122074
Establishment Email	Harvestconsultingmaine@gmail.com
Contact Person Name	Edward R DuGay
Contact Person Phone	2078122074
Contact Person Email	harvestconsultingmaine@gmail.com
What is your targeted opening date?	02/02/2026

Please list names, residence addresses, and birthdates of **ALL** owners and partners. If for a corporation please include all officers and or persons to satisfy 28-A M.R.S. §651. Click green plus button to add persons.

Owners, Partners, and Officers

i. **Name**

Frank Berenyi

Street Address of Primary Residence

126 Main Street

City

Winthrop

State

ME

ZIP

04364

Birth Date

06/17/1970

Corporation/LLC Name	Portland Nightlife, LLC
Corporate Mailing Address	126 Main Street
City	Winthrop
State	ME
ZIP	04364
Primary Contact Person	Edward R DuGay
Contact Phone	2078122074
Is any principal officer under the age of 21?	NO
Have applicant, partners, associates, or corporate officers ever been arrested, indicted, or convicted for any violation of law?	NO

Please list names, addresses, and contact information for on-site managers.

On-Site Managers

i. **Name**

Frank Berenyi

Date of Birth

06/17/1970

Phone

2075024044

Email

fberenyi@hotmail.com

Owner of Premises (Landlord) Name	Michael D. Kaplan
Address of Premises Owner (Landlord)	49 Ocean Avenue
City	Portland
State	ME
ZIP	04103-5722
Owner of Premises (Landlord) Phone	Kaplan 504 LLC
Owner of Premises (Landlord) Email	kaplancompany@msn.com
Type of Food Served:	Full-service restaurant offering prepared meals including appetizers, entrées, and sides. Food service available during all hours of alcohol service.
Please select all that will be served:	• Beer • Wine • Liquor
Days and Hours of Operation:	Sunday–Saturday: 11:00 AM – 1:00 AM
Is the establishment less than 300 feet from a school, dormitory, church or parish house, or similar establishment?	NO
Will you have entertainment on the premises? (If yes, a Supplemental Application for Entertainment is required.)	YES
Will you permit dancing after 1:00 a.m.?	NO
Will you have outside dining? (If yes, an Outdoor Dining Application is required)	NO
Will you have any pool tables or amusement devices (pinball, video games, juke box)?	NO

Does the Issuance of this license directly or indirectly benefit any City employee(s)?	NO
Have any of the applicants, including the corporation (if applicable), ever held a business license with the City of Portland?	NO

Application for Entertainment License

In the City of Portland Maine, an Entertainment License is required for events to which the public is invited or allowed to watch, listen to, or participate in; or is conducted for the purposes of holding the attention of, gaining the attention of, or diverting or amusing patrons or guests, including, but not limited to any of the following:

1. Dancing by patrons to live or recorded music;
2. The presentation of music played on sound equipment operated by an agent or contractor of the establishment, commonly known as 'disc jockey' or 'DJ';
3. The playing of background music, except where the background music cannot be heard beyond the limits of the premises on which the music is being played;
4. The presentation of live music whether amplified or unamplified;
5. The presentation of music concerts, or other similar forms of musical entertainment from any source; or
6. Any other live performance, including, but not limited to, presentations by single or multiple performers, such as hypnotists, comedians, dance arts, concerts, dances, live bands, karaoke or other live music.

6.8.14 Entertainment businesses in the B-3 and WCZ zones

A. In the B-3 and WCZ zones, a business with an entertainment license as required or authorized by Chapter 4, Section 4-51(a) of the City of Portland Code of Ordinance shall be considered an entertainment business for the purposes of this section, and may not be located within 100 feet of another entertainment business, as measured along or across public ways from the main entrance or entrances of each. This dispersal requirement shall not apply to entertainment businesses that do not allow amplified entertainment.

Additional License Fees

Indoor Entertainment: $500
Outdoor Entertainment: $700
Combined Entertainment: $800
$150 Sound Mitigation Fee is due upon application in addition to the license fee.

Please select the type of Entertainment License being applied for:	Indoor Entertainment ($500)
Contact Person responsible for Entertainment:	Frank Berenyi
Contact Person Phone Number	2075090808
Contact Person Email	fbereny@hotmail.com
Describe in detail the type and nature of the business and proposed entertainment:	Ubu's Restaurant will operate as a full-service restaurant offering prepared meals, including appetizers and entrées, with food service available during all hours of alcohol service. The establishment will serve beer, wine, and spirits for on-premises consumption pursuant to a Class A Restaurant license. The primary nature of the business is food service, dining, and hospitality. Any entertainment offered will be incidental to restaurant operations and limited to low-volume background or recorded music intended to complement dining and social interaction.

A Sound Mitigation Plan prepared and certified by a professional sound engineer is required for all Entertainment Licenses. The sound mitigation plan shall include, at a minimum:

1. Speaker location and direction;

2. Sound system details and controls;
3. Stage and site layout and direction;
4. Any proposed noise cancelling or mitigating measures; and
5. Anticipated sound readings at: 1. The proposed source of the sound, 2. A location eight feet (8') from the means of egress located nearest to the noise source and/or eight feet (8') from any outer wall of the premises (for indoor entertainment), 3. Each property line of the premises (for outdoor entertainment), and 4. The closest residence.

The sound mitigation plan shall require an onsite monitor when the number of attendees at an entertainment event is expected to exceed, or does exceed, 250. The on-site monitor shall be equipped with a dedicated sound pressure level (SPL) meter, and shall be available to respond to any inquiry of a City official during the time that the entertainment is being conducted.

Sound Mitigation Plan

UBUsoundmitigationplan.pdf

Please include the following:

- Letter of intent addressed to the Mayor and Members of the City Council
- Floorplan/Layout of the premises
- Menu
- Purchase & Sale, Deed/Title, Lease Agreement, Berthing Agreement (Vessels), or Non-Renewal Notification from previous owner (if applicable)

Letter of intent addressed to the Mayor and Members of the City Council

Ubus_Letter_of_Intent_With_Logo.pdf

Floorplan/Layout of the premises

2025 Ubu's Club BASEMENT Floor Plan.pdf

2025 Ubu's Pub 1st floor Floor Plan.pdf

Menu

Ubus_Restaurant_Menu_Styled.pdf

Purchase & Sale, Deed/Title, Lease Agreement, Berthing Agreement (Vessels), or Non-Renewal Notification from previous owner (if applicable)

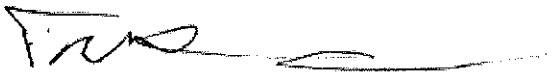
Frankleaseportland (1).pdf

Signature Agreement

I hereby swear and affirm that every employee in my establishment that serves alcohol to the public has attended server training, or will attend server training within 90 days of their hire. I also understand that at any time the City license administrator can, upon request, require me to produce Server Training certificates for each employee that serves alcohol to the public in my establishment. Failure to meet the training requirement imposed by section 15-41 may result in the denial of a liquor license pursuant to 28-A M.R.S.A. § 653 (2) (G).

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

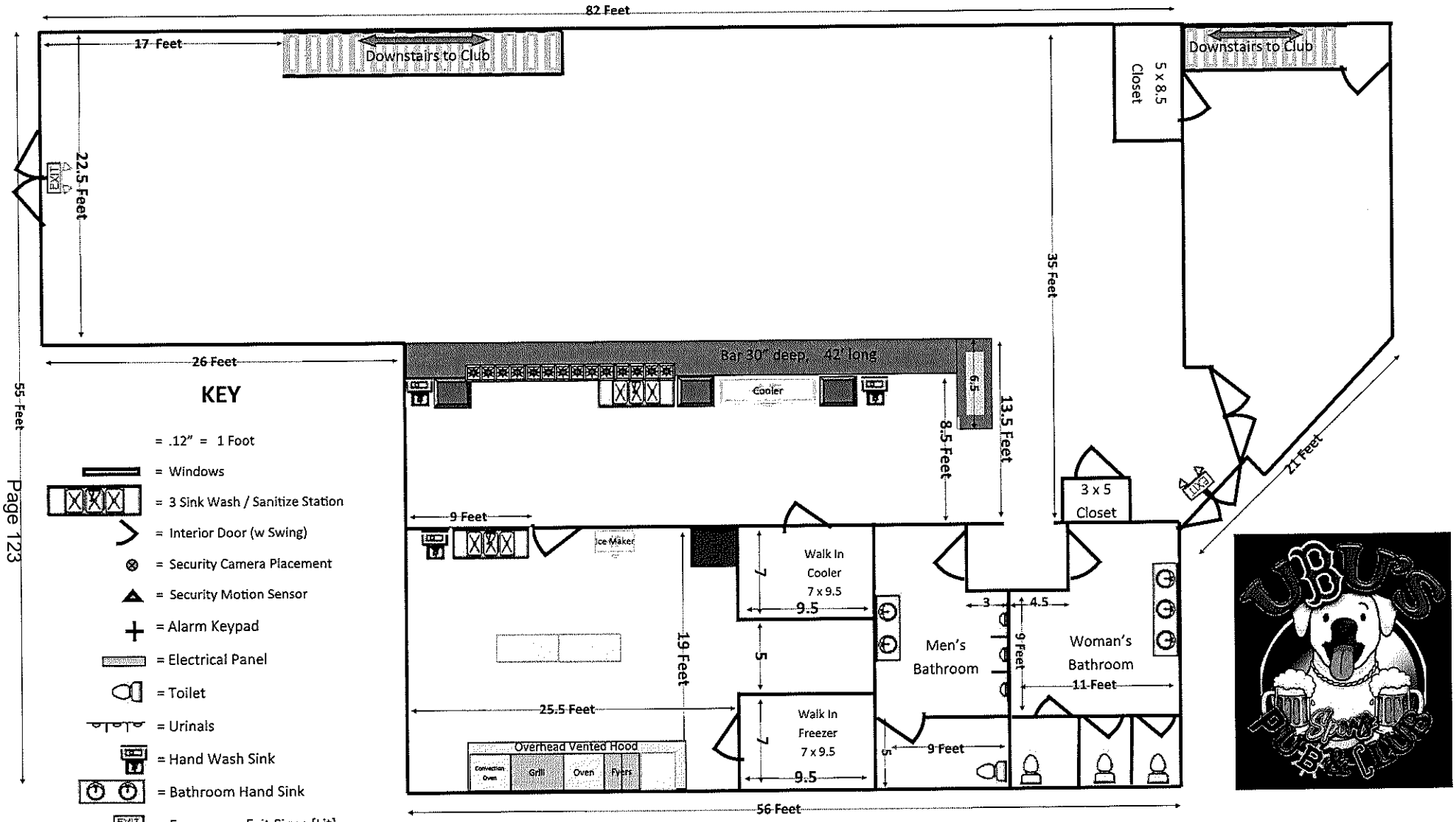
It is understood that this and any application(s) shall become public record and the applicant(s) hereby waive(s) any rights to privacy with respect thereto. I/We, hereby authorize the release of any criminal history record information to the City Clerk's Office or licensing authority. I/We, hereby waive any rights to privacy with respect thereto.

Signature	
Name of Signatory	Frank G. Berenyl
Title of Signatory	Owner
Date	12/22/2026

Thank you for providing this information. After clicking 'Submit' your application will be processed by staff as soon as possible. You will receive an invoice of fees due by email or postal service. All fees must be paid before the application is considered complete.

You will be updated by our staff, if necessary, as your submission is processed.

Have a great day!



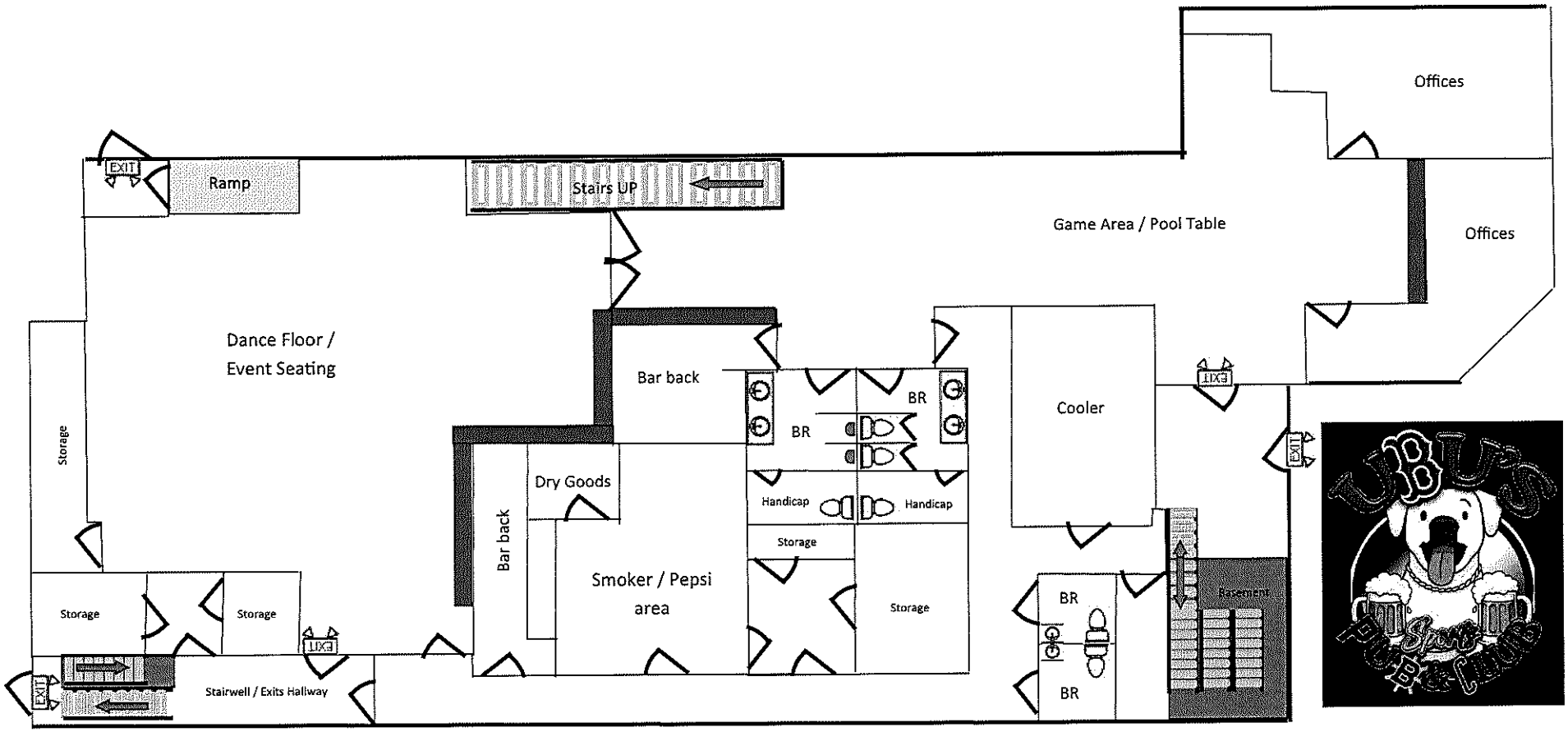
KEY

- = .12" = 1 Foot
- = Windows
- = 3 Sink Wash / Sanitize Station
- = Interior Door (w Swing)
- = Security Camera Placement
- = Security Motion Sensor
- = Alarm Keypad
- = Electrical Panel
- = Toilet
- = Urinals
- = Hand Wash Sink
- = Bathroom Hand Sink
- = Emergency Exit Signs [Lit]
- = Cooler
- = Stainless Prep Table
- = Dumb Waiter
- = Bar / Ice Well
- = Taps

Ubu's Pub & Club

Pub [First Floor] Floor Plan

77 Free St, Portland, ME 04101



Ubu's Pub & Club

Club [Basement] Floor Plan

77 Free St, Portland, ME 04101

KEY

= .12" = 1 Foot

= Windows

= 3 Sink Wash / Sanitize Station

= Interior Door (w Swing)

= Security Camera Placement

= Security Motion Sensor

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= Bar / Counter Top

= Toilet

= Urinals

= Hand Wash Sink

= Bathroom Hand Sink

= Emergency Exit Signs [Lit]

Ubu's Restaurant – Basic Menu Draft

Starters / Appetizers

- Chicken Wings (Buffalo, BBQ, Garlic Parmesan)
- Mozzarella Sticks
- Onion Rings
- Loaded Nachos
- Fried Pickles
- French Fries / Seasoned Fries

Salads

- House Garden Salad
- Caesar Salad
- Grilled Chicken Caesar Salad

Sandwiches & Burgers

- Classic Cheeseburger with Fries
- Bacon BBQ Burger
- Crispy Chicken Sandwich
- Grilled Chicken Sandwich
- Steak & Cheese Sub
- BLT with Fries

Entrées

- Chicken Tenders Basket
- Fish & Chips
- Steak Tips with Fries or Mashed Potatoes
- Pasta Alfredo (add chicken optional)
- Meatloaf Dinner with mashed potatoes and vegetables

Pizza / Flatbreads

- Cheese Pizza
- Pepperoni Pizza

- Meat Lovers Flatbread
- Veggie Flatbread

Sides

- Coleslaw
- Mashed Potatoes
- Side Salad
- Mac & Cheese
- Vegetable of the Day

Desserts

- Cheesecake
- Brownie Sundae
- Ice Cream

Beverages

- Soft Drinks
- Coffee / Tea
- Mocktails
- Beer, Wine & Spirits (pending license)

Daily Features

- Wing Night Specials
- Burger & Beer Combo
- Game Day Platters
- Soup of the Day

PLATZ ASSOCIATES
Since 1980 Architects • Engineers
Construction Managers
www.platzassociates.com

Two Great Falls Plaza
Auburn, Maine 04210
tel (207) 784 2941
fax (207) 784 3856

James A. Platz, P.E.
Thomas H. Platz, AIA

April 30, 2026

Mr. Frank Berenyi
68 College Avenue
Waterville, Maine 04901
207-509-0583
fberenyi@hotmail.com

Re: Sound Mitigation Information: Ubu's Restaurant & Nightclub- Portland, Maine

Dear Frank,

The general goal of this memorandum is to describe the existing conditions of the Ubu's nightclub entertainment space relative to sound emitting and sound control elements and to profile the anticipated sound levels in compliance with applicable City, State and Federal building codes and standards, and to support an occupancy permit for the restaurant with the City of Portland.

The following existing conditions and sound mitigation information is based on the construction documents for the original Bingas Stadium restaurant prepared by DayMatero Studio (dated 06/11/2009), the sound mitigation memorandum prepared by a sound technician for James W. Duhamel of the former Free Street restaurant (dated 10/01/2021), and a site visit of the premises ahead of the submission for Ubu's Restaurant & Nightclub on March 3, 2025.

Building History

Ubu's Restaurant & Nightclub is located in the space formerly occupied by Free Street and Bingas Stadium at 504 Congress Street, with an entrance to Free Street and exits to both Free Street and Brown Street. Before these previous tenants, the space was occupied by Port City Music Hall, and as a concert venue the space was treated with acoustic foam, which will remain as-is within the space. The other half of the building, with entrances on Congress Street, is occupied by Arcadia, a bar and arcade, and Material Objects, a clothing store.

Existing Conditions

The nightclub portion of the space is located downstairs in the basement, with three sets of stairs that egress separately to Free Street and Brown Street. The enclosure of the basement nightclub space includes the 8" thick concrete walls and there are no adjacent tenant spaces. Separation to the street exits includes two drywall partitions providing STC-35 resistance; a 1-hour fire-rated separation wall, and a gypsum wallboard airlock partition. Due to the location in the basement, the lack of neighboring tenant spaces with adjacency to Brown and Free Streets, and the

protections provided for sound and vibrational frequency, there is not a concerning level of noise that escapes the space during concert events. Plans for both the nightclub and restaurant levels are provided in Exhibit A.

Sound Equipment

The nightclub portion of the space has sound equipment that was installed during the recent Free Street renovations, including; two (2) PA speakers, two (2) subwoofers, and a sound mixing panel. Cutsheets for the sound equipment that is proposed to remain are provided in Exhibit B.

Sound Absorptive Materials

The nightclub portion of the space has been treated with sound absorptive foam, along with the addition of Class A fire-rated curtains and acoustic sound-absorptive panels on approximately 50% of the wall surface area to reduce sound reflections, including reverb and sound echo, to improve the overall sound quality in the space and mitigate off-site transmission. The sound absorptive panels cutsheet is provided in Exhibit C.

Anticipated Sound Levels

The Sound Technician for Free Street measured a live band performance at the venue (from the front of the stage) and measured the peak levels between 90-110 decibels. The sound level was measured at Free Street (from in front of the entrance) during the same period and recorded at 40-60 decibels, which is comparable to the sound of normal conversation or a refrigerator hum. For comparison, sound levels were measured outside the building entrance on Free Street when no performance was occurring and they were at the same 40-60 decibels, providing no noticeable difference in ambient sound levels and those during concert performances.

The anticipated sound levels outside of the venue during concert events is not expected to exceed the normal ambient sound levels of 40-60 decibels for downtown Portland.

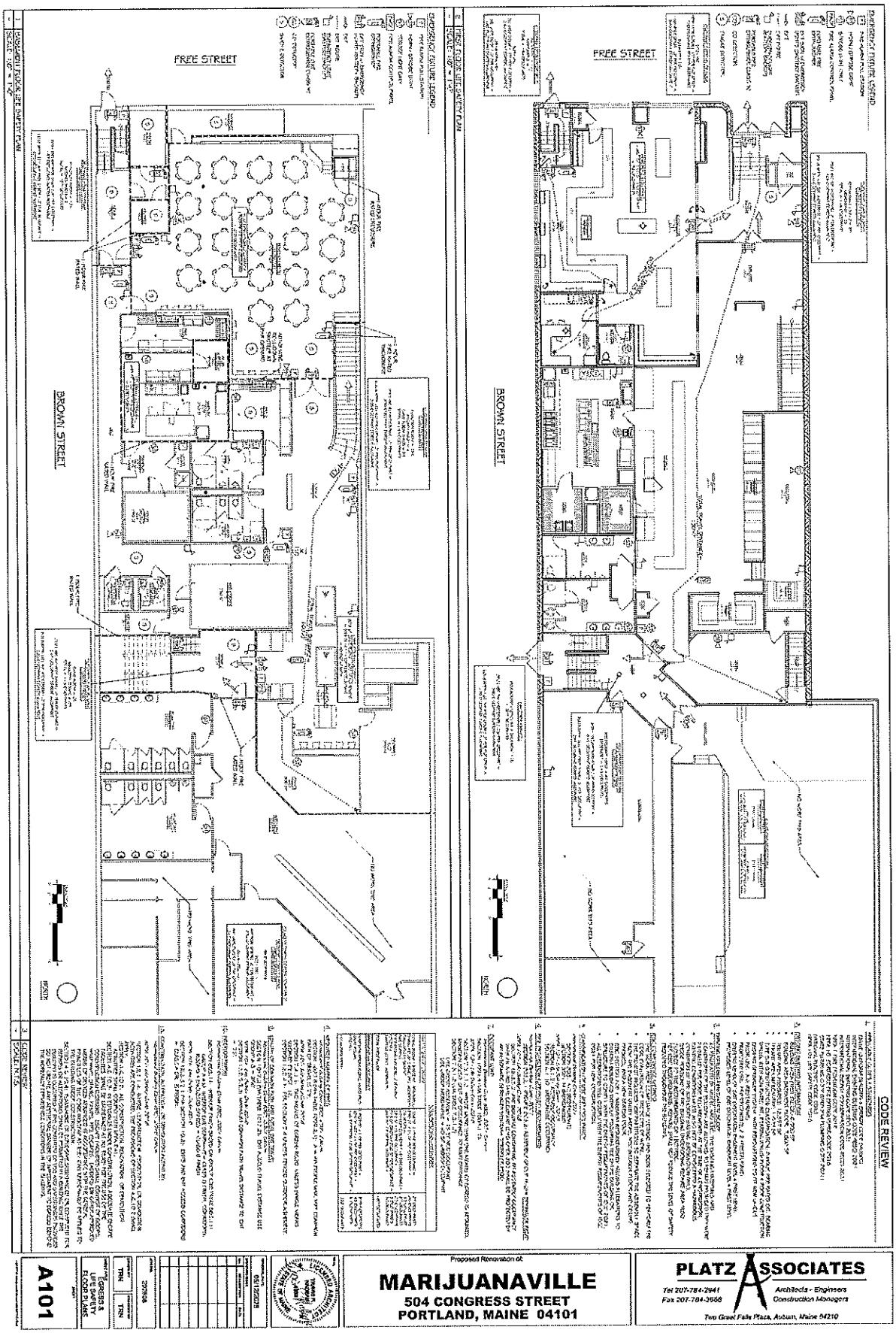
I hope this is helpful information and I am happy to answer questions about it. Please don't hesitate to call with any questions or comments.

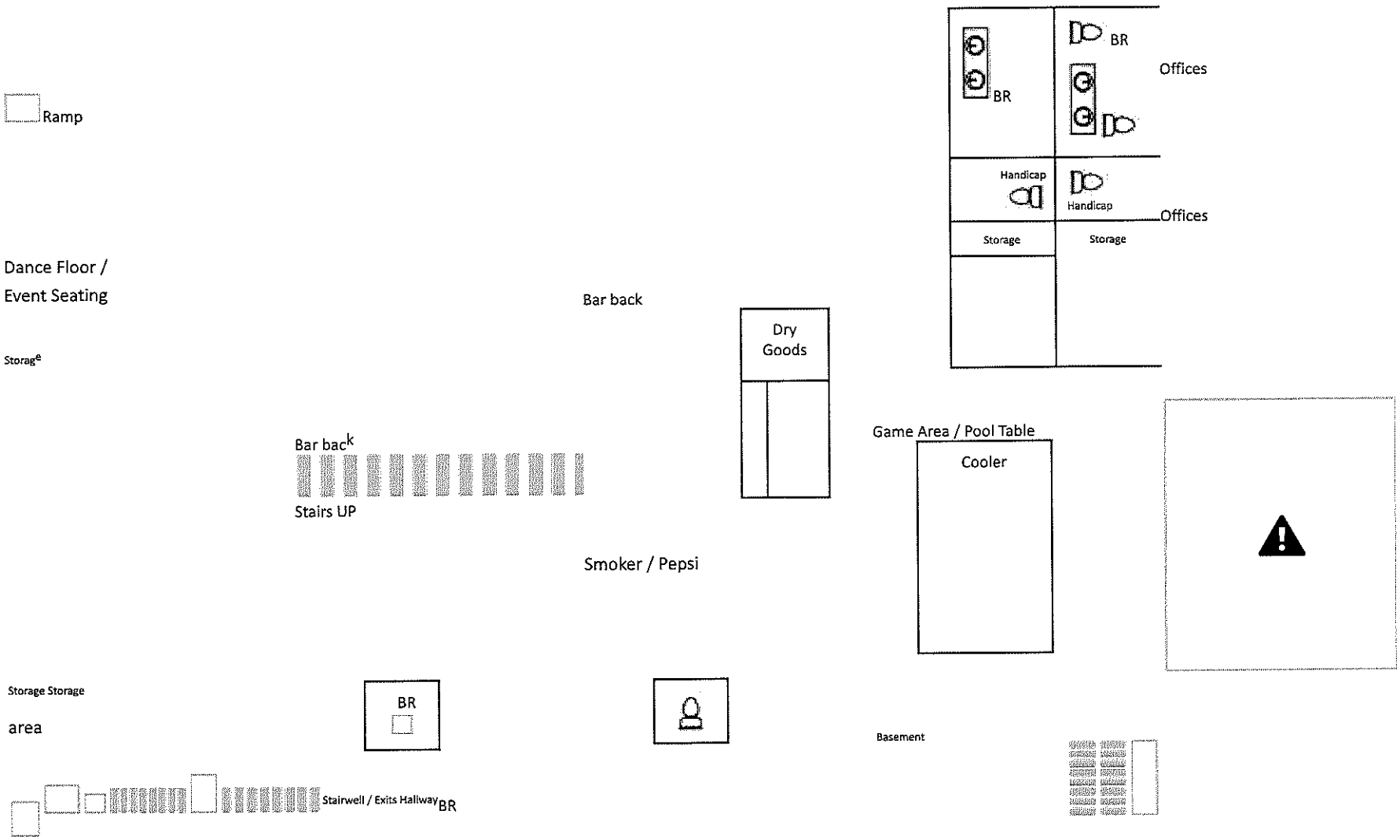
Sincerely,

Travis Nadeau, AIA, LEED AP BD+C
Maine Licensed Architect

Enclosures:
Exhibit A- Permit Drawings for Ubu's Restaurant & Nightclub
Exhibit B- Sound Equipment Cutsheets
Exhibit C- Sound Absorptive Material Cutsheets

EXHIBIT A


FREE STREET
BROWN STREET
FREE STREET
BROWN STREET
CODE REVIEW
Proposed Renovation of:
MARIJUANAVILLE
504 CONGRESS STREET
PORTLAND, MAINE 04101
PLATZ ASSOCIATES
Architects - Engineers
Construction Managers
Two Great Falls Plaza, Auburn, Maine 04210
Tel 207-784-2941
Fax 207-784-3566
A101


Ramp
Dance Floor /
Event Seating
Storage
Bar back
Dry
Goods
BR
BR
Offices
Handicap
Handicap
Offices
Storage
Storage
Bar back
Stairs UP
Game Area / Pool Table
Cooler
Smoker / Pepsi
Storage Storage
area
BR
Stairwell / Exits Hallway
BR
Basement

KEY

= Bar / Counter Top

= .12" = 1 Foot

Ubu's Pub & Club

Club [Basement] Floor Plan 77 Free St, Portland, ME 04101

= Windows

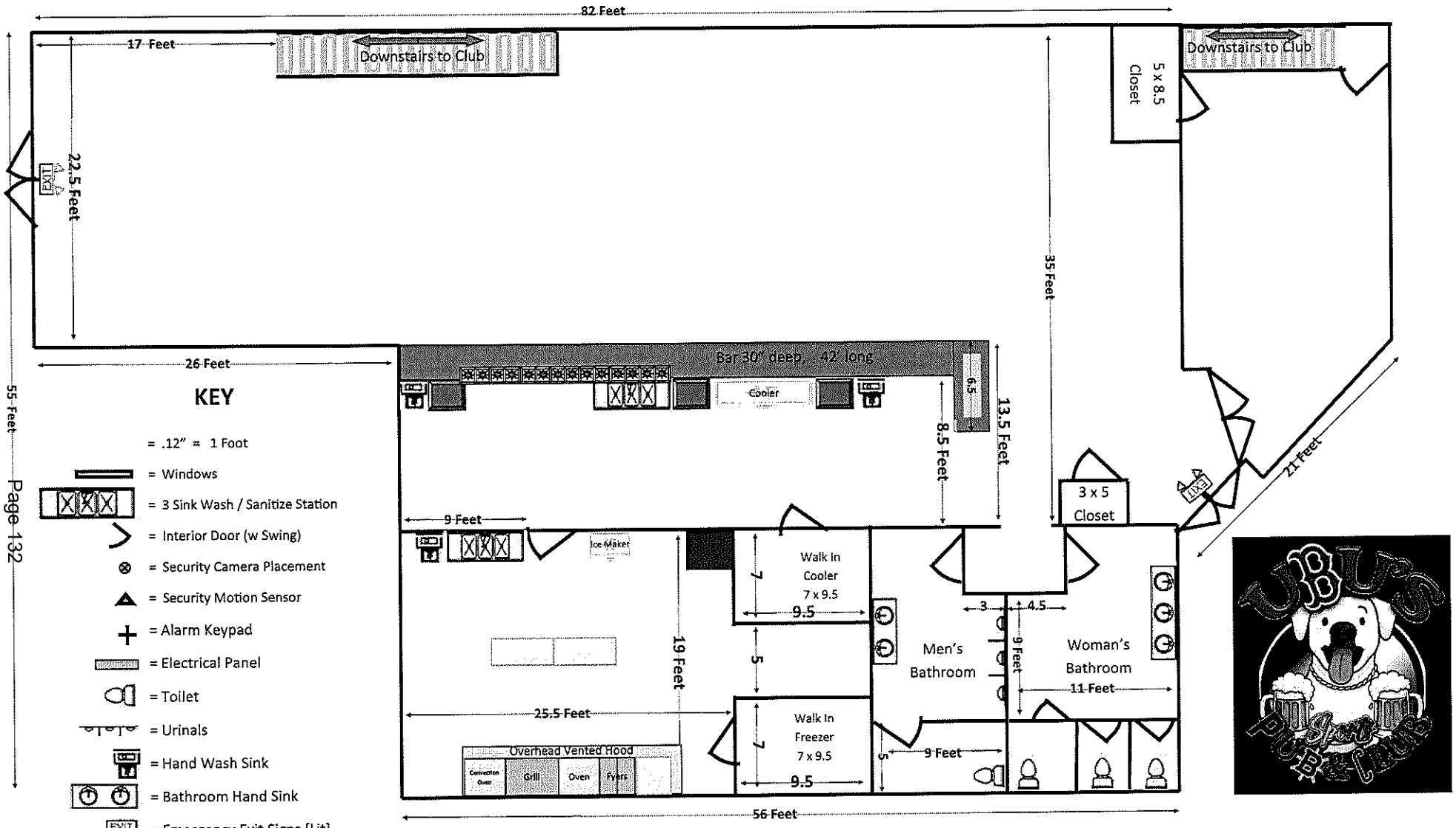
= 3 Sink Wash / Sanitize Station = Interior Door (w Swing)

= Security Camera Placement = Security Motion Sensor = Alarm Keypad

= Toilet

= Urinals

= Hand Wash Sink = Bathroom Hand Sink = Emergency Exit Signs [Lit]



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- = Bar / Ice Well
- = Taps

Ubu's Pub & Club

Pub [First Floor] Floor Plan

77 Free St, Portland, ME 04101

Ubus_504 Congress_Class I FSE

Robert Miller <robertjm@portlandmaine.gov> Tue, May 12, 2026 at 6:50 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>, "McGary, Glen" <glen.mcgary@maine.gov>, Eric Cobb <ecobb@portlandmaine.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>

Looks good -PD
[Quoted text hidden]

Ubus_504 Congress_Class I FSE

Zoning <zoning@portlandmaine.gov> Wed, May 13, 2026 at 9:07 AM
To: Zoning <zoning@portlandmaine.gov>
Cc: Zachary Lenhert <zlenhert@portlandmaine.gov>, Katlyn Sawyer <ksawyer@portlandmaine.gov>, Zoning <zoning@portlandmaine.gov>, Business Licensing <bl@portlandmaine.gov>

Hello,

The legal use of 504 Congress Street is *restaurant*. No change of use necessary.

Zoning approves.

Thank you,

Will Valentine
Zoning Specialist
City of Portland

[Quoted text hidden]

City of Portland

Sound Mitigation Review

Date: 5/19/2026

Business Ubus Restaurant and Nightclub

Applicant Frank Berenyl

DESCRIPTION	yes	no
Sound system appropriate for the size venue	Yes	
Performance space located in an appropriate location	Yes	
Performance space facing in an appropriate direction to control sound	Yes	
Surrounding surfaces appropriate to control sound	Yes	
Additional sound absorbing features	acoustic foam and curtains	
additional notes		
Approved	Yes	

DIRECT ALL INQUIRIES TO:

Kevin Schneck
(207) 756-8433
kschneck@portlandmaine.gov

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

May 22, 2026

Portland Nightlife LLC
126 Main Street
Winthrop, ME 04364

Re: Portland Nightlife LLC, dba Ubu's Restaurant. Application for Class I FSE with Indoor Entertainment at 504 Congress Street

Dear Portland Nightlife LLC:

This letter shall serve as a reminder of the public hearing before the Portland City Council on Monday June 1, 2026 at 5:00 p.m., for the review of application for Class I FSE with Indoor Entertainment at 504 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.

Legal Advertisement

Notice of Public Hearing
City of Portland

A Public Hearing will be held on June 1, 2026 at 5:00 P.M., in City Council Chambers, 389 Congress St. for approval of Portland Nightlife LLC, dba Ubu's Restaurant. Application for Class I FSE with Indoor Entertainment at 504 Congress Street - Sponsored by Danielle P. West, City Manager

State of Maine

Bureau of Alcoholic Beverages & Lottery Operations

Application Copy

File Number: 97803 Job Type: New Application

LICENSE TYPE	APPLICATION DATE RECEIVED
On-Premises: Beer, Wine & Spirits	2026-05-04

SECONDARY LICENSE(S)

None selected

LICENSEE LEGAL NAME	LICENSEE TYPE
Portland Night Life LLC	Limited Liability Company
DOING BUSINESS AS	CORPORATE NUMBER
Ubu's Sports Pub and Club	202512743DC
INCORPORATION DATE	

CORRESPONDENCE ADDRESS

77 Free ST Portland ME 04101

MAILING ADDRESS

PHYSICAL ADDRESS

CONTACT NAME	PREFERRED CONTACT METHOD
Frank Berenyi	Email
CONTACT PHONE	ALTERNATE PHONE
(207) 508-0909	
FAX	EMAIL
	fberenyi@hotmail.com

CORPORATE STRUCTURE

NAME	POSITION/TITLE	PARENT COMPANY	% INTEREST
Portland Night Life, LLC	Owner	300765581	100

ADDITIONAL INFORMATION

MANAGED BY AGENT
No

PREMISES TYPE
Class A Restaurant/Lounge

PREMISES NAME
Ubu's

OPERATOR
Frank Berenyi

PHYSICAL ADDRESS
77 Free Street Portland ME 04101

MAILING ADDRESS
126 Main Street Winthrop ME 04364

CONTACT NAME
Frank Berenyi

PREFERRED CONTACT METHOD
Email

CONTACT PHONE
(207) 812-2074

ALTERNATE PHONE

FAX

EMAIL
harvestconsultingmaine@gmail.com

QUESTIONS

On-Premises: Beer, Wine & Spirit

1. Is your business (including any DBA) registered and in good standing with the Maine Secretary of State?

   Answer "No" if you are a Sole Proprietor.

   Yes
   202512743DC

2. What is your expected start date?

   06/25/26

3. Has/have applicant(s) formerly held a Maine liquor license?

   No

4. Does the licensee or applicant(s) have any interest in any other Maine Liquor License?

   No

5. Is the applicant/licensee an individual, partnership, or association?

   Yes
   Yes

6. Are all licensees/applicants residents of the State of Maine?

   Yes

7. Is your license for a club with a membership?

   No

8. Is your license application for Vessel Corporation?

   No

9. Do you have a valid and current health license issued by Maine Department of Health and Human Services OR the Department of Agriculture?"

   No

10 Do you allow dancing or entertainment on the licensed premises? If so, You need to have a a license from the Maine State Fire Marshal. See https://www.maine.gov/dps/fmo/plans-review/applications for more information.

No

11 Will any law enforcement officer directly benefit financially from this license, if issued?

No

12 Is the licensee or applicant for a license receiving, directly or indirectly, any money, credit, thing of value, endorsement of commercial paper, guarantee of credit or financial assistance of any sort from any person or entity within or without the State, if the person or entity is engaged, directly or indirectly, in the manufacture, distribution, wholesale sale, storage or transportation of liquor.

No

13 Is the licensee/applicant(s) directly or indirectly giving aid or assistance in the form of money, property, credit, or financial assistance of any sort, to any person or business entity holding a liquor license granted by the State of Maine?

No

14 Do you have a manager employed?

No

15 Has any of the listed applicants, an immediate family member of an applicant, or an employed manager been denied a liquor license or had a liquor license revoked within the last 5 years?

No

16 Is any of the listed applicants the spouse, father, mother, child or other immediate family member of a person whose liquor license has been revoked or denied in the last 6 months?

No

17 Has any licensee/applicant or employed manager ever been convicted of any violation of the liquor laws in Maine or any State of the United States within the last 5 years?

No

18 Has the licensee/applicant(s) or manager ever been convicted of any violation of any law, other than minor traffic violations, in Maine or any State of the United States?

No

19 Does the licensee/applicant(s) own the premises?

No
(document uploaded)

20 At which address are your business records located?

126 Main Street Winthrop ME 04364

21 What will be your business hours? Please indicate each day's open and close times.

Sunday-Saturday: 11:00 AM - 1:00 AM

22 Please provide the name and distance from the premises to the nearest school, school dormitory and place of place of worship, measured from the main entrance of the premises to the main entrance of the school, school dormitory and place of worship by the ordinary course of travel.

Based on 77 Free St, Portland, ME 04101, the nearest school is likely the Portland School of Art (MECA&D) (approx. 0.1 miles), and the nearest place of worship is First Parish in Portland (approx. 300 feet). No specific school dormitories are immediately adjacent to this commercial downtown address.

23 Is your application for a Hotel or Bed & Breakfast?

No

24 Do you have a food menu?

Yes
(document uploaded)

DOCUMENTS

TYPE	FILE NAME	DESCRIPTION
Food Menu	Ubu's Restaurant - Basic Menu Draft.pdf	Menu
Supplemental Ownership Form	UbusCharter.jpg	LLC Charter
Premises Floor Plan	2025 Ubu's Club BASEMENT Floor Plan.pdf	Basement floor plan
Premises Floor Plan	2025 Ubu's Pub 1st floor Floor Plan (1).pdf	1st floor plan
Other	Operating Agreement - Portland night life (1).pdf	Operating Agreement
Lease/Rental Agreement	Frankleaseportland (1).pdf	Lease agreement

APPLICANT

Frank Berenyi

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:

Portland Nightlife LLC, dba Ubu's Restaurant. Application for Class I FSE with Indoor Entertainment at 504 Congress Street

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: **THE CITY COUNCIL HELD A FIRST READ AND HEARING ON THE FISCAL YEAR 2027 MUNICIPAL BUDGET ON MAY 18, 2026. THE SECOND READ AND PUBLIC HEARING ON THE MUNICIPAL BUDGET WILL BE HELD AT THIS MEETING, JUNE 1, 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 May 14, 2026 to recommend passage of FY27 City Manager's Recommended Budget in the amount of $363,927,435. 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
None

Prepared by:
Date: 05/18/2026

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 209-25/26 Approving Fiscal Year 2027 Administrative Fees for Fire, Parking, Planning & Urban Development, Parks, Recreation & Facilities, and Public Works - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This order authorizes administrative charges in the Fire Department (Outside Detail Fees & Medical Crisis Unit Fees), Parking Division (Elm & Spring Street Garages Daily Maximum Fees), Parks, Recreation & Facilities Department (Aquatics Fees, Athletic Fields Fees, Cemetery Fees, Golf Course Fees, Ice Arena Fees, & Recreation Fees), Planning Fees (Inflationary Increases), and Public Works (Solid Waste Ecard Replacement and Hauler Fees).

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. 1. Budget Order Approving Fiscal Year 2027 Administrative Fees

Prepared by:
Date: 05/18/2026

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 FISCAL YEAR 2027 ADMINISTRATIVE FEES FOR FIRE, PARKING, PLANNING & URBAN DEVELOPMENT, PARKS, RECREATION, & FACILITIES, AND PUBLIC WORKS

ORDERED, that the fee increase for outside details and the Medical Crisis Units (MEDCU), as shown in the schedule attached hereto as Exhibit A from the Fire Department, is hereby approved; and

BE IT FURTHER ORDERED, that the increase for the daily maximum hourly parking fee at the City-owned Elm St and Spring St parking garages, as shown in the schedule attached hereto as Exhibit B from the Parking Department, is hereby approved; and

BE IT FURTHER ORDERED, that the 3.1% inflationary fee increase, as shown in the schedule attached hereto as Exhibit C from the Planning & Urban Development Department, is hereby approved; and

BE IT FURTHER ORDERED, that various fee increases, as shown in the schedule attached hereto as Exhibit D from the Parks, Recreation, & Facilities Department, is hereby approved; and

BE IT FURTHER ORDERED, that the increases for the Solid Waste ECard fee and hauler fee for containers & vehicles, as shown in the schedule attached hereto as Exhibit E from the Public Works Department, are hereby approved; and

BE IT FURTHER ORDERED, that these fees shall be effective on July 1, 2026.

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Fire Department
Exhibit:	A

Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
MedCu Fees	ALS Non-Emergency Transport	10022300-342000	$600.00	$699.00
	BLS Non-Emergency Transport	10022300-342000	$500.00	$582.50
	BLS Emergency Transport	10022300-342000	$800.00	$932.00
	ALS Emergency Transport	10022300-342000	$950.00	$1,106.74
	ALS 2 Emergency Transport	10022300-342000	$1,350.00	$1,601.88
	ALS on Scene Care	10022300-342000	$950.00	$950.00
	ALS 2 on Scene Care	10022300-342000	$1,350.00	$1,350.00
	TNT-Emergency Response	10022300-342000	$0.00	$932.00
	Intercept	10022300-342000	$482.00	$482.00
	Critical Care Transfer	10022300-342000	$900.00	$900.00
	Non-Emergency Mileage	10022300-342000	$19.32	$19.32
	Speciality Care Transport	10022300-342000	$1,625.00	$1,893.12
	ALS Mileage	10022300-342000	$19.32	$18.84
	BLS Mileage	10022300-342000	$19.32	$18.84
	Oxygen	10022300-342000	$117.70	$0 (discontinue)
	Airways	10022300-342000	$158.36	$0 (discontinue)
	IV Therapy	10022300-342000	$220.00	$0 (discontinue)
	EKG	10022300-342000	$220.00	$0 (discontinue)
	Defibrillation	10022300-342000	$207.50	$0 (discontinue)
	Capnography	10022300-342000	$158.00	$0 (discontinue)
	EZ IO/Intraosseous Access	10022300-342000	$295.00	$0 (discontinue)
Outside Detail - Firefighter	Fees charged for firefighters working outside jobs	10022300-398000	$90.04/hour	$125.00/hour

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parking
Exhbit:	B

Name of Fee:	Description:	Org-Object:	Current Fee Level:	Proposed Fee Level:
Daily Maximum	Maximum fee charged for hourly parking each day at Elm St garage	10018200-364020	$28.00	$40.00
Daily Maximum	Maximum fee charged for hourly parking each day at Spring St garage	10018300-364010	$28.00	$40.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Planning & Urban Development
Exhibit:	C

Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level (3.1% increase):
Planning Miscellaneous Charges for Service	Zoning Map Amendment	10024200-341000	$9,288	$9,575
	Land Use Code Text Amendment	10024200-341000	$9,288	$9,575
	Zoning Map and Land Use Code Text Amendment (Combined)	10024200-341000	$12,384	$12,767
	Conditional/Contract Rezoning	10024200-341000	$12,384	$12,767
	Conditional Use (Planning Board)	10024200-341000	$1,238	$1,276
	Fee for Development Review Services (Legal)	10024200-341000	$92/hr	$94/hr
	Street Vacation	10024200-341000	$2,476	$2,552
	Street Extension (Under Subsection 6.4.1)	10024200-341000	$454 + $31/lot	$468 + $31/lot
Planning Department of Environmental Protection (DEP) Reviews	Site Location of Development (Commercial)	10024200-341501	$4,334	$4,468
	Site Location of Development (Residential)	10024200-341501	$247/lot	$254/lot
	Traffic Movement Permit	10024200-341501	$1,857	$1,914
	Stormwater Quality Permit	10024200-341501	$309	$318
Planning Historic Preservation Program Reviews	Administrative Review	10024200-341502	$80	$82
	Historic Preservation Board Minor Review	10024200-341502	$154	$158
	Historic Preservation Board Major Review (for projects involving new construction or building additions exceeding 1,000 sq ft or comprehensive rehabilitation or redesign of existing structures)	10024200-341502	$928	$956
	After-the-Fact Review	10024200-341502	$1,238 + applicable application fees	$1,276 + fees
	Sign Review for Signs in Historic District	10024200-341502	$92	$94
Planning Development Application Fee	Minor Site Plan (1-4 Residential Units)	10024200-342110	$371	$382
	Minor Site Plan (Other)	10024200-342110	$990	$1,020
	Major Site Plan (under 50,000 SF)	10024200-342110	$3,405	$3,510
	Major Site Plan (50,000 to 100,000 SF)	10024200-342110	$3,715	$3,830
	Major Site Plan (100,000 to 200,000 SF)	10024200-342110	$4,953	$5,106
	Major Site Plan (200,000 to 300,000 SF)	10024200-342110	$6,192	$6,383
	Major Site Plan (over 300,000 SF)	10024200-342110	$8,668	$8,936
	Subdivision	10024200-342110	$619 + $31/lot + applicable site plan application fee	$638 + $31/lot + fee(s)
	Parking Lots Over 100 Spaces	10024200-342110	$1,981	$2,042
	Plan Amendment (Minor)	10024200-342110	$309	$318

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Planning & Urban Development
Exhibit:	C

Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level (3.1% increase):
Planning Development Application Fee (continued)	Plan Amendment (Major)	10024200-342110	$1,857	$1,914
	After-the-Fact	10024200-342110	$2,476 + applicable application fees	$2,552 + fees
	Minor Site Plan Review	10024200-342110	$2,476 + applicable application fees	$2,552 + fees
Planning Development Review (Planners)	Fee for Development Review Services (Planning Fee)	10024200-342120	$67/hr	$69/hr
Planning Inspection/Review Development Review Coordinator (DRC)	Minor Site Plan (Residential)	10024200-342130	$123	$126
	Other	10024200-342130	2% of the performance guarantee or $371 minimum with any additional inspection costs to be assessed by Planning or Public Works at $67/hour	$382 minimum $69/hr
Planning Miscellaneous Reimbursements	Neighborhood Notices for Planning Board or Historic Preservation Board Workshops and Public Hearings	10024200-398000	$0.93/each	$0.95/each

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Parks: fees approved by City Council				
Community Garden Fee	Full Plot	10033202-341000	$95.00	$95.00
	Half Plot (Low Income)	10033202-341000	$15.00	$15.00
	Half Plot	10033202-341000	$65.00	$65.00
Beach Fee	Resident Non-Commercial Daily Boat Launch Fee	10033202-347301	$7.00	$7.00
	Non-Resident Non-Commercial Daily Boat Launch Fee	10033202-347301	$12.00	$12.00
Storage Rack Rental Fee	Resident (Per Season)	10033202-347305	$250.00	$250.00
	Non-Resident (Per Season)	10033202-347305	$300.00	$300.00
	Family Rack (Per Season)	10033202-347305	$425.00	$425.00
Food Truck Parking Spot	Eastern Prom Food Truck Parking Spot	10033202-363000	$3,900.00	$3,900.00
Forestry: no fees charged to the public				
Athletic Facilities: fees approved by City Council; fees change on 1/1/2027				
Fitzpatrick & Memorial Stadium Rentals - Without Lights, Per Hour				
Rentals	Resident Youth Groups	10033204-367000	$65.00	$65.00
	Resident Adult Groups	10033204-367000	$100.00	$100.00
	Non-Resident Youth Groups	10033204-367000	$130.00	$130.00
	Non-Resident Adult Groups	10033204-367000	$200.00	$200.00
Fitzpatrick & Memorial Stadium Rentals - With Lights, Per Hour				
Rentals	Resident Youth Groups	10033204-367000	$140.00	$140.00
	Resident Adult Groups	10033204-367000	$175.00	$175.00
	Non-Resident Youth Groups	10033204-367000	$205.00	$205.00
	Non-Resident Adult Groups	10033204-367000	$275.00	$275.00
All Other Athletic Field Rentals - Without Lights, Per Hour				
Rentals	Resident Adult Groups	10033204-367000	$55.00	$55.00
	Non-Resident Adult Groups	10033204-367000	$100.00	$100.00
	Overtime/Weekend Surcharge	10033204-367000	$20.00	$50.00
	~~Resident For Profit/Travel Youth Groups~~	~~10033204-367000~~	$50.00	N/A
	Resident Competitive Youth Groups	10033204-367000	N/A	$50.00
	~~Non-Resident For Profit/Travel Youth Groups~~	~~10033204-367000~~	$75.00	N/A
	Non-Resident Competitive Youth Groups	10033204-367000	N/A	$75.00
	~~Resident Non-Profit Youth Groups~~	~~10033204-367000~~	$10.00	N/A
	Resident Recreation Youth Groups	10033204-367000	N/A	$10.00
	~~Non-Resident Non-Profit Youth Groups~~	~~10033204-367000~~	$50.00	N/A
	Non-Resident Recreation Youth Groups	10033204-367000	N/A	$50.00
Tennis/Volleyball/Basketball Court Rentals - Tournaments, Camps, Clinics				
Rentals	Resident (Per Court)	10033204-367000	$25.00	$25.00
	Non-Resident (Per Court)	10033204-367000	$30.00	$30.00
Portland Public Schools - Rental Fees Per Hour				
Rentals	High Schools - Turf Fields	10033204-396000	$62.00	$62.00
	High Schools - Grass Fields	10033204-396000	$47.00	$47.00
	High Schools - Light Fee	10033204-396000	$75.00	$75.00
	High Schools - Tennis Courts (Per Court)	10033204-396000	$25.00	$25.00
	Middle Schools - Grass Fields	10033204-396000	$47.00	$47.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Rentals (continued)	Middle Schools - Tennis Courts (Per Court)	10033204-396000	$25.00	$25.00
Miscellaneous Add-On Fees				
Rentals	Fitzpatrick Locker Room (Includes cleaning) (Per Day)	10033204-367000	N/A	$550.00
	Team Room at Memorial - Resident (Per Hour)	10033204-367000	N/A	$50.00
	Team Room at Memorial - Non-Resident (Per Hour)	10033204-367000	N/A	$80.00
	Storage (Per Week)	10033204-367000	N/A	$75.00
	Lights: Resident Groups (Per Hour)	10033204-367000	$75.00	$75.00
	Lights: Non-Resident Groups (Per Hour)	10033204-367000	$125.00	$125.00

Cemeteries: fees approved by Director of PRF; all resident & non-resident rates are subject to change				
Resident Fees				
Wilde Chapel Rental	Wilde Chapel Rental - Wedding	10033205-363000	$900.00	$950.00
	Wilde Chapel Rental - Weekday Service	10033205-363000	$500.00	$550.00
	Wilde Chapel Rental - Saturday Service	10033205-363000	$800.00	$850.00
Interments, Conventional	Weekday	10033205-347010	$1,200.00	$1,250.00
	Weekday - After 2:30pm	10033205-347010	$1,400.00	$1,500.00
	Saturday - Before 11:00am	10033205-347010	$1,600.00	$1,700.00
	Saturday - After 11:00am	10033205-347010	$1,800.00	$2,000.00
Interments, Child (Under 5 Years)	Weekday	10033205-347010	$700.00	$750.00
	Weekday - After 2:30pm	10033205-347010	$840.00	$900.00
	Saturday - Before 11:00am	10033205-347010	$1,250.00	$1,300.00
	Saturday - After 11:00am	10033205-347010	$1,500.00	$1,550.00
Interments, Infant (Under 1 Year)	Weekday	10033205-347010	$400.00	$450.00
	Weekday - After 2:30pm	10033205-347010	$550.00	$600.00
	Saturday - Before 11:00am	10033205-347010	$750.00	$800.00
	Saturday - After 11:00am	10033205-347010	$900.00	$950.00
Vault Setting Fee	All Interments	10033205-347010	$250.00	$300.00
	Cremation - Urn Vault	10033205-347010	$350.00	$400.00
	Placement of Funeral Home Provided Vault	10033205-347010	$100.00	$150.00
Grave Re-Use Fee	Cremains Buried On Top of Existing Casket	10033205-347010	$575.00	$650.00
Interments, Cremains	Weekday	10033205-347010	$575.00	$650.00
	Weekday - After 2:30pm	10033205-347010	$800.00	$850.00
	Saturday Service - 8:00am to 11:00am Starting T	10033205-347010	$1,100.00	$1,150.00
Disinterments, Conventional	Within Cemetery (Container Additional)	10033205-347010	$2,800.00	$3,000.00
	Outside Cemetery (Container Additional)	10033205-347010	$1,400.00	$1,500.00
Disinterments, Child (Under 5 Years)	Within Cemetery (Container Additional)	10033205-347010	$1,700.00	$1,800.00
Disinterments, Child (Under 5 Years) (continued)	Outside Cemetery (Container Additional)	10033205-347010	$850.00	$900.00
Disinterments, Cremains	Within Cemetery	10033205-347010	$1,200.00	$1,300.00
	Outside Cemetery	10033205-347010	$600.00	$650.00
	Winter Rates for Burials/Disinterments (Additional Fee December 1 - April 1)	10033205-347010	$150.00	$200.00
	Clearning Grounds for Tent Placement (December 1 - April 1)	10033205-347010	$150.00	$200.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Columbarium Placement	Columbarium (30% Perpetual Care)	10033205-347010	$2,000.00 - $2,300.00	$2,000.00 - $2,300.00
Second Inurnment	Second Inurnment	10033205-347010	$260.00	$300.00
Lot Sales - Forest City	Single Lot	10033205-347070	$1,400.00	$1,500.00
	Two (2) Grave Lot	10033205-347070	$2,800.00	$3,000.00
	Three (3) Grave Lot	10033205-347070	$4,200.00	$4,500.00
	Four (4) Grave Lot	10033205-347070	$5,600.00	$6,000.00
	Five (5) Grave Lot	10033205-347070	$7,000.00	$7,500.00
	Cremation Garden	10033205-347070	$750.00	$750.00
Lot Sales - Evergreen	Single Lot	10033205-347070	$1,500.00	$1,600.00
	Two (2) Grave Lot	10033205-347070	$3,000.00	$3,200.00
	Three (3) Grave Lot	10033205-347070	$4,500.00	$4,800.00
	Four (4) Grave Lot	10033205-347070	$6,000.00	$6,400.00
	Five (5) Grave Lot	10033205-347070	$7,500.00	$8,000.00
	Veterans Section	10033205-347070	$1,200.00	$1,400.00
	Cremation Garden	10033205-347070	$900.00	$900.00
	Odd Shaped Lots (Per Square Foot)	10033205-347070	$44.00	$46.00
Perpetual Care	One-Time Perpetual Care Fee	10033205-391000	$800.00	$800.00
Non-Resident Fees				
Wilde Chapel Rental	Wilde Chapel Rental (Wedding)	10033205-363000	$1,250.00	$1,300.00
	Wilde Chapel Rental - Weekday Service	10033205-363000	$800.00	$850.00
	Wilde Chapel Rental - Saturday Service	10033205-363000	$1,100.00	$1,150.00
Interments, Conventional	Weekday	10033205-347010	$1,400.00	$1,450.00
	Weekday - After 2:30pm	10033205-347010	$1,600.00	$1,650.00
	Saturday - Before 11:00am	10033205-347010	$1,900.00	$2,000.00
	Saturday - After 11:00am	10033205-347010	$2,200.00	$2,300.00
Interments, Child (Under 5 Years)	Weekday	10033205-347010	$900.00	$950.00
	Weekday - After 2:30pm	10033205-347010	$1,100.00	$1,150.00
	Saturday - Before 11:00am	10033205-347010	$1,400.00	$1,450.00
	Saturday - After 11:00am	10033205-347010	$1,600.00	$1,650.00
Interments, Infant (Under 1 Year)	Weekday	10033205-347010	$550.00	$600.00
	Weekday - After 2:30pm	10033205-347010	$720.00	$750.00
Interments, Infant (Under 1 Year) (continued)	Saturday - Before 11:00am	10033205-347010	$850.00	$900.00
	Saturday - After 11:00am	10033205-347010	$1,000.00	$1,050.00
Vault Setting Fee	All Interments	10033205-347010	$300.00	$300.00
	Cremation - Urn Vault	10033205-347010	$350.00	$400.00
	Placement of Funeral Home Provided Vault	10033205-347010	$100.00	$150.00
Grave Re-Use Fee	Cremains Buried On Top of Existing Casket	10033205-347010	$750.00	$800.00
Interments, Cremains	Weekday	10033205-347010	$750.00	$800.00
Interments, Cremains (continued)	Weekday - After 2:30pm	10033205-347010	$950.00	$1,000.00
	Saturday Service - Before 11:00am	10033205-347010	$1,100.00	$1,300.00
	Saturday Service - After 11:00am	10033205-347010	$1,300.00	$1,500.00
Disinterments, Conventional	Within Cemetery (Container Additional)	10033205-347010	$3,600.00	$4,000.00
	Outside Cemetery (Container Additional)	10033205-347010	$1,800.00	$2,000.00
Disinterments, Child (Under 5 Years)	Within Cemetery (Container Additional)	10033205-347010	$2,200.00	$2,200.00
	Outside Cemetery (Container Additional)	10033205-347010	$1,100.00	$1,100.00
Disinterments, Cremains	Within Cemetery	10033205-347010	$1,500.00	$1,600.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Disinterments, Cremains (continued)	Outside Cemetery	10033205-347010	$750.00	$800.00
	Winter Rates for Burials/Disinterments (Additional Fee December 1 - April 1)	10033205-347010	$200.00	$250.00
	Clearning Grounds for Tent Placement (December 1 - April 1)	10033205-347010	$200.00	$250.00
Columbarium Placement	Columbarium (30% Perpetual Care)	10033205-347010	$2,500.00 - $2,800.00	$2,600.00 - $2,900.00
Second Inurnment	Second Inurnment	10033205-347010	$350.00	$400.00
Lot Sales - Forest City	Single Lot	10033205-347010	$1,600.00	$1,800.00
	Two (2) Grave Lot	10033205-347010	$3,200.00	$3,600.00
	Three (3) Grave Lot	10033205-347010	$4,800.00	$5,400.00
	Four (4) Grave Lot	10033205-347010	$6,400.00	$7,000.00
	Five (5) Grave Lot	10033205-347010	$8,000.00	$9,000.00
	Cremation Garden	10033205-347070	$900.00	$900.00
Lot Sales - Evergreen	Single Lot	10033205-347070	$2,000.00	$2,100.00
	Two (2) Grave Lot	10033205-347070	$4,000.00	$4,200.00
	Three (3) Grave Lot	10033205-347070	$6,000.00	$6,300.00
	Four (4) Grave Lot	10033205-347070	$8,000.00	$8,400.00
	Five (5) Grave Lot	10033205-347070	$10,000.00	$10,500.00
	Veterans Section	10033205-347070	$1,500.00	$1,600.00
	Cremation Garden	10033205-347070	$1,200.00	$1,200.00
	Odd Shaped Lots (Per Square Foot)	10033205-347070	$58.00	$60.00
Perpetual Care	One-Time Perpetual Care Fee	10033205-391000	$1,050.00	$1,050.00
Resident & Non-Resident Fees				
Holiday Wreaths	Holiday Wreaths	10033205-347050	$35.00 - $50.00	$40.00 - $55.00
Foundations	Price Per Square Inch of Concrete	10033205-347020	$1.75	$1.85
	Government Marker (Includes Setting)	10033205-347020	$150.00	$150.00
	Bronze Marker, Single (Includes Setting)	10033205-347020	$200.00	$250.00
	Bronze Marker, Double (Includes Setting)	10033205-347020	$300.00	$400.00
	Cremation Garden Marker	10033205-347020	$150.00	$200.00
Annual Care	Payment for One Year's Care of One Grave Lot	10033205-347040	$50.00	$100.00
	Monument Cleaning - Varies with Size	10033205-347040	$25.00 - $500.00	$50.00 - $600.00
Recreation: fees approved by City Council				
Camps	Camp Venture - Summer (K - 5th) Per Week	10033302-347100	$250.00	$275.00
	February Vacation Camp	10033302-347100	$225.00	$250.00
	April Vacation Camp	10033302-347100	$225.00	$250.00
Before & After The Bell Program	After School Program, Per Week (East End, Longfellow, Ocean Ave & Talbot)	10033302-347200	$115.00	$115.00
	After School Program, Per Week (Lyseth, Presumpscot, Reiche & Rowe)	10033302-347200	$80.00	$80.00
	Before School Program, Per Week (Lyseth, Presumpscot, Reiche & Rowe)	10033302-347200	$45.00	$45.00
	After School Program, Per Week (Peaks Island)	10033302-347200	$100.00	$100.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Community Center Gym Rentals (For Profit)	~~East End & Riverton Adult Resident (Per Hour)~~	~~10033302-363000~~	$80.00	N/A
	East End & Reiche Adult Resident (Per Hour)	10033302-363000	N/A	$80.00
	~~East End & Riverton Adult Non-Resident (Per Hour)~~	~~10033302-363000~~	$125.00	N/A
	East End & Reiche Adult Non-Resident (Per Hour)	10033302-363000	N/A	$100.00
	~~East End & Riverton Youth (Per Hour)~~	~~10033302-363000~~	$30.00	N/A
	East End & Reiche Youth Resident (Per Hour)	10033302-363000	N/A	$30.00
	East End & Reiche Youth Non-Resident (Per Hour)	10033302-363000	N/A	$50.00
	~~Reiche Adult Resident (Per Hour)~~	~~10033302-363000~~	$80.00	N/A
	Riverton Adult Resident (Per Hour)	10033302-363000	N/A	$100.00
	~~Reiche Adult Non-Resident (Per Hour)~~	~~10033302-363000~~	$125.00	N/A
	Riverton Adult Non-Resident (Per Hour)	10033302-363000	N/A	$125.00
	~~Reiche Youth (Per Hour)~~	~~10033302-363000~~	$30.00	N/A
	Riverton Youth Resident (Per Hour)	10033302-363000	N/A	$50.00
	Riverton Youth Non-Resident (Per Hour)	10033302-363000	N/A	$75.00
	Adult Drop-In Resident	10033302-363000	$5.00	$5.00
	Adult Drop-In Non-Resident	10033302-363000	$10.00	$10.00
	Youth Drop-In Resident	10033302-363000	N/A	$4.00
	Youth Drop-In Non-Resident	10033302-363000	N/A	$6.00
	10-Punch Pass Adult Resident	10033302-363000	N/A	$40.00
	10-Punch Pass Adult Non-Resident	10033302-363000	N/A	$80.00
	10-Punch Pass Youth Resident	10033302-363000	N/A	$32.00
	10-Punch Pass Youth Non-Resident	10033302-363000	N/A	$58.00
Community Center Gym Rentals (All Other)	~~East End & Riverton Non-Profit Resident (Per Hour)~~	~~10033302-363000~~	$50.00	N/A
	East End & Reiche Non-Profit Resident (Per Hour)	10033302-363000	N/A	$50.00
	~~East End & Riverton Non-Profit Non-Resident (Per Hour)~~	~~10033302-363000~~	$75.00	N/A
	East End & Reiche Non-Profit Non-Resident (Per Hour)	10033302-363000	N/A	$75.00
	~~Reiche Non-Profit Resident (Per Hour)~~	~~10033302-363000~~	$50.00	N/A
	Riverton Non-Profit Resident (Per Hour)	10033302-363000	N/A	$50.00
	~~Reiche Non-Profit Non-Resident (Per Hour)~~	~~10033302-363000~~	$75.00	N/A
	Riverton Non-Profit Non-Resident (Per Hour)	10033302-363000	N/A	$75.00
	~~For Profit Adult Leagues Long Term~~	~~10033302-363000~~	$55.00	N/A
Community Center Room Rentals (3-Hour Minimum)	Riverton Community Center Room Resident (Per Hour)	10033302-363000	$50.00	$50.00
	Riverton Community Center Room Non-Resident (Per Hour)	10033302-363000	N/A	$80.00
	East End & Reiche Community Center Room Resident (Per Hour)	10033302-363000	$35.00	$35.00
	East End & Reiche Community Center Room Non-Resident (Per Hour)	10033302-363000	N/A	$60.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Community Center Room Rentals (3-Hour Minimum) (continued)	Recreational Staff Fees if Needed (Hourly Rate)	10033302-363000	$25.00	$25.00
	School Custodial Fees if Needed (Hourly Rate)	10033302-363000	$81.00	$81.00
Aquatics: fees approved by City Council				
Reiche & Riverton Pools - Youth				
Swimming	Youth - Resident (Ages 3 - 17)	10033303 347080	$2.00	$4.00
	Youth - Non-Resident (Ages 3 - 17)	10033303 347080	$5.00	$6.00
	Youth - Resident - 5 Punch Pass	10033303 347080	N/A	$19.00
	Youth - Non-Resident - 5 Punch Pass	10033303 347080	N/A	$28.00
	Youth - Resident - 10 Punch Pass	10033303 347080	N/A	$36.00
	Youth - Non-Resident - 10 Punch Pass	10033303 347080	N/A	$54.00
	Youth - Resident (1) Month Membership	10033303 347080	N/A	$25.00
	Youth - Non-Resident (1) Month Membership	10033303 347080	N/A	$38.00
	Youth - Resident Annual Membership	10033303 347080	N/A	$210.00
	Youth - Non-Resident Annual Membership	10033303 347080	N/A	$319.00
Reiche & Riverton Pools				
Swimming	Adult - Resident	10033303-347080	$6.00	$6.00
	Adult - Non-Resident	10033303-347080	$7.00	$8.00
	Senior - Resident (62 & Older)	10033303-347080	$4.00	$4.00
	Senior - Non-Resident (62 & Older)	10033303-347080	$5.00	$6.00
	Masters - Resident	10033303-347080	$7.00	$7.00
	Masters - Non-Resident	10033303-347080	$8.00	$9.00
Rising Eddy Community Pool				
Swimming	Adult - Resident	10033303-347080	N/A	$6.00
	Adult - Non-Resident	10033303-347080	N/A	$12.00
	Senior - Resident (62 & Older)	10033303-347080	N/A	$4.00
	Senior - Non-Resident (62 & Older)	10033303-347080	N/A	$8.00
	Youth - Resident (Ages 3 - 17)	10033303-347080	N/A	$4.00
	Youth - Non-Resident (Ages 3 - 17)	10033303-347080	N/A	$8.00
	Family - Resident - Season Pass	10033303-347080	N/A	$160.00
	Family - Non-Resident - Season Pass	10033303-347080	N/A	$320.00
	Adult - Resident - Season Pass	10033303-347080	N/A	$80.00
	Adult - Non-Resident - Season Pass	10033303-347080	N/A	$160.00
	Senior - Resident - Season Pass (62 & Older)	10033303-347080	N/A	$50.00
	Senior - Non-Resident - Season Pass (62 & Older	10033303-347080	N/A	$100.00
	Youth - Resident - Season Pass (Ages 3 - 17)	10033303-347080	N/A	$50.00
	Youth - Non-Resident - Season Pass (Ages 3 - 17)	10033303-347080	N/A	$100.00
Punch Cards				
Swimming Punch Cards	Adult - Resident - 5 Punch Pass	10033303-347080	$28.00	$28.00
	Adult - Non-Resident - 5 Punch Pass	10033303-347080	$33.00	$38.00
	Adult - Resident - 10 Punch Pass	10033303-347080	$54.00	$54.00
	Adult - Non-Resident - 10 Punch Pass	10033303-347080	$63.00	$72.00
	~~Adult - Resident - 20 Punch Pass~~	~~10033303-347080~~	$102.00	N/A
	~~Adult - Non-Resident - 20 Punch Pass~~	~~10033303-347080~~	$119.00	N/A

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
	Adult - Resident (1) Month Membership	10033303-347080	N/A	$38.00
	Adult - Non-Resident (1) Month Membership	10033303-347080	N/A	$50.00
	Adult - Resident Annual Membership	10033303-347080	N/A	$319.00
	Adult - Non-Resident Annual Membership	10033303-347080	N/A	$420.00
	Senior Adult - Resident - 5 Punch Pass (62 & Old	10033303-347080	$19.00	$19.00
	Senior Adult - Non-Resident - 5 Punch Pass (62 & Older)	10033303-347080	$24.00	$28.00
	Senior Adult - Resident - 10 Punch Pass (62 & Ol	10033303-347080	$36.00	$36.00
	Senior Adult - Non-Resident - 10 Punch Pass (62 & Older)	10033303-347080	$45.00	$54.00
	~~Senior Adult - Resident - 20 Punch Pass (62 & Ol~~	~~10033303-347080~~	$68.00	N/A
	~~Senior Adult - Non-Resident - 20 Punch Pass (62 & Older)~~	~~10033303-347080~~	$85.00	N/A
	Senior - Resident (1) Month Membership (62 &	10033303-347080	N/A	$25.00
	Senior - Non-Resident (1) Month Membership (62 & Older)	10033303-347080	N/A	$38.00
	Senior - Resident Annual Membership (62 &	10033303-347080	N/A	$210.00
	Senior - Non-Resident Annual Membership (62 & Older)	10033303-347080	N/A	$319.00
Swimming Punch Cards (continued)	Adult Aerobics - Resident - 5 Punch Pass	10033303-347080	$28.00	$28.00
	Adult Aerobics - Non-Resident - 5 Punch Pass	10033303-347080	$33.00	$38.00
	Adult Aerobics - Resident - 10 Punch Pass	10033303-347080	$54.00	$54.00
	Adult Aerobics - Non-Resident - 10 Punch Pass	10033303-347080	$63.00	$72.00
	Adult Aerobics - Resident - 20 Punch Pass	10033303-347080	$102.00	$102.00
	Adult Aerobics - Non-Resident - 20 Punch Pass	10033303-347080	$119.00	$136.00
	Senior Aerobics - Resident - 5 Punch Pass (62 &	10033303-347080	$24.00	$24.00
	Senior Aerobics - Non-Resident - 5 Punch Pass (62 & Older)	10033303-347080	$29.00	$33.00
	Senior Aerobics - Resident - 10 Punch Pass (62 & Older)	10033303-347080	$45.00	$45.00
	Senior Aerobics - Non-Resident - 10 Punch Pass (62 & Older)	10033303-347080	$54.00	$63.00
	Senior Aerobics - Resident - 20 Punch Pass (62 & Older)	10033303-347080	$85.00	$85.00
	Senior Aerobics - Non-Resident - 20 Punch Pass (62 & Older)	10033303-347080	$102.00	$119.00
	Masters - Resident - 10 Punch Pass	10033303-347080	$70.00	$70.00
	Masters - Non-Resident - 10 Punch Pass	10033303-347080	$80.00	$90.00
	Masters - Resident - 20 Punch Pass	10033303-347080	$140.00	$140.00
	Masters - Non-Resident - 20 Punch Pass	10033303-347080	$160.00	$180.00
30 Minute Lessons - Parent/Child A&B, Preschool, Level 1				
Swimming Lessons	5 Class Session - Resident	10033303-347080	$40.00	$40.00
	5 Class Session - Non-Resident	10033303-347080	$50.00	$50.00
	6 Class Session - Resident	10033303-347080	$50.00	$50.00
	6 Class Session - Non-Resident	10033303-347080	$60.00	$60.00
	7 Class Session - Resident	10033303-347080	$60.00	$60.00
	7 Class Session - Non-Resident	10033303-347080	$70.00	$70.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Swimming Lessons (continued)	8 Class Session - Resident	10033303-347080	$70.00	$70.00
	8 Class Session - Non-Resident	10033303-347080	$80.00	$80.00
45 Minute Lessons - Level 2 - 6, Adult				
Swimming Lessons	5 Class Session - Resident	10033303-347080	$50.00	$50.00
	5 Class Session - Non-Resident	10033303-347080	$60.00	$60.00
	6 Class Session - Resident	10033303-347080	$60.00	$60.00
Swimming Lessons (continued)	6 Class Session - Non-Resident	10033303-347080	$70.00	$70.00
	7 Class Session - Resident	10033303-347080	$70.00	$70.00
	7 Class Session - Non-Resident	10033303-347080	$80.00	$80.00
	8 Class Session - Resident	10033303-347080	$80.00	$80.00
	8 Class Session - Non-Resident	10033303-347080	$90.00	$90.00
Other Swimming				
Swimming - Aerobics	Adult Aerobics - Daily - Resident	10033303-347080	$6.00	$6.00
	Adult Aerobics - Daily - Non-Resident	10033303-347080	$7.00	$8.00
	Senior Adult Aerobics - Daily - Resident (62 &	10033303-347080	$5.00	$5.00
	Senior Adult Aerobics - Daily - Non-Resident (62 & Older)	10033303-347080	$6.00	$7.00
Swimming - Water Safety	Water Safety Instruction Course - Resident	10033303-347080	$325.00	$400.00
	Water Safety Instruction Course - Non-Resident	10033303-347080	$325.00	$400.00
Swimming - Private Lessons	Private Lessons - 1/2 Hour - Resident	10033303-347080	$30.00	$30.00
	Private Lessons - 1/2 Hour - Non-Resident	10033303-347080	$35.00	$35.00
	Private Lessons - 1 Hour - Resident	10033303-347080	$50.00	$50.00
	Private Lessons - 1 Hour - Non-Resident	10033303-347080	$60.00	$60.00
Swimming - Semi-Private Lessons	Semi-Private Lessons - 1/2 Hour - Residents	10033303-347080	$45.00	$45.00
	Semi-Private Lessons - 1/2 Hour - Non-Residents	10033303-347080	$50.00	$50.00
	Semi-Private Lessons - 1 Hour - Residents	10033303-347080	$70.00	$70.00
	Semi-Private Lessons - 1 Hour - Non-Residents	10033303-347080	$85.00	$85.00
Swimming - Lifeguard Course	Lifeguard Course - Resident	10033303-347080	$275.00	$315.00
	Lifeguard Course - Non-Resident	10033303-347080	$275.00	$315.00
Swimming - Pool Rentals	Pool Rental - Resident (Per Hour) - Includes Two Guard	10033303-347080	$95.00	$120.00
	Pool Rental - Non-Resident (Per Hour) - Includes Two Guard	10033303-347080	$115.00	$140.00
	Additional Guard (Per Hour)	10033303-347080	$25.00	$25.00

Golf Course: fees approved by Director of PRF; all resident & non-resident rates are subject to change; cost for 2026 season memberships sold starting in FY26				
North Course - Resident Memberships (include GHIN fee of $50)				
Memberships	Single	10033304-346030	$1,300.00	$1,500.00
	Mid Week (Monday - Friday)	10033304-346030	$950.00	$1,100.00
	Under 35	10033304-346030	$1,115.00	$1,350.00
	Junior	10033304-346030	$400.00	$460.00
	~~College~~	~~10033304-346030~~	~~$875.00~~	N/A
	Couple	10033304-346030	$2,050.00	$2,355.00
	Mid Week Couple (Monday - Friday)	10033304-346030	$1,680.00	$1,930.00
	Single Combination (Both Courses)	10033304-346030	$1,680.00	$1,980.00
	Mid Week Combination (Monday - Friday)	10033304-346030	$1,285.00	$1,475.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Memberships (continued)	Junior Combination (Both Courses)	10033304-346030	$500.00	$500.00
	Couple Combination (Both Courses)	10033304-346030	$2,645.00	$3,040.00
	Mid Week Couple Combination (Monday - Friday	10033304-346030	$2,180.00	$2,500.00
	Junior Addition (To Couple)	10033304-346030	$200.00	$230.00
	Corporate Pass	10033304-346030	$7,700.00	$8,850.00
North Course - Non-Resident Memberships (include GHIN fee of $50)				
Memberships	Single	10033304-346030	$1,585.00	$1,825.00
	Mid Week (Monday - Friday)	10033304-346030	$1,240.00	$1,425.00
	Under 35	10033304-346030	$1,400.00	$1,675.00
	Junior	10033304-346030	$450.00	$510.00
	~~College~~	~~10033304-346030~~	$870.00	N/A
	Couple	10033304-346030	$2,465.00	$2,830.00
	Mid Week Couple (Monday - Friday)	10033304-346030	$2,065.00	$2,375.00
	Single Combination (Both Courses)	10033304-346030	$2,065.00	$2,375.00
	Mid Week Combination (Monday - Friday)	10033304-346030	$1,660.00	$1,905.00
	Junior Combination (Both Courses)	10033304-346030	$500.00	$500.00
	Couple Combination (Both Courses)	10033304-346030	$3,180.00	$3,655.00
	Mid Week Couple Combination (Monday - Friday	10033304-346030	$2,760.00	$3,175.00
	Junior Addition (To Couple)	10033304-346030	$225.00	$260.00
	Corporate Pass	10033304-346030	$7,700.00	$8,850.00
South Course - Resident Memberships (include GHIN fee of $50)				
Memberships	Single	10033304-346030	$875.00	$1,005.00
	Mid Week (Monday - Friday)	10033304-346030	$750.00	$860.00
	Junior	10033304-346030	$200.00	$230.00
	Couple	10033304-346030	$1,355.00	$1,555.00
	Mid Week Couple (Monday - Friday)	10033304-346030	$1,200.00	$1,375.00
South Course - Non-Resident Memberships (include GHIN fee of $50)				
Memberships	Single	10033304-346030	$1,050.00	$1,205.00
	Mid Week (Monday - Friday)	10033304-346030	$950.00	$1,090.00
	Junior	10033304-346030	$250.00	$260.00
	Couple	10033304-346030	$1,610.00	$1,850.00
	Mid Week Couple (Monday - Friday)	10033304-346030	$1,500.00	$1,725.00
North & South Courses				
Daily Play	18 Holes - Weekday	10033304-346010	$48.00	$50.00
	18 Holes - Weekday - Junior	10033304-346010	$30.00	$31.00
	18 Holes - Weekday - College	10033304-346010	$41.00	$43.00
	18 Holes - Weekend	10033304-346010	$53.00	$56.00
	9 Holes - Weekday	10033304-346010	$36.00	$37.00
	9 Holes - Weekday - Junior	10033304-346010	$23.00	$24.00
	9 Holes - Weekday - College	10033304-346010	$31.00	$32.00
	9 Holes - Weekend	10033304-346010	$41.00	$43.00
	Additional 9 on 9 Holes Weekday	10033304-346010	$12.00	$12.00
	Additional 9 on 9 Holes Weekday - Junior	10033304-346010	$7.00	$7.00
	Additional 9 on 9 Holes Weekday - College	10033304-346010	$10.00	$10.00
	Additional 9 on 9 Holes Weekend	10033304-346010	$12.00	$12.00
League Fees	South Pass Holder (Pass Holder - 9 Holes)	10033304-346010	$21.00	$23.00
	South Pass Holder (Pass Holder - 18 Holes)	10033304-346010	$34.00	$36.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
League Fees (continued)	Non-Pass Holder (Non-Pass Holder - 9 Holes)	10033304-346010	$27.00	$29.00
	Non_Pass Holder (Non-Pass Holder - 18 Holes)	10033304-346010	$41.00	$43.00
North & South Courses Common Fees				
Bag Storage	Bag Storage	10033304-346070	$110.00	$110.00
	Bag & Pushcart Storage	10033304-346070	$135.00	$135.00
Rentals	Club Rental - 9 Holes	10033304-346080	$27.00	$27.00
	Club Rental - 18 Holes	10033304-346080	$43.00	$43.00
	Pull Cart Rental - 9 Holes	10033304-346080	$6.00	$6.00
	Pull Cart Rental - 18 Holes	10033304-346080	$11.00	$11.00
	Seasonal Locker Rental - Members	10033304-346070	$35.00	$35.00
Rentals	Seasonal Locker Rental - Non-Members	10033304-346070	$50.00	$50.00
	Golf Cart Rental - 9 Holes - Members	10033304-346080	$17.00	$17.00
	Golf Cart Rental - 9 Holes - Non-Members	10033304-346080	$19.00	$19.00
	Golf Cart Rental - 18 Holes - Members	10033304-346080	$25.00	$25.00
	Golf Cart Rental - 18 Holes - Non-Members	10033304-346080	$27.00	$27.00
	Golf Cart Rental - Additional 9 on 9 - Members	10033304-346080	$8.00	$8.00
	Golf Cart Rental - Additinoal 9 on 9 - Non-Memb	10033304-346080	$8.00	$8.00
Daily Fee	Practice Facility - Daily Fee - Under 17 Years of A	10033304-346010	$5.00	$5.00
	Practice Facility - Daily Fee - Over 17 Years of Ag	10033304-346010	$20.00	$20.00
	High School Fee Per Use for Practice Course	10033304-346010	$20.00	$20.00
Season Fee	High School Fee Per School Per Season - Residen	10033304-346010	$2,700.00	$2,700.00
	High School Fee Per School Per Season - Non-Resident	10033304-346010	$3,600.00	$3,600.00
	College Fee Per Season - Per Team - Resident	10033304-346010	$4,400.00	$4,400.00
	College Fee Per Season - Per Team - Non-Resider	10033304-346010	$5,400.00	$5,400.00
	Ghin Fee - Non-Members	10033304-346010	$85.00	$100.00

Ice Arena: fees approved by Director of PRF; all resident & non-resident rates are subject to change				
Skate Sharpening	Hockey Skates	10033306-341000	$8.00	$9.00
	Figure Skates	10033306-341000	$10.00	$10.00
	~~Radius~~	~~10033306-341000~~	$20.00	N/A
	~~Flat Bottom~~	~~10033306-341000~~	$10.00	N/A
	~~Custom Sharpening~~	~~10033306-341000~~	$15.00	N/A
Skate Rentals	Skate Rentals	10033306-341000	$4.00	$4.00
Ice Rentals	Public Skating - Per Session - Adults	10033306-346500	$6.00	$6.00
	Public Skating - Per Session - Youth & Seniors	10033306-346500	$6.00	$6.00
	Pickup Hockey	10033306-346500	$10.00	$10.00
	Hourly Rentals - All Users	10033306-346500	$265.00	$275.00
	Hourly Rentals - 9:00pm - 6:00am - All Users	10033306-346500	$245.00	$255.00
	Hourly Rentals - Portland Public Schools	10033306-396000	$205.00	$215.00
	Hourly Rentals - Cheverus High School	10033306-346500	$210.00	$220.00
	Hourly Rentals - Non-Resident Schools	10033306-346500	$215.00	$225.00
	Hourly Rentals - Non-Resident Non-Host Schools	10033306-346500	$235.00	$275.00
	Hourly Rentals - Non-Profit	10033306-346500	$200.00	$215.00
ISIA Skating Lessons - 9 Week Sessions				
Skating Lessons	Tots (4 & 5 Years) - Resident	10033306-346500	$108.00	$126.00
	Tots (4 & 5 Years) - Non-Resident	10033306-346500	$117.00	$135.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Skating Lessons (continued)	Pre-Alpha through Gamma - Resident	10033306-346500	$135.00	$153.00
	Pre-Alpha through Gamma - Non-Resident	10033306-346500	$144.00	$162.00
	Delta & Freestyle - Resident	10033306-346500	$135.00	$135.00
	Delta & Freestyle - Non-Resident	10033306-346500	$144.00	$162.00
	Open Freestyle Practice - Resident	10033306-346500	$135.00	$162.00
	Open Freestyle Practice - Non-Resident	10033306-346500	$135.00	$162.00
Figure Skating Lessons - Per Session				
Skating Lessons	Pre-Registered	10033306-346500	$15.00	$18.00
	Walk-On	10033306-346500	$15.00	$18.00

Public Assembly Facilities: fees approved by Director of PRF; all rates are subject to change and contract-based				
Ocean Gateway				
Facility Rental	Multi Day In Season Weekend Rental (3 Days)	10033401-363030	$9,000.00	$9,000.00
Facility Rental (continued)	1 Day In Season Weekend Rental (Friday, Saturday or Sunday)	10033401-363030	$7,500.00	$7,500.00
	1 Day In Season Weekday Rental (Monday - Thursday)	10033401-363030	$6,000.00	$6,000.00
	501c3 Non-Profit Discount (Monday - Thursday)	10033401-363030	-$500.00	-$500.00
	Off Season Discount (November - April)	10033401-363030	-$1,000.00	-$1,000.00
	Hourly Extension of Rental Fee	10033401-363030	$500.00	$500.00
Portland Expo - Assembly Rates				
Facility Rental Commercial	Commercial Full Day - 1 Performance	10033401-363020	$6,930.00	$6,930.00
	Commercial Full Day - 2 Performances	10033401-363020	$10,975.00	$10,975.00
	Holiday Full Day Commercial - 1 Performance	10033401-363020	$7,970.00	$7,970.00
Facility Rental Non-Commercial	Non-Profit Full Day - 1 Performance	10033401-363030	$5,200.00	$5,200.00
	Non-Profit Full Day - 2 Performances	10033401-363030	$8,085.00	$8,085.00
	Holiday Full Day Non-Profit - 1 Performance	10033401-363030	$5,925.00	$5,925.00
Portland Expo - Exhibit Rates				
Facility Rental Commercial	Commercial Full Day Rental - Single Day	10033401-363020	$3,240.00	$3,240.00
	Commercial Full Day Rental - Multi Days	10033401-363020	$2,980.00	$2,980.00
	Commercal Full Day Rental - Load In/Load Out	10033401-363020	$1,500.00	$1,500.00
Facility Rental Non-Commercial	Non-Profit Full Day Rental - Single Day	10033401-363030	$2,720.00	$2,720.00
	Non-Profit Full Day Rental - Multi Days	10033401-363030	$2,450.00	$2,450.00
	Non-Profit Full Day Rental - Load In/Load Out	10033401-363030	$1,500.00	$1,500.00
Portland Expo - Maine Celtics				
Prime Tenant	Per Game Rental Fee	10033401-363010	$3,130.00	$3,130.00
Fitzpatrick Stadium & Hadlock Stadium				
Facility Rental	Projected Attendance 500 or Less	10033401-341000	$1,200.00	$1,200.00
	Projected Attendance 500 - 750	10033401-341000	$1,750.00	$1,750.00
	Projected Attendance 750 - 2,000	10033401-341000	$2,450.00	$2,450.00
	Projected Attendance 2,000+	10033401-341000	$4,800.00	$4,800.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Facility Rental (continued)	Hadlock Field Maintenance Fee	10033401-341000	$150.00	$150.00
City Hall - State of Maine Room				
Facility Rental	Off Hours Rental (Up to 3 Hours)	10033401-363000	$600.00	$600.00
Permitting				
Permitted Event Fees	Block Parties	10033401-321000	$50.00	$50.00
	First Amendment Events	10033401-321000	No Charge	No Charge
	Banners	10033401-321000	$75.00 Per Week	$75.00 Per Week
	Weddings at Fort Allen Park	10033401-321000	$250.00 Per Hour	$250.00 Per Hour
	Weddings at Other Parks	10033401-321000	$150.00 Per Hour	$150.00 Per Hour
	Concert License	10033401-321000	$50.00	$50.00
	Electricity Activation Fee	10033401-321000	$40.00	$40.00
Permitted Event Fees (continued)	Public Space Permit Fee	10033401-321000	$75.00 Per Hour	$75.00 Per Hour
Staffing Fees (3-Hour Minimum & 24-Hour Cancellation Policy)				
Staffing Fees	Event Manager	Various	$45.00 Per Hour	$45.00 Per Hour
	Event Staff Supervisor	Various	$29.00 Per Hour	$29.00 Per Hour
	Event Staff	Various	$25.00 Per Hour	$25.00 Per Hour
	Event Staff - Merchandise Sellers	Various	$27.00 Per Hour	$27.00 Per Hour
	Event Staff Overnight	Various	$30.00 Per Hour	$30.00 Per Hour
	Operations Supervisor	Various	$32.00 Per Hour	$32.00 Per Hour
	Operations Staff	Various	$25.00 Per Hour	$25.00 Per Hour
	Technical Staff	Various	$45.00 Per Hour	$45.00 Per Hour
Equipment (Price for Each Unless Noted)				
Equipment Rentals	Cones	10033401-321000	$1.00	$2.00
	Safety Vests	10033401-321000	$15.00	$15.00
	Trash Bins (Included at Ocean Gateway)	10033401-321000	$5.00	$5.00
	Trash Bags	10033401-321000	$20 Per Roll	$20 Per Roll
	Traffic Barricades (Wooden/Plastic)	10033401-321000	$5.00	$5.00
	Bike Rack (Metal)	10033401-321000	$5.00	$10.00
	Delivery & Pick Up Fee (Bike Rack & Barricades)	10033401-321000	$100 Each Way	$100 Each Way
	Parking Spots (Non-Metered & 2 Per Meter)	10033401-321000	$35 Per Spot	$35 Per Spot
	PA System (Not Including Sound Tech)	10033401-321000	$250.00	$250.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Equipment Rentals (continued)	Signage: No Parking Signs (Must be Installed/Removed by Organizer)	10033401-321000	$1.00	$1.00
	Signage: Stakes	10033401-321000	$1.00	$1.00
	8' Banquet Tables (Including Set Up/Breakdown)	10033401-321000	$5.00	$5.00
	8' Banquet Tables (Set by Organizer)	10033401-321000	Included in Venue Rental	Included in Venue Rental
	6' Banquet Tables (Including Set Up/Breakdown)	10033401-321000	$5.00	$5.00
	6' Banquet Tables (Set by Organizer)	10033401-321000	Included in Venue Rental	Included in Venue Rental
	Cocktail Tables (Low and High)	10033401-321000	$5.00	$5.00
	Chairs (Including Set Up/Breakdown)	10033401-321000	$1.00	$1.00
	Chairs (Set by Organizer)	10033401-321000	Included in Venue Rental	Included in Venue Rental
	Sound Deposit (Unless Otherwise Noted in Cont	10033401-321000	$100 - $500	$100- $500
Merrill Auditorium: fees approved by Director of PRF; all rates are subject to change and contract based				
Merrill Auditorium				
Facility Rental - Commercial	Commercial Full Day Rental - 1 Performance	10033405-363020	$5,250.00	$5,250.00
	Commercial Full Day Rental - 2 Performances	10033405-363020	$6,825.00	$6,825.00
	Commercial Full Day Rental - 3 Performances	10033405-363020	$8,400.00	$8,400.00
	Commercial Load In/Rehearsal	10033405-363020	$2,310.00	$2,310.00
	Commercial Partial Day Rental (6 Hour Max)	10033405-363020	$3,840.00	$3,840.00
	Holiday Full Day Commercial Rental	10033405-363020	$6,050.00	$6,050.00
	Rehearsal Hall Commercial Usage	10033405-363020	$700.00	$700.00
Facility Rental Non-Commercial	Non-Profit Full Day Rental - 1 Performace	10033405-363030	$3,675.00	$3,675.00
	Non-Profit Full Day Rental - 2 Performaces	10033405-363030	$5,100.00	$5,100.00
	Non-Profit Full Day Rental - 3 Performaces	10033405-363030	$6,500.00	$6,500.00
	Non-Profit Load In/Rehearsal	10033405-363030	$2,060.00	$2,060.00
	Non-Profit Partial Day Rental (2 Hour Max)	10033405-363030	$2,825.00	$2,825.00
	Holiday Full Day Non-Profit Rental	10033405-363030	$4,220.00	$4,220.00
	Rehearsal Hall Non-Profit Usage	10033405-363030	$525.00	$525.00
Merrill Auditorium - Prime Tenant - Portland Symphony Orchestra (PSO) & Portland Ovations (POV)				
Prime Tenants	Full Day Rental - 1 Performance	10033405-363010	$2,100.00	$2,100.00
	Full Day Rental - 2 Performances	10033405-363010	$2,904.00	$2,904.00
	Partial Day Rental (6 Hours Max)	10033405-363010	$1,608.00	$1,608.00
	Holiday Full Day Rental (1 Performance)	10033405-363010	$2,412.00	$2,412.00
	Load In/Rehearsal (#1 - 18)	10033405-363010	$1,176.00	$1,176.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Prime Tenants (contined)	Load In/Rehearsal (#19+)	10033405-363010	$1,960.00	$1,960.00
	Rehearsal Hall with Stage	10033405-363010	$290.00	$290.00
	Rehearsal Hall without Stage	10033405-363010	$390.00	$390.00
Merrill Auditorium - Prime Tenant - Friends of the Kotzschmar Organ (FOKO)				
Prime Tenants	Performance with Seating on Level 1 Only	10033405-363010	$680.00	$680.00
	Performance with Seating on Levels 1 & 2 Only	10033405-363010	$790.00	$790.00
	Performance with Seating on All Levels	10033405-363010	$900.00	$900.00
Misc Charges	Facility Fee for Non-Ticketed Events	10033405-363090	$150.00	$150.00
	Charges for On Street Staff	10033405-341000	$250.00	$250.00
Staffing Fees (3-Hour Minimum & 24-Hour Cancellation Policy)				
Staffing Fees	Event Manager	Various	$45.00 Per Hour	$45.00 Per Hour
	Event Staff Supervisor	Various	$29.00 Per Hour	$29.00 Per Hour
	Event Staff	Various	$25.00 Per Hour	$25.00 Per Hour
	Event Staff - Merchandise Sellers	Various	$27.00 Per Hour	$27.00 Per Hour
Staffing Fees (continued)	Event Staff Overnight	Various	$30.00 Per Hour	$30.00 Per Hour
	Operations Supervisor	Various	$32.00 Per Hour	$32.00 Per Hour
	Operations Staff	Various	$25.00 Per Hour	$25.00 Per Hour
	Technical Staff	Various	$45.00 Per Hour	$45.00 Per Hour
Technical Charges				
Tech Fees	Followspot Rental	10033405-341000	$125.00	$125.00
	Internet Rental	10033405-341000	$35.00	$35.00
	Cyclorama	10033405-341000	$75.00	$75.00
	Black or White Scrim	10033405-341000	$115.00	$115.00
	Wireless Handheld Microphone	10033405-341000	$30.00	$30.00
	House Sound System/FFs	10033405-341000	$250.00	$250.00
	Portable PA	10033405-341000	$150.00	$150.00
	PFD Firefighter for 6 Hours (Fire Alarm Watch)	10033405-341000	$492.00	$492.00
	Additional Merrill Technical Staff Hours	10033405-341000	$75.00	$75.00
	Onsite Consumables	10033405-341000	$20.00	$20.00
	Gaff Tape (2", Black or White)	10033405-341000	$16.00	$16.00
	Audio Rigging Steel	10033405-341000	$50.00	$50.00
	Drill Hole Repair Fee (Per Hole)	10033405-341000	$15.00	$15.00
	50lb CO2 Cylander (1)	10033405-341000	$65.00	$65.00
	Stacking Motor (Per Day)	10033405-341000	$100.00	$100.00
	VHF Radio Rental (x5 Radios)	10033405-341000	$100.00	$100.00
	Towels	10033405-341000	$3.50	$3.50
	Lighting	10033405-341000	$500.00	$500.00
	Cleaning Fee	10033405-341000	$350.00	$350.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Parks, Recreation, & Facilities (PRF)
Exhibit:	D

Name of Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Tech Fees (continued)	Full Street Closure	10033405-341000	$1,000.00	$1,000.00

Fee Schedule Changes - Administrative Fees

Fiscal Year:	FY 2027
Department:	Public Works
Exhibit:	E

Fee:	Description:	Account Code:	Current Fee Level:	Proposed Fee Level:
Solid Waste Hauler Fee for Containers	Commercial waste haulers	10031203-325100	$20.00	$35.00
Solid Waste Hauler Fee for Vehicles	Increase hauler fee for vehicles	10031203-325100	$150.00	$200.00
Solid Waste e-Card Replacement	E-card replacement fee	10031203-343200	$5.00	$10.00

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 210-25/26 Authorizing the City Manager To Enter into Certain Agreements To Implement the Fiscal Year 2027 Human Resources and Certain Fringe Benefits Budgets - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This order authorizes the City Manager to enter into standard agreements and amendments to standard agreements with providers of services for Fiscal Year 2027 to implement portions of human resources, medical, workers' compensation, and liability budgets.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. 2. Budget Order Authorizing the City Manager to Enter into Agreements for FY27 HR and Fringe Benefits

Prepared by:
Date: 05/18/2026

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 CITY MANAGER TO ENTER INTO CERTAIN AGREEMENTS TO IMPLEMENT THE FISCAL YEAR 2027 HUMAN RESOURCES AND CERTAIN FRINGE BENEFITS BUDGETS

WHEREAS, each year, the City of Portland enters into agreements to obtain services that the Human Resources Department requires to administer various City programs and benefits, which benefits and programs are provided for in the City budget; and

WHEREAS, the Human Resources administrative budget includes funds for services such as professional coaching and training; physical fitness testing and written examinations as required by the Employment Subcommittee of the Civil Service Commission; and similar professional services; and

WHEREAS, the Human Resources benefit budget includes contracted services for claims administration for its health plan, administration of other benefits, administration of the City's wellness program, benefits brokerage and consulting services, and similar services necessary to administer the City's health and benefits programs; and

WHEREAS, the Human Resources workers' compensation budget includes contracted services for claims administration, drug and alcohol testing, safety related consulting services, and similar services necessary to implement the City's workers' compensation, drug testing, and safety programs;

NOW, THEREFORE, BE IT ORDERED, that the City Manager is hereby authorized to enter into such agreements as necessary to implement the programs provided for the Human Resources budgets.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 211-25/26 Approving the Fiscal Year 2027 Self-insured Liability Program - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This order establishes the limit of the City's liability as $400,000 as required by the Maine Tort Claims Act and states the City's commitment to "self-insure" for such liability by approving funds for this purpose.

This item was first read on May 18, at which point it was postponed. Five affirmative votes are required for passage 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. 3. Budget Order Approving FY27 Self Insured Liability Program

Prepared by:
Date: 05/18/2026

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 FISCAL YEAR 2027 SELF-INSURED LIABILITY PROGRAM

ORDERED, that pursuant to 14 M.R.S. Sec. 8116 there is hereby established a reserve fund for the purpose of enabling the City to pay losses under its self-insurance program or incurred under any deductible insurance policies, which fund shall continue from year to year and shall not lapse as provided in Article VII, Sec. 9 of the Charter; and

BE IT FURTHER ORDERED, that pursuant to 14 M.R.S. Sec. 8116, the City Council of the City of Portland hereby states that the City of Portland has self-insured (to the extent set forth herein) against the obligations and liabilities imposed by the Maine Tort Claims Act (hereinafter the "Act"):

1. The Council has, and may from time to time, set aside funds in an account identified as "Liability" to be added to funds previously appropriated and held in reserve, all of which funds have been designed to enable the City to meet the obligations imposed by the Act; and to implement its self-insurance program, including but not limited to, the costs of administration of the program, investigation of claims, and of defense of claims against the City, its officers and employees;

2. The limit of liability assumed by the City is the $400,000 required by the Act, as it may be amended from time to time, notwithstanding the fact that its appropriation or reserve may exceed the statutory limit of liability;

3. The scope of coverage is limited to those areas for which governmental immunity has been expressly waived by 14 M.R.S.A. Sec. 8104-A, as limited by 14 M.R.S.A. Sec. 8104-B, and 14 M.R.S.A. Sec. 8111. Liability coverage shall not be deemed a waiver of any immunities or limitation of damages available under the Maine Tort Claims Act, other Maine statutory law, judicial precedent, or common law; and

4. The fund shall be administered by the City Manager and Corporation Counsel who shall settle all claims and pay all judgments for which the City may be legally liable under the Act or under the law of any jurisdiction to which the City, its officers or employees may be subject.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 212-25/26 Authorizing the Director of Parks, Recreation & Facilities to Set Fees and Enter Rental Agreements for City Facilities - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This order would authorize the Director of Parks, Recreation & Facilities or their designee to sign rental contracts and set associated fees. This authorization is required annually.
Staff has historically set fees and signed rental agreements for City facilities including but not limited to Merrill Auditorium, the Portland Exposition Building, Ice Arena, Riverside Golf Course, Portland cemeteries, and Ocean Gateway. These facilities host hundreds of events annually, and fees are determined based on the unique staffing levels and services they require.

The City's Legal Department has created a standard rental agreement. Any changes to the terms of standard agreement, other than pricing, are reviewed by legal prior to being changed.

Venues/programs overseen by this Department are run in a business-like manner and need the flexibility to offer specials and adjust pricing based on market conditions. This order will further reaffirm the practice of these fees being set administratively.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage 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. 4. Budget Order Authorizing the Director of PRF to Set Fees and Enter Rental Agreements

Prepared by:
Date: 05/18/2026

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 DIRECTOR OF PARKS, RECREATION & FACILITIES TO SET FEES AND ENTER RENTAL AGREEMENTS FOR CITY FACILITIES

ORDERED, that the Director of Parks, Recreation & Facilities or their designee is hereby authorized to set fees for, and to enter into and sign, rental lease agreements or contracts for City facilities.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 213-25/26 Authorizing the City Manager to Enter into Certain Agreements to Implement Fiscal Year 2027 Health & Human Services Budget - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This order authorizes the City Manager to enter into standard agreements and amendments to those standard agreements to receive reimbursement for services by the Health and Human Services Department. In addition, the City enters into agreements with service providers and landlords to provide services for department programs.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage 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. 5. Budget OrderAuthorizing CM to Enter into Certain Agreements for FY7 HHS Budget

Prepared by:
Date: 05/18/2026

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 CITY MANAGER TO ENTER INTO CERTAIN AGREEMENTS TO IMPLEMENT FISCAL YEAR 2027 HEALTH & HUMAN SERVICES BUDGET

ORDERED, that the City Manager or designee be and hereby is authorized to enter into:

1. Standard agreements and amendments to standard agreements with other governmental agencies for Fiscal Year 2027 to implement the Health & Human Services operating budget; and

2. Agreements with providers of services and lessors of property to provide services for Health & Human Services programs.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 214-25/26 Authorizing the City Manager to Accept Scholarship and Trust Donations and Bequests and Enter into Trust Agreements - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This order authorizes the City Manager to accept and appropriate existing and new scholarship trusts and to enter into standard form trust agreements as approved by Corporation Counsel.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage 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. 6. Budget Order - Authorizing CM to Accept Scholarship and Trust Donations etc

Prepared by:
Date: 05/18/2026

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 CITY MANAGER TO ACCEPT SCHOLARSHIP AND TRUST DONATIONS AND BEQUESTS AND ENTER INTO TRUST AGREEMENTS

ORDERED, that the City Manager is authorized to accept and to appropriate new scholarship funds, and bequests from wills and trusts in amounts of up to $50,000 in Fiscal Year 2027; and

BE IT FURTHER ORDERED, that the City Manager is authorized to enter into standard form trust agreements and other associated documents and/or agreements as approved by the Corporation Counsel.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 215-25/26 Authorizing the Director of Parks, Recreation & Facilities to Accept Donations up to $10,000 for Parks, Recreation & Facilities Department Programs and City Funds - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

The Parks, Recreation & Facilities Department receives frequent donations for many of the programs it works on and with, like the Land Bank, the Portland Youth Corps, and the Tree Trust. This order will allow the department director to accept donations as much as $10,000 without needing to receive approval from the City Council.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage 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. 7. Budget Order Authorizing Director of PRF to Accept Donations up to 10k

Prepared by:
Date: 05/18/2026

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 DIRECTOR OF PARKS, RECREATION & FACILITIES TO ACCEPT DONATIONS UP TO $10,000 FOR PARKS, RECREATION & FACILITIES DEPARTMENT PROGRAMS AND CITY FUNDS

ORDERED, that the Director of Parks, Recreation & Facilities is authorized to accept and to appropriate donations in amounts of up to $10,000 in Fiscal Year 2027 for the following:

- The Land Bank Fund, Chapter 2, Section 2-45; and
- The Tree Trust Fund, Chapter 29, Section 29-14; and
- The Portland Youth Corps; and

BE IT FURTHER ORDERED, that City-funded Parks, Recreation & Facilities Department gift catalog and program donations in amounts of up to $10,000 in Fiscal Year 2027 may also be accepted.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 216-25/26 Authorizing Corporation Counsel to Undertake Civil Actions to Collect Delinquent Personal Property Taxes - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This item will give Corporation Counsel a standing authorization to undertake civil actions to collect any delinquent personal property taxes that arise during the course of the fiscal year. Otherwise, it would be necessary for the City Council to specifically authorize each individual legal action. This general authorization will take the place of the case-by-case approach.

This item was first read on May 18, at which point it was postponed to June 1 to coincide with consideration of the Appropriation Resolve. Five affirmative votes are required for passage 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. 8. Budget Order Authorizing Corp Counsel to Undertake Civic Actions to Collect Delinq Personal Prop Taxes

Prepared by:
Date: 05/18/2026

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 CORPORATION COUNSEL TO UNDERTAKE CIVIL ACTIONS TO COLLECT DELINQUENT PERSONAL PROPERTY TAXES

ORDERED, that the Corporation Counsel, through the use of City Attorneys or Contractors, is hereby authorized to institute legal proceedings on behalf of the City to collect delinquent personal property taxes against debtors who have failed to pay the taxes when due.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 217-25/26 Authorizing Non-Union Wage Adjustment - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This Order authorizes the City Manager to utilize a 3% Cost of Living Adjustment (COLA) for pay adjustments for non-union employees, elected officials, the City Clerk and Corporation Counsel.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. 9. Budget Order Authorizing Non-Union Wage Adjustment

Prepared by:
Date: 05/18/2026

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 NON-UNION WAGE ADJUSTMENT

ORDERED, that an overall wage increase of three percent (3%) for non-union employees is hereby approved effective July 1, 2026; and

BE IT FURTHER ORDERED, that the Mayor, the City Council, the City Clerk, and Corporation Counsel shall receive a three percent (3%) wage increase effective July 1, 2026.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 218-25/26 Designating Fiscal Year 2027 Funds for Specific Island Services - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

The municipal budget includes $45,000 for use on Peaks Island in addition to the funds used to pay for direct and indirect city services. Pursuant to a request from the Peaks Island Council these funds will be used as follows in FY27:

Item A: Summer Bike Program Tickets (CBL): $250
Item B: Needs-Based PI Resident Tickets (CBL): $2,500
Item C: Island Taxi (ITS): $27,976
Item D: Island Compost Project: $2,600
Item E: PI Council Administrative Expenses: $1,918
Item F: Peaks Island Children's Workshop $9,756

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. 10. Budget Order Designating FY27 Funds for Specific Island Services

Prepared by:
Date: 05/18/2026

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 DESIGNATING FISCAL YEAR 2027 FUNDS FOR SPECIFIC ISLAND SERVICES

ORDERED, that $45,000 from the Fiscal Year 2027 municipal budget is hereby designated to pay for the Peaks Island services specified as follows:

Item A: Summer Bike Program Tickets (CBL): $250
Item B: Needs Based PI Resident Tickets (CBL): $2,500
Item C: Island Taxi (ITS): $27,976
Item D: Island Compost Project: $2,600
Item E: PI Council Administrative Expenses: $1,918
Item F: Peaks Island Children's Workshop: $9,756

TOTAL: $45,000

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 219-25/26 Appropriating $4,000,000 in Fund Balance - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This order appropriates $4,000,000 from Unassigned Fund Balance to provide tax stabilization and support City Health and Human Services operations during Fiscal Year 2027.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. 11. Budget Order Appropriating Fund Balance

Prepared by:
Date: 05/18/2026

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 $4,000,000 IN FUND BALANCE

ORDERED, that $4,000,000 is hereby appropriated from Unassigned Fund Balance to provide tax stabilization and support City Health & Human services operations during Fiscal Year 2027.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 220-25/26 Amendment to Portland City Code Chapters 2, 6, 10, 12, 24, 25, and 28 Re: Various Fee and Other Changes for Fiscal Year 2027 - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This amendment makes adjustments to various portions of the City Code to implement the FY27 budget. This includes various adjustments to Permitting, Fire, Public Works, and Parking sections, and an extension of the deadline to apply for the Portland Senior Tax Equity Program. All increases would be effective July 1, 2026, the start of Fiscal Year 2027.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. 12. Budget Order Amending City Code re Various Fee and Other Changes for FY27 (1)
2. Mayor Amendment 1 to Order 220

Prepared by:
Date: 05/18/2026

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)
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ANNA BULLETT (4)
KATE SYKES (5)

AMENDMENT TO PORTLAND CITY CODE
CHAPTERS 2, 6, 10, 12, 24, 25, AND 28
RE: VARIOUS FEE AND OTHER CHANGES FOR FISCAL YEAR 2027

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

1. That Sections 2-454, 6-152, 10-5, 10-6, 10-102, 12-16, 12.71.2, 12-23, 12-28, 12-30, 12-105, 24-72, 25-27, and 28-101 are hereby amended for fee changes, which said sections read as follows:

Sec. 2-454. Application and benefit payment.

In order to qualify for a benefit under the Program, applicants must submit an application between March 15 and June 30~~May 15~~ relative to the prior year's income tax for a benefit under this article. An application is required each year that an applicant desires to participate in the Program. The Director shall provide an application form for the Program, which shall include, at a minimum, the applicant's name, homestead address, and contact information. As part of the application, the applicant shall authorize the City to obtain documentation from Maine Revenue Services establishing the amount of the credit the applicant received under the state program. The Program is based on the state program and relates to property taxes assessed and paid or rent paid in the preceding year. The Director shall review and determine if the application is complete and accurate and if the applicant is an eligible applicant. The Director's determinations as to whether an applicant is an eligible applicant and the amount of the applicant's program benefit shall be final.

***

Sec. 6-152. Registration Fees.

***

(b) *Long Term Rental Registration Fee.* The registrant of a long term rental shall pay fifty-five dollars ($5550.00) to the City by January 1st of each year. Regardless of any discount a Landlord may be entitled to under subsection (d) below, thirty dollars ($30) from each registration fee shall be appropriated to the Housing Safety Office to cover the administrative expenses of the Rent Board, including the hiring of additional administrative staff if necessary.

***

Sec. 10-5. ~~Reserved~~ Pre-Operational Inspection.

All applications for new food service establishment or entertainment licenses must be accompanied by a certification, issued by the authority having jurisdiction, certifying that the establishment has undergone a Pre-Operational Inspection and successfully demonstrated compliance with the applicable sections of this Chapter. The fee for the Pre-Operational Inspection required by this section shall be $150.00.

Sec. 10-6. ~~Reserved~~Fire Prevention Cost Recovery Fee.

In addition to any required City of Portland permits, certain commercial construction projects require a Maine State Fire Marshal's Office Construction Permit. As an authorized delegated review municipality, the City issues those permits locally. These projects require the authority having jurisdiction to perform on site fire detection system acceptance tests, fire suppression system acceptance tests, and other inspections related to fire safety and suppression prior to the issuance of a certificate of occupancy. A Fire Prevention Cost Recovery Fee for these on-site inspections shall be applied to all construction projects where a delegated Maine State Fire Marshal's Office Construction Permit is issued by the City. The Fire Prevention Cost Recovery Fee shall be 1% of 1/10 of the cost of construction (Construction cost times 0.001), payable prior to the issuance of a certificate of occupancy.

***

Sec. 10-102. Master box connections to the dispatch center.

***

(c) *Connection and maintenance fees.* The following fees shall apply to each fire alarm system connected to the dispatch center:

(1)	New connection fee	$625~~550~~.00
(2)	Annual maintenance fee	350~~300~~.00
	Except that for each additional alarm system at the same location	100.00
(3)	Conversion of mechanical Master Box Alarm System to Wireless Mater Box Alarm System	275.00

***

Sec. 12-16. Definitions.

The following words and terms as used in this article shall have the meanings ascribed thereto, unless the context otherwise indicates:

***

Bulky waste ~~shall~~ means any items whose large size or weight precludes or complicates their handling by normal collection, processing or disposal methods, as further defined by the rules and regulations of the department of public works.

Bulky waste, large means any bulky waste item weighing more than thirty (30) pounds, and includes, regardless of weight, mattresses, box springs, and couches, as further defined by the rules and regulations of the Department of Public Works.

Bulky waste, small means any bulky waste item that weighs thirty (30) pounds or less and that cannot fit inside a standard City-approved trash bag as further defined by the rules and regulations of the Department of Public Works.

***

Sec. 12-17. Solid Waste and recyclable waste collection.

***

~~**Editor's Note:** Pursuant to Council Order 32-11/12 passed on 4/2/12 and Section 12-17.2 below, the following fee was enacted for bulky waste collection tags:~~
~~Large bulky waste tag: $40~~
~~Small bulky waste tag: No Charge~~

Sec. 12-17.1. Residential recycling program required.

***

12-17.2. Bulky Waste Collection.

(a) Bulky Waste shall be collected by the city as prescribed by the rules and regulations for said program established by the Department of Public Works.

(b) No person shall place bulky waste out for collection by the city unless it is in compliance with the rules and regulations as established by the Department of Public Works for the bulky waste collection program.

(c) The notice provisions of Sections 12-27 and 12-28 of this Article shall not apply to violations of this section.

(d) Whoever violates this Section of this Article shall be guilty of an offense. The penalty for said offense shall be Two ~~One~~ Hundred Dollars ($200~~100~~.00) plus attorneys' fees and costs and costs of proper disposal of the waste material.

(e) For bulky waste collected by the city, ~~the city council shall establish~~ the cost per bulky waste tag ~~by order.~~is set forth in the schedule below:

Small bulky waste tag: No charge.
Large bulky waste tag: $60.00

Sec. 12 23. Waste not to be thrown in public places; misuse of litter baskets.

***

(c) Whoever violates this Section of this Article shall be guilty of an offense. The penalty for said offense shall be TwoOne Hundred Dollars ($200100.00) plus attorneys' fees, costs and costs of the proper disposal of the material.

***

Sec. 12-28. Collection fee.

After the posting or notification of an order of removal given under section 12-27, the City fee for collecting waste material remaining on the street after twenty-four (24) hours shall be twoone hundred dollars ($200100.00) for up to one (1) cubic yard. In the event the waste exceeds one (1) cubic yard, the fee shall be an additional twoone hundred dollars ($200100.00) per cubic yard or portion thereof. The cubic yard cost to dispose of any amount of collected waste at an approved facility shall be the disposal fee and shall be added to the collection fee. Such fees shall be charged each time that the city removes the waste material deposited in violation of this article from the streets or sidewalks or esplanades abutting the property, whether or not additional notice has been given.

Charges assessed pursuant to this article shall be enforceable by lien for the benefit of the city pursuant to section 1-16 of this Code.

***

Sec. 12-30. Violations.

Whoever violates any provisions of this article shall be guilty of an offense. Each day a violation continues shall be deemed a separate violation. The penalty for said offense, in addition to any other fees imposed by this article shall be as follows:

First violation: One hundredFifty dollars ($10050.00).

Second violation: TwoOne hundred dollars ($200100.00).

Third violation and above: ThreeOne hundred fifty dollars ($300150.00) plus attorney's fees and costs.

***

Sec. 24-72. Sanitary sewer user charges.

***

(c) *Computation.* The user charges shall be computed in accordance with the following schedule, as from time to time amended, which shall be sufficient to meet costs of the eligible purposes for which such charges may be used. Beginning July 1, 2024, user charges under this section for both dwelling units and commercial units shall be thirteen dollars and fifty cents ($13.5000) per hundred cubic feet of volume for connected parcels of land. The user charge for developed but unconnected parcels of land shall be one dollar and seventy-one cents ($1.71) per hundred cubic feet of volume. Each metered billing unit shall have a minimum charge of at least one hundred (100) cubic feet per month.

***

Sec. 25-27. Fees and fines.

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

***

(3) Vehicles, equipment, or construction materials, as follows:

a. The Parking Space Permit shall be $3540.00 per day or any portion thereof;

b. The Sidewalk Permit shall be $50.00 per day or any portion thereof;

c. The Single Lane Closure Permit shall be $250215.00 per day or any portion thereof; and

d. The Street Closure Permit shall be $500430.00 per day or any portion thereof.

***

Sec. 28-101. Applicability.

***

(b) *Scofflaw.* Any vehicle which has accumulated three (3) or more notices of violation of any parking regulation or

regulations made pursuant to this chapter for which there has been neither payment of waiver fees nor issuance of court process ~~and which is then parked in violation of any such provision~~ may, at the option of any city police, parking control or other officer authorized to enforce the parking regulations of the city, be immobilized in place or may be removed and stored pursuant to the provisions of this chapter until all waiver fees established pursuant to 30-A M.R.S.A. § 3009 for all such outstanding notices of violations and also the charges authorized by article IV have been paid or until the requirements of section 28-103(b) or (c) have been met. If impoundment by immobilization is utilized, a charge of seventy dollars ($70.00) shall be charged and paid prior to such release. Any vehicle having accumulated three (3) or more unpaid notices of violation, as described above, which is legally towed for any reason may be held until all outstanding payments have been made.

***

AMENDMENT 1 TO ORDER 220-25/26
PREPARED BY CORPORATION COUNSEL
FOR MAYOR DION
RE: FIRE PREVENTION COST RECOVERY FEE

***

Sec. 10-6. Fire Prevention Cost Recovery Fee.

In addition to any required City of Portland permits, certain commercial construction projects require a Maine State Fire Marshal's Office Construction Permit. As an authorized delegated review municipality, the City issues those permits locally. These projects require the authority having jurisdiction to perform on site fire detection system acceptance tests, fire suppression system acceptance tests, and other inspections related to fire safety and suppression prior to the issuance of a certificate of occupancy. A Fire Prevention Cost Recovery Fee for these on-site inspections shall be applied to all construction projects where a delegated Maine State Fire Marshal's Office Construction Permit is issued by the City. The Fire Prevention Cost Recovery Fee shall be 1% of 1/10 of the cost of construction (Construction cost times 0.001), payable prior to the issuance of ~~a certificate of occupancy~~the permit.

***

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve - Sponsored by Finance Committee, April Fournier, Chair

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

The Appropriation Resolve contains the Finance Committee's recommended budget for Fiscal Year 2027 for general municipal purposes in the amount of $363,927,435. In addition, it contains the Finance Committee's recommended budget for Fiscal Year 2027 for the School Budget of $167,001,038.

The tax levy based upon the Finance Committee's recommended budget is $121,710,845 for general municipal purposes and $135,441,246 for the School Budget.

The Appropriation Resolve also directs the Assessor of Taxes to assess a tax upon all real and personal property liable to be taxed as of April 1, 2026 and sets October 16, 2026 as the tax due date, which may be paid in two installments due October 16, 2026 and on March 19, 2027.

The delinquency rate of interest is set at 8.5% per year, and the abatement rate of interest is set at 4.5% per year.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. 13. Budget Order FY27 Appropriation Resolve
2. FY27 Finance Committee Recommended Budget Yellow Book - 5.15.26
3. FY27 Budget Frequently Asked Questions and Answers - Updated 5_14_26
4. Amendment #1 to FY27 Appropriation Resolve from Councilor Bullett - $500k Increase in Family Shelter Expenses
5. Family Shelter Budget Amendment - Staff Memo
6. Amendment #2 to FY27 Appropriation Resolve from Councilor Bullett - $50k Reduction in Field Rental Fee Revenue
7. Amendment #3A to FY27 Appropriation Resolve from Councilor Fournier - $290k Net Reduction of Sunday Parking Meter Revenues
8. Amendment #3B to FY27 Appropriation Resolve from Councilor Grant - Elimination of $350k Sunday Parking Revenue and $350k of Ot
9. Amendment #4 to FY27 Appropriation Resolve from Councilor Sykes -10% FY27 Increase in PPL Funding
10. Amendment #5 to FY27 Appropriation Resolve from Councilor Pelletier - $210k Reduction of Police Department Expenses
11. Council Communication_PD Axon Contract_06-01-2026 (1)
12. 2026.06.01 Public Comment - Order 221

Prepared by:
Date: 05/18/2026

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)

FISCAL YEAR 2026-2027 APPROPRIATION RESOLVE

RESOLVED, that the sum of $363,927,435 is hereby appropriated for Fiscal Year 2027 for General Municipal purposes; and

BE IT FURTHER RESOLVED, that the sum of $167,001,038, is hereby appropriated for Fiscal Year 2027 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2026 and not exempt from taxation, to the aggregate amount of $121,710,845 for municipal purposes and $135,441,246 for school purposes for a total tax levy of $257,152,091 for Fiscal Year 2027, in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due 30 days after the City's Tax Commitment 2026, and payable in two equal installments, the first due 30 days after the City's Tax Commitment 2026, and the second installment due on the 19th day of March, 2027. The delinquency rate of interest shall be eight and a half percent (8.5%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be four and a half percent (4.5%) per annum.

City of Portland, Maine

Finance Committee's Recommended Budget

FY 2027 Budget

July 1, 2026 – June 30, 2027

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City of Portland, Maine
Thursday, May 14, 2026
Remote Finance Committee Meeting - 5:00PM
via Zoom

PUBLIC RECORD OF MEETING
Complete Public Record of Meeting can be found at the link below:
https://portlandme.portal.civicclerk.com/

Attendees: Finance Committee Members: Fournier and Grant; City Councilor Michniewicz; City Staff, and members of the Public.

5:01 PM: Meeting Called to Order/Introductions

5:02 PM: Additional Capital Needs - Family Shelter Relocation - $14M
Leases at the City family shelter locations on Chestnut Street (four buildings) expire on June 30, 2026. Due to a significant decline in asylum seeker arrivals, the current shelter is at 34% capacity (41 individuals). For FY27, two Chestnut Street leases will be renewed to accommodate anticipated guests during the year. For FY28 and beyond, a new location is being sought. At a recent executive session, the Council received a cost estimate of $13.95M to renovate City-owned 353 Cumberland Ave. into a permanent family shelter location. In addition to the capital costs, operating expenses are estimated to be $1.9M higher due to the increased capacity of the new building. At the prior meeting, the Committee made several requests for follow up information. This information was reviewed and the Committee discussed potential next steps. This was a discussion item only, no action took place at the meeting.

5:15 PM: Additional Capital Needs - Riverton Pool - $1.5M
Staff from Parks & Rec along with external contractors have been working on reconstruction of the Riverton Pool. Recent work has uncovered the need for significant additional capital investment, and staff is seeking guidance from the Committee on next steps. Staff presented two alternatives for the Committee to consider, reallocation of existing CIP funding to address the funding need, or authorization of new general obligation bonds to finance the project. A public hearing was held on this item and a vote was taken to recommend authorizing $1.6M in new bonds to the full City Council. The item is tentatively scheduled to appear on the June 1 and June 15, 2026 City Council agendas with a Public Hearing scheduled for the second read.

Motion made by Grant, seconded by Pelletier (Passed 3-0) Vote Time 5:26 PM

5:26 PM: Review of the FY27 City Manager's Recommended Budget (Public Hearing and Scheduled Action)
On Monday, April 13th the City Council referred the City Manager's Recommended Budget to the Finance Committee. On Thursday, April 16 the Finance Committee began their detailed review. At tonight's meeting, final Department review occurred, questions and answers (Q&A) were reviewed, a Public Hearing was held and the Committee took action:

Amendment from City Staff re: Addition of $12,000 in revenue to the Public Buildings and Waterfront Budget moved by Pelletier, seconded by Grant (Passed 3-0) Vote Time 6:13 PM

Motion made by Grant, seconded by Pelletier to pass the FY27 City Manager's recommended budget and all associated order changes as amended, including a total appropriation of $363,927,435, a Total City General Fund Tax Levy of $121,710,845. (Passed 3-0) Vote Time 6:24 PM

6:25 PM: Review of Future Meeting Dates
a. May 18th, 2026 - Scheduled 1st Read and Public Hearing on FY27 Budget at City Council

b. Committee Discussion of June Schedule

See https://www.portlandmaine.gov/668/Finance-Committee for updates on which Departments will be presenting on each night, as they are confirmed.

6:26 PM: Adjournment

Motion made by Grant, seconded by Pelletier (Passed 3-0) Vote Time 6:27 PM

Budget Appropriations & Comparative Summary

				Finance Committee	FY27 / FY26	
		FY25	FY26	FY27	$ chg	% chg
Tax Information:						
	Tax Rate:	**$7.13**	**$5.71**	**$5.95**	**$0.24**	**4%**
	Valuation:	***$15.145B***	***$20.297B***	***$20.447B***		
City General Fund Revenues						
31	Property Taxes	$113,473,286	$115,926,519	$121,710,845	5,784,326	5.0%
31	Other Local Taxes	4,591,511	4,228,477	1,866,477	(2,362,000)	-55.9%
32	Licenses & Permits	13,094,035	8,619,540	9,797,172	1,177,632	13.7%
33	Intergovernmental Revenue	35,532,936	21,959,353	22,976,434	1,017,081	4.6%
34	Charges for Services	40,380,586	48,353,619	49,295,995	942,376	1.9%
35	Fines, Forfeits and Penalties	2,741,251	2,587,135	2,620,635	33,500	1.3%
36	Use of Money and Property	20,506,310	18,291,950	18,505,077	213,127	1.2%
39	Other Sources	54,437,294	56,283,586	47,712,853	(8,570,733)	-15.2%
	Fund Balance Use / (Restoration)	-	8,800,000	4,000,000	(4,800,000)	-54.5%
	Total General Fund Revenues	$284,757,209	$285,050,179	$278,485,488	(6,564,691)	-2.3%
City General Fund Expenditures						
100-11	***City Council***	$480,786	$687,937	$530,310	(157,627)	-22.9%
100-12	***City Clerk***	733,525	869,026	1,013,064	144,038	16.6%
100-13	***Executive***	1,384,639	1,736,794	1,684,371	(52,423)	-3.0%
100-14	***Assessor***	599,654	851,874	868,512	16,638	2.0%
100-15	Admin	1,485,438	1,557,717	1,646,868	89,151	5.7%
	Treasury	884,371	889,624	957,187	67,563	7.6%
	Finance	2,369,809	2,447,341	2,604,055	156,714	6.4%
100-16	***Legal***	1,155,072	1,307,446	1,398,180	90,734	6.9%
100-17	***Human Resources***	1,463,638	1,680,747	1,724,097	43,350	2.6%
100-18	Admin	1,552,503	1,575,807	1,752,990	177,183	11.2%
	Elm Street Garage	302,345	327,125	340,321	13,196	4.0%
	Spring Street Garage	925,337	609,962	623,916	13,954	2.3%
	Temple Street Garage	59,970	121,800	123,108	1,308	1.1%
	Parking	2,840,155	2,634,694	2,840,335	205,641	7.8%
100-19	Admin	926,512	1,020,107	1,089,131	69,024	6.8%
	Portland Development Corp	37,750	42,352	42,352	-	0.0%
	Housing & Comm. Development	687,944	834,035	837,552	3,517	0.4%
	Housing & Econ. Development	1,652,206	1,896,494	1,969,035	72,541	3.8%
100-21	Administration	1,572,815	1,590,363	1,754,676	164,313	10.3%
	Uniformed Operations Group	12,896,976	13,310,915	16,506,859	3,195,944	24.0%
	Bureau Investigative Services	2,946,653	3,467,795	3,555,853	88,058	2.5%
	Operations Support Services	1,556,918	1,273,309	1,462,222	188,913	14.8%
	Jetport Security	693,102	703,876	814,022	110,146	15.6%

Budget Appropriations & Comparative Summary

		FY25	FY26	Finance Committee FY27	FY27 / FY26 $ chg	FY27 / FY26 % chg
Tax Information:						
	Tax Rate:	**$7.13**	**$5.71**	**$5.95**	**$0.24**	**4%**
	Valuation:	***$15.145B***	***$20.297B***	***$20.447B***		
	Police	19,666,464	20,346,258	24,093,632	3,747,374	18.4%
100-22	Admin	1,138,286	1,175,147	1,085,905	(89,242)	-7.6%
	Code Enforcement & Comm Svcs	408,614	405,844	350,957	(54,887)	-13.5%
	Field Operations	18,217,222	18,742,973	19,903,641	1,160,668	6.2%
	Operations Support Services	1,074,659	1,156,546	1,117,399	(39,147)	-3.4%
	Air Rescue	1,695,122	1,726,759	1,788,125	61,366	3.6%
	Fire	22,533,903	23,207,269	24,246,027	1,038,758	4.5%
100-23	***Dispatch Services***	3,793,217	4,585,476	4,898,506	313,030	6.8%
100-24	Admin	247,436	259,723	236,425	(23,298)	-9.0%
	Planning	1,332,176	1,498,170	1,555,728	57,558	3.8%
	Planning & Urban Development	1,579,612	1,757,893	1,792,153	34,260	1.9%
100-25	Admin	225,757	236,112	252,031	15,919	6.7%
	Inspections	1,530,111	1,669,548	1,741,444	71,896	4.3%
	Housing Safety	914,893	1,080,755	1,106,230	25,475	2.4%
	Business Licensing	384,073	419,516	438,783	19,267	4.6%
	Permitting & Licensing	3,054,834	3,405,931	3,538,488	132,557	3.9%
100-29	***Information Technologies***	3,417,854	3,365,861	3,424,116	58,255	1.7%
100-31	Admin	745,119	772,751	1,037,656	264,905	34.3%
	Streets (Districting)	2,131,548	2,205,898	2,301,740	95,842	4.3%
	Solid Waste	3,639,282	3,346,490	3,391,456	44,966	1.3%
	Communications	229,227	239,267	253,797	14,530	6.1%
	Portland Downtown District	554,168	652,865	692,212	39,347	6.0%
	Winter Operations	1,719,977	1,646,072	1,928,013	281,941	17.1%
	Island Services	1,135,107	1,167,817	1,214,517	46,700	4.0%
	Traffic & Transportation Ops	1,989,620	2,040,752	2,413,749	372,997	18.3%
	Transportation Engineering	478,404	560,448	566,371	5,923	1.1%
	Engineering	1,393,813	1,601,497	1,642,611	41,114	2.6%
	Fleet Services	4,694,818	4,640,319	4,781,930	141,611	3.1%
	Public Works	18,711,083	18,874,176	20,224,052	1,349,876	7.2%
100-33	Admin	783,111	822,204	958,508	136,304	16.6%
	Parks	1,536,006	1,622,069	1,962,073	340,004	21.0%
	Forestry	941,834	1,046,482	1,194,247	147,765	14.1%
	Athletic Facilities	1,118,851	1,154,495	1,198,695	44,200	3.8%
	Cemeteries	830,307	756,406	785,072	28,666	3.8%
	Recreation	2,223,812	2,475,302	2,492,426	17,124	0.7%
	Aquatics	474,190	591,562	870,268	278,706	47.1%
	Golf Course	1,314,853	1,344,894	1,448,597	103,703	7.7%
	Golf Course Restaurant	23,722	23,400	21,660	(1,740)	-7.4%

Budget Appropriations & Comparative Summary

		FY25	FY26	Finance Committee FY27	FY27 / FY26 $ chg	FY27 / FY26 % chg
Tax Information:						
	Tax Rate:	**$7.13**	**$5.71**	**$5.95**	**$0.24**	**4%**
	Valuation:	***$15.145B***	***$20.297B***	***$20.447B***		
	Ice Arena	669,245	624,773	654,898	30,125	4.8%
	Public Assemblies	1,192,256	1,260,378	1,708,793	448,415	35.6%
	Concessions	986,412	811,140	863,034	51,894	6.4%
	Custodial Services	1,448,796	1,368,143	-	(1,368,143)	-100.0%
	Merrill Auditorium	246,365	237,149	264,057	26,908	11.3%
	Parks Rec & Facilities	13,789,760	14,138,397	14,422,328	283,931	2.0%
100-35	Admin	525,923	482,719	530,042	47,323	9.8%
	Trades	698,594	811,547	937,387	125,840	15.5%
	School HVAC	586,779	-	-	-	0.0%
	Public Safety Bldg.	372,239	291,730	292,510	780	0.3%
	City Hall	1,439,329	2,127,491	2,103,060	(24,431)	-1.1%
	Merrill Auditorium (PB)	196,322	298,965	269,745	(29,220)	-9.8%
	Hadlock Stadium	407,032	350,570	365,995	15,425	4.4%
	Expo Building	243,528	281,900	281,970	70	0.0%
	Canco Road Buildings	350,804	407,630	467,730	60,100	14.7%
	Other Public Buildings	205,444	245,025	251,085	6,060	2.5%
	Waterfront	1,467,173	1,570,113	1,658,428	88,315	5.6%
	Custodial Services	-	-	799,462	799,462	100.0%
	Public Buildings & Waterfront	6,493,167	6,867,690	7,957,414	1,089,724	15.9%
100-44	Admin	629,224	793,870	696,685	(97,185)	-12.2%
	Public Health	3,181,940	4,074,557	3,733,815	(340,742)	-8.4%
	Social Services	25,449,151	28,652,282	25,073,090	(3,579,192)	-12.5%
	Barron Center	15,925,698	18,307,608	17,881,864	(425,744)	-2.3%
	HHS	45,186,013	51,828,317	47,385,454	(4,442,863)	-8.6%
100-47	***Debt Service***	59,676,737	60,899,384	40,028,844	(20,870,540)	-34.3%
100-48	***Public Library***	4,891,900	5,136,495	5,393,315	256,820	5.0%
100-51	***Pension***	10,786,586	11,521,999	12,021,999	500,000	4.3%
100-52	Health Insurance	25,632,374	27,067,549	34,185,162	7,117,613	26.3%
	Workers' Comp	1,275,307	1,714,400	1,679,400	(35,000)	-2.0%
	FICA	1,606,565	1,578,873	1,791,074	212,201	13.4%
	Group Life	306,286	260,451	260,451	-	0.0%
	Unemployment	67,857	100,000	100,000	-	0.0%
	Employee Benefits	28,888,389	30,721,273	38,016,087	7,294,814	23.7%
100-61	***Contingency***	8,407	250,000	250,000	-	0.0%
100-62	***Liability Insurance***	1,037,339	1,258,404	1,296,908	38,504	3.1%
100-65	Regional Transpotation Program	68,199	70,000	70,000	-	0.0%

Budget Appropriations & Comparative Summary

		FY25	FY26	Finance Committee FY27	FY27 / FY26 $ chg	FY27 / FY26 % chg
Tax Information:						
	Tax Rate:	**$7.13**	**$5.71**	**$5.95**	**$0.24**	**4%**
	Valuation:	***$15.145B***	***$20.297B***	***$20.447B***		
	Contributions	563,118	621,050	616,452	(4,598)	-0.7%
	Memberships/Contributions	631,317	691,050	686,452	(4,598)	-0.7%
100-67	*Wage Adjustment*	-	-	184,211	184,211	100.0%
	Total General Fund Expenditures	$256,826,066	$272,968,226	$264,491,945	(8,476,281)	-3.1%
100-63	***County Tax***	8,414,303	9,082,446	10,395,163	1,312,717	14.5%
100-65	***Metro Assessment***	3,092,221	2,999,507	3,598,380	598,873	20.0%
Total General Fund & Assessments		$268,332,590	$285,050,179	$278,485,488	(6,564,691)	-2.3%
Enterprise Fund Revenues						
31	Property Taxes, Current Year	-	-	-	-	
32	Licenses & Permits	$5,300	$5,050	$5,300	250	5.0%
33	Intergovernmental	-	123,200	-	(123,200)	-100.0%
34	Charges for Services	40,428,381	41,044,111	42,285,183	1,241,072	3.0%
36	Use of Money and Property	39,882,779	38,096,431	40,254,435	2,158,004	5.7%
39	Other Sources	955,057	547,260	546,260	(1,000)	-0.2%
	Fund Balance Use / (Surplus)	-	2,060,067	2,350,769	290,702	14.1%
	Total Enterprise Fund Revenues	$81,271,517	$81,876,119	$85,441,947	3,565,828	4.4%
Enterprise Fund Expenditures						
530	Fish Pier	$327,368	$417,522	$471,988	54,466	13.0%
	Portland Fish Exchange	1,697,930	1,347,758	1,352,219	4,461	0.3%
	Fish Pier	2,025,298	1,765,280	1,824,207	58,927	3.3%
570	Finance Admin	93,583	104,038	106,257	2,219	2.1%
	Public Works Admin	871,965	949,561	1,027,189	77,628	8.2%
	Operations (Districting)	3,274,709	3,251,188	3,188,082	(63,106)	-1.9%
	Communications	75,125	78,967	81,221	2,254	2.9%
	Engineering	620,016	733,388	771,173	37,785	5.2%
	Debt Service	9,212,202	9,998,373	9,398,845	(599,528)	-6.0%
	Fringe Benefits	1,482,267	1,674,920	1,199,920	(475,000)	-28.4%
	PWD Assessment	16,826,174	18,137,448	19,459,896	1,322,448	7.3%
	Sewer	32,456,041	34,927,883	35,232,583	304,700	0.9%
571	Finance Admin	288,517	307,228	299,882	(7,346)	-2.4%
	Management	2,098,435	2,575,341	3,599,447	1,024,106	39.8%
	Debt Service	4,113,479	4,024,875	4,429,213	404,338	10.0%
	Fringe Benefits	430,393	456,945	461,444	4,499	1.0%
	Stormwater	6,930,824	7,364,389	8,789,986	1,425,597	19.4%

Budget Appropriations & Comparative Summary

		FY25	FY26	Finance Committee FY27	FY27 / FY26 $ chg	FY27 / FY26 % chg
Tax Information:						
	Tax Rate:	**$7.13**	**$5.71**	**$5.95**	**$0.24**	**4%**
	Valuation:	***$15.145B***	***$20.297B***	***$20.447B***		
583	Admin	1,296,481	1,350,885	1,402,625	51,740	3.8%
	Marketing	367,581	610,565	611,280	715	0.1%
	Fringe, Indirects, & Chgbacks	5,219,360	5,922,615	5,017,332	(905,283)	-15.3%
	Field	5,348,361	5,928,840	6,182,483	253,643	4.3%
	General Aviation	19,271	20,112	20,655	543	2.7%
	Operations	3,341,496	3,632,294	4,105,583	473,289	13.0%
	Terminal	9,545,734	9,531,611	15,052,060	5,520,449	57.9%
	Parking	4,504,218	5,071,620	5,061,211	(10,409)	-0.2%
	Airfield Deicing	761,189	769,527	792,532	23,005	3.0%
	Anticipated Surplus	-	4,980,498	1,349,410	(3,631,088)	-72.9%
	Jetport	30,403,691	37,818,567	39,595,171	1,776,604	4.7%
	Total Enterprise Fund Expenditures	$71,815,854	$81,876,119	$85,441,947	3,565,828	4.4%
	Total City Expenditures	$340,148,444	$366,926,298	$363,927,435	(2,998,863)	-0.8%
	School Department Revenues					
	Property Taxes	$119,402,624	$127,225,979	$135,441,246	8,215,267	6.5%
	Local Revenue	6,761,509	6,005,902	7,122,799	1,116,897	18.6%
	State Subsidy	25,016,840	24,575,422	20,536,993	(4,038,429)	-16.4%
	Surplus Use	1,757,133	4,993,671	3,900,000	(1,093,671)	-21.9%
	Total School Revenues	152,938,106	162,800,974	167,001,038	4,200,064	2.6%
	School Department Expenditures					
	Total School Expenses	152,938,106	162,800,974	167,001,038	4,200,064	2.6%
	Total City & Schools Expenditures	**$493,086,550**	**$529,727,272**	**$530,928,473**	**1,201,201**	0.2%

Tax Computation

FY 2027

Tax Levy	*General Fund*	*County Tax*	**Total City General Fund**	*Enterprise Funds*	**Total City**	**Total School Department**	**GRAND TOTAL**
Total Expenditures	*268,090,325*	*10,395,163*	278,485,488	*85,441,947*	363,927,435	167,001,038	530,928,473
Total Revenues	*(156,774,643)*	-	(156,774,643)	*(85,441,947)*	(242,216,590)	(27,659,792)	(269,876,382)
Surplus	-	-	-	-	-	(3,900,000)	(3,900,000)
Total Levy	111,315,682	10,395,163	**121,710,845**	-	**121,710,845**	**135,441,246**	**257,152,091**
Valuation	20,447,000,000						

Tax Rate

FY 2027	$5.44	$0.51	**$5.95**	$0.00	**$5.95**	**$6.62**	**$12.58**
FY 2026	*$5.26*	*$0.45*	*$5.71*	*$0.00*	*$5.71*	*$6.27*	*$11.98*
$ Increase	$0.18	$0.06	$0.24	$0.00	$0.24	$0.35	**$0.60**
% Increase	*3.4%*	*13.3%*	*4.2%*	-	*4.2%*	*5.6%*	***5.0%***

FY 2027 Non-Tax Revenue

**Excludes Taxes & Surplus*

Department	FY25 Collected	FY26 Estimated (budget)	FY26 Projected	FY27 Estimated (budget)	FY27 Estimated vs FY26 Estimated (budget)	%
General Fund Revenues:						
City Council	$5,000	$5,000	$5,000	$5,000	$0	0.0%
City Clerk	316,245	306,953	306,953	334,002	27,049	8.8%
Executive	1,276,753	924,532	924,532	873,996	(50,536)	-5.5%
Assessor	268	1,000	1,000	2,000	1,000	100.0%
Finance	27,069,707	20,359,358	20,359,358	17,346,555	(3,012,803)	-14.8%
Legal	256,593	233,537	236,537	233,537	-	0.0%
Human Resources	86,088	71,420	71,420	71,420	-	0.0%
Parking	11,926,871	11,552,224	11,552,224	12,338,078	785,854	6.8%
Housing & Economic Development	1,615,958	1,796,494	1,723,270	1,889,549	93,055	5.2%
Police	2,795,457	2,676,610	2,676,610	2,626,728	(49,882)	-1.9%
Fire	5,333,211	6,427,199	5,679,180	6,839,610	412,411	6.4%
Dispatch Services	1,623,710	2,100,916	2,100,916	2,207,605	106,689	5.1%
Planning & Development	988,734	697,769	697,769	651,128	(46,641)	-6.7%
Permitting & Inspections	11,582,784	6,714,934	6,352,249	7,312,911	597,977	8.9%
Information Technology	363,679	359,568	376,059	394,862	35,294	9.8%
Public Works	6,080,794	6,726,041	6,726,041	7,616,174	890,133	13.2%
Parks, Recreation, & Facilities	9,957,452	10,262,475	10,444,888	11,436,948	1,174,473	11.4%
Public Buildings & Waterfront	5,640,599	4,721,973	5,019,134	5,090,926	368,953	7.8%
HHS - Administration	-	53,274	-	-	(53,274)	-
HHS - Public Health	1,824,264	2,948,981	2,104,456	2,265,579	(683,402)	-23.2%
HHS - Social Services	19,948,203	9,251,701	15,468,146	13,077,428	3,825,727	41.4%
HHS - Barron Center	16,926,793	23,036,267	18,094,463	22,977,684	(58,583)	-0.3%
Debt Service Reimbursements	32,760,652	35,585,367	35,585,367	24,464,276	(11,121,091)	-31.3%
Employee Benefits	7,452,855	8,385,431	7,786,195	9,374,824	989,393	11.8%
Insurance	296,174	305,407	298,047	313,780	8,373	2.7%
Memberships / Other	563,566	563,566	563,566	1,163,566	600,000	106.5%
Wage Adjustment	-	27,186	27,186	-	(27,186)	-100.0%
Total General Fund:	$166,692,410	$156,095,183	$155,180,566	$150,908,166	($5,187,017)	-3.3%

Tax Levy by Budget Category

City Manager Recommended

Department	FY 2027 Tax Levy	FY 2027 Tax Rate	% of Taxes
Debt Service	15,564,568	0.76	12.8%
Fire	21,371,538	1.05	17.6%
Police	25,328,711	1.24	20.8%
Public Works	14,004,179	0.68	11.5%
County Tax	10,395,163	0.51	8.5%
Library	5,393,315	0.26	4.4%
General Government	7,009,432	0.34	5.8%
Health & Human Services	12,637,693	0.62	10.4%
Parks, Rec & Facilities	4,366,732	0.21	3.6%
Metro	2,504,814	0.12	2.1%
Dispatch Services	3,134,700	0.15	2.6%
	121,710,845	**5.95**	**100.0%**

Authorized Employees

FY 2027

Department:	FY22	FY23	FY24	FY25	FY26	FC Committee Approved FY27	+/- Chg
City Council	-	-	-	-	-	-	-
City Clerk	7.9	8.6	8.7	8.3	8.0	8.0	-
Executive	8.5	10.5	12.5	13.0	13.0	13.0	-
Assessor	5.9	5.9	5.9	6.9	7.6	7.9	0.3
Finance	25.0	25.0	25.0	25.6	25.6	25.6	-
Legal	8.0	9.0	9.0	9.0	9.0	9.0	-
Human Resources	11.5	12.0	13.6	14.6	15.3	15.0	(0.3)
Parking	29.2	29.2	29.0	29.0	28.8	29.8	1.0
Housing/Econ. Developmer	16.0	16.8	15.8	14.8	16.0	16.0	-
Police	189.0	187.0	187.0	190.0	190.0	182.0	(8.0)
Fire	224.0	226.0	229.0	229.0	229.3	229.0	(0.30)
Dispatch Services	36.0	36.0	37.0	37.0	37.0	38.0	1.0
Planning/Urban Developm	17.0	17.0	17.0	17.0	17.0	17.0	-
Permitting/Inspections	35.0	36.0	40.0	40.0	41.0	41.0	-
Information Technologies	15.8	16.0	19.0	19.1	19.0	19.0	-
Public Works	126.5	129.0	129.5	135.5	137.5	137.8	0.3
Parks & Recreation	113.7	126.7	130.4	134.8	142.8	134.9	(7.9)
Public Buildings/Waterfron	24.0	24.4	24.6	26.6	24.6	33.9	9.3
HHS - Administration	4.0	5.0	5.0	6.0	8.0	6.0	(2.0)
HHS - Public Health	32.8	38.4	36.6	40.6	40.4	32.2	(8.2)
HHS - Social Services	96.2	118.0	163.6	221.8	222.8	175.4	(47.4)
Barron Center	245.0	244.8	202.2	204.2	215.8	203.7	(12.1)
Total HHS	*378.0*	*406.2*	*407.4*	*472.6*	*487.0*	*417.3*	*(69.7)*
General Fund Total:	1,271.0	1,321.3	1,340.4	1,422.8	1,448.5	**1,374.2**	**(74.3)**
	2%	*4%*	*1%*	*6%*	*2%*	*-5%*	
Enterprise Funds:							
Sewer Fund	34.0	34.0	34.0	34.0	34.0	34.0	-
Stormwater Fund	10.0	10.0	10.0	10.0	10.0	10.0	-
Jetport Fund	57.0	58.0	58.0	60.0	64.0	66.0	2.0
Enterprise Fund Total:	101.0	102.0	102.0	104.0	108.0	110.0	2.0
	1%	*1%*	*0%*	*2%*	*4%*	*2%*	
Total City Employees:	**1,372.00**	**1,423.30**	**1,442.40**	**1,526.80**	**1,556.50**	**1,484.20**	**(72.30)**
	2%	*4%*	*1%*	*6%*	*2%*	*-5%*	

Finance Department
Brendan O'Connell
Finance Director
May 14, 2026

FY27 Budget
Frequently Asked Questions and Answers

During the past several months and budget cycles, the City has fielded many questions from residents of the city and members of the City Council in regards to the annual budget process. Many of these questions have come up repeatedly via phone, email and in person over the years. This memo is intended to summarize responses to many of the frequently asked questions ("FAQ"). This document will be updated as the FY27 budget process progresses with responses to any new frequently asked questions from the Finance Committee, City Council, and public.

Question 1: What is the breakdown of the tax rate between City and School operations? Is it 50/50 between the City and Schools? (updated 4/16/26)

The City of Portland committed tax rate for FY26 is $11.98 and the breakdown is not 50/50. The City tax rate was $5.71 (43.9% of committed tax rate), the County tax rate was $0.45 (3.8% of committed tax rate) and the Portland Public Schools tax rate was $6.27 (52.3% of committed tax rate). This is projected to change slightly in FY27, as noted in the chart below.

	FY26 (Final)		FY27 (Estimated)	
	Rate	% Of Total	Rate	% Of Total
School	6.27	52.3%	6.63	52.7%
City	5.26	43.9%	5.44	43.2%
County	0.45	3.8%	0.51	4.1%
TOTAL	11.98	100%	12.58	100%

Question 2: Can you provide additional information regarding impacts of changes to the combined tax rate / mill rate? For example, what amount of increase to the tax levy (in dollars) is equivalent to a 1% increase? (updated 4/16/26)

The FY27 estimated mill rate for the City is $12.58 based on a total tax levy of $257,164,091. Based on this amount and an FY27 estimated local assessed valuation of $20,447,000,000:

- For every $2,571,640 of tax levy increase the tax rate would increase by 1%

- For every $204,470 of increase to the tax levy the tax rate would increase by $0.01.

- For every $0.01 of increase to the tax rate, the median homeowner pays an additional $5.40 in annual taxes

The final valuation and mill rate will not be known until summer 2026 once the tax commitment has been finalized. Amounts shown during the budget process are ESTIMATES.

Question 3: What external organizations receive funding as part of the annual operating budget? (updated 4/16/26)

The organizations listed below receive significant annual funding as part of the annual operating budget. We have added detail of each organization and the amount of expenditure below. The list does not include organizations which are under contract for provision of core services within our City Departments (aka vendors).

Cumberland County assessed an FY27 tax of $10,395,163 to the City of Portland. This is a $1.3M increase from FY26 to FY27 (14.5%) and is approximately 25% of the total 24 cent increase within the FY27 City Manager's recommended budget. The City has very limited control over the amount that is assessed by the County and receives very few services in return. It is worth noting that the State of Maine legislature passed a bill which would provide approximately $4M in funding to County jails across the state. If this funding was distributed per capita and used to reduce reliance on taxpayer support, it could reduce Portland's County Tax assessment by approximately $160,000. However, the bill has not yet been signed by Governor Mills and funding distributions are still to be determined.

The Portland Public Library is receiving $5,393,315 in FY27 recommended funding. This is a 5% increase from the prior year The Portland Public Library is a component unit of the City. A component unit is a legally separate entity for which a primary government is financially accountable. It serves as a unit of accounting definition, ensuring comprehensive financial reporting. The Portland Public Library funding represents approximately 4.4% of the overall municipal portion of the tax rate and is shown separately within the City budget overall.

Greater Portland METRO: In October 2025, Metro's Board of Directors unanimously approved the 2025 budget and municipal assessments. The City has 30 days to reject the METRO budget, but this does not typically occur since the City has 5 seats on the METRO Board. Acceptance of the annual METRO budget and local assessment by the City is achieved either through formal council action (or no action at all. METRO will receive an assessment of $3,598,380 in FY26 (an approximately 20% increase due to METRO's desire to continue funding enhanced bus service previously financed with one time Federal funds) and their Regional Transportation Program is budgeted for an additional $80,000. The METRO Assessment is shown

separately within the City budget overall. It is worth noting that METRO has expressed an intent to increase assessments to Portland by an additional 20-30% in FY28 as well.

Creative Portland receives $200,000 within the Housing and Economic Development budget (funded via a contribution from the Downtown area wide TIF). When the Downtown TIF was approved, Creative Portland was included as an eligible expense. In 2023 the City Council passed a set of amendments to the Downtown TIF that increased the potential annual maximum Creative Portland funding to $200,000. The Creative Portland funding is included within Housing and Economic Development.

The **Memberships/Contributions Department** within the City's overall budget houses many smaller contributions to other organizations within our **Contributions** budget line. The following organizations receive funding within the Contributions budget:

Greater Portland Council of Governments (GPCOG) is budgeted for dues of $154,000 and an additional local match request of $40,000 for a total of $194,000 in FY27 budgeted funding. The City has 1 member on GPCOG's 12 member Executive Committee. Membership is not required and the City could withdraw at any time. However, continued membership is being recommended as part of the FY27 budget. Staff recommends the City seek further budget transparency from GPCOG if future increases in City funding are requested.

Portland Media Center is budgeted for funding of $187,000 in FY27.

Portland Harbor Commission is budgeted for funding of $87,550 in FY27. The Portland Harbor Commission consists of five representatives charged with the responsibility of regulating navigation and commerce within Portland Harbor. The Commission's authority results from various private and special laws passed by the Maine Legislature. The Commission includes two members appointed by the City of Portland, two members appointed by the City of South Portland, and one member appointed by the Governor representing the State of Maine. The $87,550 represents 50% of the requested municipal contributions - an additional $87,550 was requested from South Portland for FY27.

Maine Municipal Association: The contributions budget also includes the City's membership dues of $93,500 for the Maine Municipal Association (MMA). MMA provides incredible value to the City across a broad variety of areas including insurance, workers compensation, risk management, legal services, State and Federal advocacy, trainings, and more.

Peaks Island Council: The Peaks Island Council, as established in Article IV of Chapter 9 of City Code, may make recommendations of funds designated or appropriated by the City or received from other sources for transportation or parking initiatives or other purposes. Their annual request is received and approved by the Council within a standalone order each fiscal year, funding for a variety of island support items. The funding request for FY27 remained flat at $45,000.

Finance Department
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Finance Director
May 14, 2026

Question 4: The FY27 budget includes elimination of 72.3 FTE. When considering these eliminations, how many vacancies will remain in the City budget as of July 1, 2026? (Updated 4/26/26)

According to Human Resources, based on positions eliminated in the FY27 budget, the following vacancies will still exist on July 1, 2026 (ignoring the potential impact of positions filled / vacated over the next 2 months).

City Clerk - 1
Executive - 3
Assessors - 0
Finance - 0
Legal - 0
Human Resources - 1
Parking - 0
HECD - 1
Police - 19
Dispatch - 11
Fire - 0
Planning - 0
Permitting/Inspections - 0
Jetport - 3
IT - 0
Public Works - 11
Parks, Rec & Facilities - 14.85
HHS - Public Health & Social Services - 31.40
HHS - Barron Center and Elder Affairs - 26.20

Please note - the figures above also do not include estimated recruits who are expected to be in the mid-2026 and early 2027 State of Maine police academies.

Question 5: The City received significant Federal COVID relief funding (American Rescue Plan Act Funds) which was required to be appropriated by 12/31/24 and is required to be fully spent by 12/31/26. Can you provide an update on these deadlines? (updated 5/3/2026)

The City has remained in full compliance with all American Rescue Plan Act (ARPA) obligation and spending deadlines. 100% of our funds ($46,290,652.00) were obligated via contract and reported as such within the US Treasury Reporting Portal as of 12/31/24. Through 03/31/25, $45,674,114.62 of the funds had been expended. Remaining unspent ARPA funds (approximately $600k) are expected to be used in the next three months of 2026. The City's responsible fiscal management of these funds has prevented any fiscal cliffs related to ARPA funding in any municipal operating budget.

Question 6: The City has a strong fund balance policy which aligns with municipal government best practices. Is fund balance the same as a "rainy day fund" and what is the most recent unassigned fund balance figure? (Updated 5/3/2026)

The City's fund balance policy was set in alignment with municipal government best practices. It is "the goal of the City is to achieve and maintain unassigned fund balance at 16.66% of General Fund expenditures (two months of expenditures for both the City and Portland Public Schools) measured on a Generally Accepted Accounting Principles ("GAAP") basis." The use of the term fund balance is limited to governmental funds, where it is used to describe the difference between a fund's assets plus deferred

outflows of resources and liabilities plus deferred inflows of resources.[1]"

Unassigned fund balance is not the same as the rainy day fund as it represents the portion of a City's resources that are not earmarked or legally constrained for specific purposes. Unassigned fund balance is commonly used by cities to meet ongoing cash flow needs and to finance monthly operating expenditures. In contrast, a rainy day fund is typically in reference to a reserved fund that is only used in emergencies. Most municipal governments only collect a significant portion of their revenues at two points in the fiscal year (property tax collection dates), so Portland's unassigned fund balance fluctuates downward in July, August, and September (i.e. the General Fund operates at a financial loss in each of those months), then typically rebounds in October, falls in November, December, January, and February, rebounds in March, and then falls in April, May and June. If not for our strong fund balance policy, the City would need to frequently utilize a line of credit with a local bank and we would incur significant interest expense during our non-property tax collection months.. The City spends nearly $40M per month across all funds and our strong fund balance policy allows us to responsibly manage cash flows for the City, Schools, and other funds, minimizing drain on property taxpayers from unnecessary interest expense.

Because the City's fund balance policy is measured on a GAAP basis, it is reported at the end of each fiscal year after annual operating results have been finalized and a set of financial statements have been audited. As of 6/30/25, the City had an unassigned fund balance of $74,672,896. This is approximately 17.35% of FY25 general fund expenditures (a surplus of approximately $2.9M above the recommended amount per the fund balance policy). The City Manager has recommended use of approximately $4M of unassigned fund balance as part of the FY27 budget. This recommendation reflects full use of the surplus at 6/30/25 and an assumption that operating results for FY26 will trend at least $1.1M better than budget.

Question 7: What portion of the Public Health Department is funded by non-property tax sources? (updated 5/3/2026)

The Public Health budget is approximately 52.66% covered by property taxes ($2,520,650 / $4,786,229) and 47.34% covered by non-property tax revenues ($2,265,579 / $4,786,229 - see further breakdowns below).

The Public Health Division contains approximately $3,733,815.00 in expenses but this does not include fringe benefits related expenses. When factoring in our nearly 40% fringe rate on the approximately $2.63M in payroll related Public Health expenses, total Public Health expenditures rise to $4,786,229.

The FY27 Public Health Division contains approximately $2,265,579 in non-property tax revenues. ($1,612,591 in grant reimbursements, $57,200 in Friends of Free clinic donations, $75,788 in operating revenues, $520,000 in estimated use of opioid settlement funds)

[1] Source: GAAFR Governmental Accounting, Auditing, and Financial Reporting

Finance Department
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Finance Director
May 14, 2026

Question 8: Can staff provide details on how fundraising works in relation to the City's operating budget? Are there limitations on what items can be supplemented by fundraising? (updated 5/1/2022)

The City's spending of operating budget funds is authorized by an overall appropriation resolve passed during the City budget process. For programs supported either fully or partially via donations, the City budgets for the full amount of program expenditures within the appropriation resolve and also includes an estimate of the offsetting revenues in the resolve. City staff would be required to come back to City Council with an additional appropriation order if additional expenditures were required above and beyond what was already approved in the appropriation resolve. For example, if the City's overall operating budget was $1M, and the City needed to launch a new $50,000 program (supported by donations) midway through FY22 pushing total spending to $1.05M the City Manager would bring a new appropriation order to Council asking the Council to appropriate the additional $50,000 in donations, raising the overall appropriation to $1,050,000.

None of the programs currently being suggested for fundraising (in HHS, Parks & Recreation) have any restrictions that staff is currently aware of, but we would do further research before launching any specific new campaigns for any specific program or item.

Question 9: What property tax relief programs are available to City residents? What are the income limitations on the Property Tax Stabilization Program and the Portland Senior Tax Equity Program (P-STEP)? (updated 4/26/23)

The City has a Tax Relief web page dedicated to our various property tax relief programs. Many of the programs we offer are only permitted by State law and we must follow the rules they provided for allowable municipal programs (listed below):

- PROPERTY TAX STABILIZATION PROGRAM FOR SENIOR CITIZENS
- MAINE PROPERTY TAX DEFERRAL PROGRAM
- PORTLAND SENIOR TAX EQUITY PROGRAM (P-STEP)
- MAINE HOMESTEAD EXEMPTION PROGRAM
- BUSINESS EQUIPMENT TAX REIMBURSEMENT (BETR)
- BUSINESS EQUIPMENT TAX EXEMPTION (BETE)
- MAINE INDIVIDUAL INCOME TAX - PROPERTY TAX FAIRNESS CREDIT
- BLIND EXEMPTION
- VETERANS EXEMPTION
- SURVIVING SPOUSE, MINOR CHILD OR WIDOWED PARENT OF A VETERAN
- CURRENT LAND USE PROGRAMS (Farmland, Open Space, Tree Growth, and Working Waterfront)

We recommend referring to the City's Tax Relief web pages (and applicable State web pages) for details around qualification criteria and income limitations on each program. However, as of 4/26/23 there were no

income limitations within the **State of Maine Property Tax Stabilization program for Senior Citizens**. For the **Portland Senior Tax Equity Program (P-STEP)** applicants must have received a Maine Property Tax Fairness Credit in the year of the P-STEP application. An excerpt from the form detailing income limitations on the 2022 State Form PFTC is below:

Who is eligible?
You may qualify for a **refundable** Property Tax Fairness Credit up to $1,000 ($1,500 if you are 65 years of age or older) if you meet all of the following:

- You were a Maine resident during any part of the tax year;
- You owned or rented a home in Maine during any part of the tax year and lived in that home as your principal residence during the year;
- Your total income during 2022 was less than the amount shown in the table below for your filing status and the number of qualifying children and dependents you claim:

If your Filing Status is: ⬇	AND Form 1040ME, line 13a is: 0	OR 1	OR more than 1
	Your income must be less than:		
Single	$55,000	$55,000	$55,000
Head of Household	$70,000	$70,000	$86,250
Married filing Jointly or Qualifying Widow(er)	$70,000	$86,250	$86,250

- You paid property tax on your home (principal residence) in Maine during the tax year that is greater than 4% of your total income or you paid rent on your home (principal residence) in Maine during the tax year that is greater than 26.67% of your total income. **Note** that the amount of property tax or rent you can include may be limited. See line 7 on Schedule PTFC/STFC.

You may qualify for a **refundable** Sales Tax Fairness Credit up to $240, depending on the number of qualifying children and dependents on Form 1040ME, line 13a, if you meet all of the following:

- You were a Maine resident during any part of the tax year;
- Your total income during 2022 was not more than $27,850 if filing single; $44,050 if filing head of household; or, $54,700 if married filing jointly or qualifying widow(er).

See the line 13 instructions below for more information.

Question 10: Are we able to create a discounted parking program for low to moderate income downtown workers? Either lower meter rates or lower City garage rates? (updated 5/4/23)
We have not seen anything in any other municipalities regarding discounted meters for downtown workers. However the City has the benefit of owning several downtown garages and we have an existing **Park and Work** program. The purpose of the Park and Work program, since its inception about 30 years ago, has been to provide access to discounted parking for low to moderate income employees, or to unpaid volunteers. Portland Downtown's Park & Work Program, administered in partnership with the City of Portland, offers half-priced, hourly parking in the city-owned Spring Street & Elm Street garages to low-to-moderate-income employees and unpaid volunteers. It is designed to ease the financial burden of parking expenses.

Effective January 2025, key program changes include:

- Increased income eligibility from 50% to 80% of the Area Median Income (AMI),
- An extended parking time limit from six hours to nine hours, and
- The introduction of QR codes, which can be scanned upon exiting participating garages.

Each QR code costs $6, providing 3 hours of parking at $2 per hour, compared to the standard rate of $4. Eligible workers can use up to three QR codes at once, allowing them to park for up to 9 hours a day at half

price, for a total of $18. This helps alleviate any burden related to expanded meter hours in FY27. QR codes are available for purchase through Portland Downtown during regular business hours – please email info@portlandmaine.com for assistance.

Please visit the **Portland Downtown Park & Work** program page here for more information

Understanding that discounting parking when it is at a premium does not make the most sense economically, Portland Downtown continues to partner with the City of Portland and other transportation partners on a multi-modal transportation marketing campaign to inform the public of options other than driving a car and parking downtown. Once here, it is very easy to walk, bike, bus, etc. in downtown, so we're excited to explore and share options.

Question 11: What bonding and spending amounts require a referendum per the City Charter (Updated 5/4/2026)

Here are the bonding / spending referendum thresholds under Article VII, Section 16(a) of the City Charter:

Current State Valuation (2026): $20,280,650,000
Bonding Limit: Five one-hundredths of one percent (0.0005) = $10,140,315
Spending Limit: Seven and one-half one-hundredths of one percent (0.00075) = $15,210,487

A few things to note: The above limits apply to bonding or spending for a "single capital improvement or item of capital equipment" and are measured separately. The spending limit applies to spending municipal tax funds. Non tax-funds (grants, Federal dollars, etc.) do not count against the threshold limit. Staff recommends involving Bond Counsel during discussion of any bonding or spending which would come close to approaching any of these thresholds.

Question 12: What is the annual debt service cost associated with $1M in bonds issued? (Updated 5/3/2026)

There are several factors which impact the annual debt service cost from $1M of bonds outstanding. Most notably, the maturity of the bonds (i.e. is it due in 10 years, 20 years etc) has a significant impact on the amount of principal that must be repaid annually. 10 year bonds issued by the City require 10% of the principal repaid annually and 20 year bonds issued by the City require 5% of the principal repaid annually. See the examples below for amounts of principal and interest on a 10 year $1M bond vs a 20 year $1M bond. Each example assumes issuance in November 2026 and a 4% interest rate. In each example, total annual debt service decreases over time as principal is repaid. The 10 year bond carries an approximate annual average debt service of $120,000 per $1M of bonds while the 20 year bond carries an approximate annual debt service per $1M of bonds of $70,000.

Finance Department
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May 14, 2026

DEBT SERVICE EXAMPLES - 10 and 20 Year Bonds ($1M in Principal, Assumed 4% Interest Rates)

City of Portland, Maine
$1MM General Obligation
@4.00%; 10 Years

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
11/1/2026			20,000.00	20,000.00	
5/1/2027			20,000.00	20,000.00	40,000.00
11/1/2027	100,000.00	4.000000	20,000.00	120,000.00	
5/1/2028			18,000.00	18,000.00	138,000.00
11/1/2028	100,000.00	4.000000	18,000.00	118,000.00	
5/1/2029			16,000.00	16,000.00	134,000.00
11/1/2029	100,000.00	4.000000	16,000.00	116,000.00	
5/1/2030			14,000.00	14,000.00	130,000.00
11/1/2030	100,000.00	4.000000	14,000.00	114,000.00	
5/1/2031			12,000.00	12,000.00	126,000.00
11/1/2031	100,000.00	4.000000	12,000.00	112,000.00	
5/1/2032			10,000.00	10,000.00	122,000.00
11/1/2032	100,000.00	4.000000	10,000.00	110,000.00	
5/1/2033			8,000.00	8,000.00	118,000.00
11/1/2033	100,000.00	4.000000	8,000.00	108,000.00	
5/1/2034			6,000.00	6,000.00	114,000.00
11/1/2034	100,000.00	4.000000	6,000.00	106,000.00	
5/1/2035			4,000.00	4,000.00	110,000.00
11/1/2035	100,000.00	4.000000	4,000.00	104,000.00	
5/1/2036			2,000.00	2,000.00	106,000.00
11/1/2036	100,000.00	4.000000	2,000.00	102,000.00	
5/1/2037					102,000.00
	1,000,000.00		240,000.00	1,240,000.00	

City of Portland, Maine
$1MM General Obligation
@4.00%; 20 Years

Date	Principal	Coupon	Interest	Debt Service	Fiscal Total
11/1/2026			20,000.00	20,000.00	
5/1/2027			20,000.00	20,000.00	40,000.00
11/1/2027	50,000.00	4.000000	20,000.00	70,000.00	
5/1/2028			19,000.00	19,000.00	89,000.00
11/1/2028	50,000.00	4.000000	19,000.00	69,000.00	
5/1/2029			18,000.00	18,000.00	87,000.00
11/1/2029	50,000.00	4.000000	18,000.00	68,000.00	
5/1/2030			17,000.00	17,000.00	85,000.00
11/1/2030	50,000.00	4.000000	17,000.00	67,000.00	
5/1/2031			16,000.00	16,000.00	83,000.00
11/1/2031	50,000.00	4.000000	16,000.00	66,000.00	
5/1/2032			15,000.00	15,000.00	81,000.00
11/1/2032	50,000.00	4.000000	15,000.00	65,000.00	
5/1/2033			14,000.00	14,000.00	79,000.00
11/1/2033	50,000.00	4.000000	14,000.00	64,000.00	
5/1/2034			13,000.00	13,000.00	77,000.00
11/1/2034	50,000.00	4.000000	13,000.00	63,000.00	
5/1/2035			12,000.00	12,000.00	75,000.00
11/1/2035	50,000.00	4.000000	12,000.00	62,000.00	
5/1/2036			11,000.00	11,000.00	73,000.00
11/1/2036	50,000.00	4.000000	11,000.00	61,000.00	
5/1/2037			10,000.00	10,000.00	71,000.00
11/1/2037	50,000.00	4.000000	10,000.00	60,000.00	
5/1/2038			9,000.00	9,000.00	69,000.00
11/1/2038	50,000.00	4.000000	9,000.00	59,000.00	
5/1/2039			8,000.00	8,000.00	67,000.00
11/1/2039	50,000.00	4.000000	8,000.00	58,000.00	
5/1/2040			7,000.00	7,000.00	65,000.00
11/1/2040	50,000.00	4.000000	7,000.00	57,000.00	
5/1/2041			6,000.00	6,000.00	63,000.00
11/1/2041	50,000.00	4.000000	6,000.00	56,000.00	
5/1/2042			5,000.00	5,000.00	61,000.00
11/1/2042	50,000.00	4.000000	5,000.00	55,000.00	
5/1/2043			4,000.00	4,000.00	59,000.00
11/1/2043	50,000.00	4.000000	4,000.00	54,000.00	
5/1/2044			3,000.00	3,000.00	57,000.00
11/1/2044	50,000.00	4.000000	3,000.00	53,000.00	
5/1/2045			2,000.00	2,000.00	55,000.00
11/1/2045	50,000.00	4.000000	2,000.00	52,000.00	
5/1/2046			1,000.00	1,000.00	53,000.00
11/1/2046	50,000.00	4.000000	1,000.00	51,000.00	
5/1/2047					51,000.00
	1,000,000.00		440,000.00	1,440,000.00	
	$1,000,000.00		$440,000.00	$1,440,000.00	

Question 13: What authority does the City Council have over Portland Public Library contract negotiations with their employees? (added 5/5/2026)
Please be aware that the City (i.e. City Council/City staff) does not have authority over or dictate contract negotiations between the Portland Public Library (PPL) and its employees and/or amounts provided in various lines (including wages) in the PPL budget. The Board of Trustees and the Executive Director perform those functions.

With that said, based on Council budget guidance this year, the recommended FY27 City contribution to the PPL is a total payment of $5,393,315, a 5% increase from the current fiscal year. The PPL budget also includes additional non-City revenue streams that may be used to further increase their overall budget. It is important to share that all City departments received this same budget guidance from Council. Therefore, every department was required to make difficult decisions, and balance their overall budgets while factoring in recent contractually obligated 2-5% wage increases (already approved by the Council) across all 9 of the City's labor unions/employee classifications (CEBA, Pro-Tech, Labor & Trades, PBA, SOA, Firefighters, Dispatchers, Supervisors and Non-Union).

Even with all of these difficult decisions and limitations, the recommended tax levy increase for FY27 is still above inflation or 2% based on the Consumer Price Index - All Urban Consumers (Boston/North).

Question 14: Are the amounts cruise ships pay subject to approval by the City Council? If the City Council wanted to adjust these contracts, what would be the appropriate path? (added 5/8/26)

The City Council does not directly negotiate agreements with each cruise ship that visits the port of Portland. Fees paid by cruise ships are instead addressed in the Terminal Tariff and are part of the annual operations of the City's Public Buildings and Waterfront Division.

As a matter of public interest, the Division recently presented their draft FY27 rates for cruise ships (included in the Tariff) to the Sustainability and Transportation Committee to highlight how the City is using the Tariff rates to incentivize the use of cleaner-burning fuels.

The 2027 Tariff rate for ships with over 1,000 passengers was raised by $3 from $18 per person, to $21, a 16.6% increase over the 2026 rate. Accounting for the $2 discount for clean burning fuels, the increase to the 2026 rate still amounts to an additional $1 per passenger, or 5.6% If all ships over 1,000 passengers decide to burn cleaner burning fuels in 2027 and take the $2 incentive, City revenues for those ships will still rise by 5.6%. The Infrastructure fee also was increased from $3 to $4, a 33.3% increase, and will continue to rise by a dollar per year through 2030.

One member of the Finance Committee has discussed bringing forward an amendment to eliminate the $2 per passenger fee discount for ships using cleaner-burning fuels. Such an amendment by a Council member to the Tariff is technically impermissible because there is no Council action required to approve those fees.

With that said, it is permissible to seek to amend the budget to increase the amount of revenue to be collected from cruise ships in an amount equal to the discount outlined in the Tariff. Staff estimates this amount to be approximately $12,000. If this revenue were added to the Public Buildings and Waterfront Division, the City Manager would then be tasked with making operational adjustments to the Tariff to ensure the amount is collected.

AMENDMENT 1 TO ORDER 221-25/26
PREPARED BY CORPORATION COUNSEL
RE: $500,000 OF ADDITIONAL FAMILY SHELTER EXPENSES, $50,000 OF ADDITIONAL FAMILY SHELTER REVENUE, AND $100,000 REDUCTION IN ESTIMATED CUMBERLAND COUNTY TAX ASSESSMENT

RESOLVED, that the sum of ~~$363,927,435~~$364,327,435 is hereby appropriated for Fiscal Year 2027 for General Municipal purposes;

BE IT FURTHER RESOLVED, that the sum of $167,001,038, is hereby appropriated for Fiscal Year 2027 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2026 and not exempt from taxation, to the aggregate amount of $~~121,710,845~~122,060,845 for municipal purposes and $135,441,246 for school purposes for a total tax levy of $~~257,152,091~~257,402,091 for Fiscal Year 2027, in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due 30 days after the City's Tax Commitment 2026, and payable in two equal installments, the first due 30 days after the City's Tax Commitment 2026, and the second installment due on the 19th day of March, 2027. The delinquency rate of interest shall be eight and a half percent (8.5%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be four and a half percent (4.5%) per annum.

City of Portland | Executive Department
Danielle P. West, City Manager
Dena Libner, *Assistant City Manager*

Re: FY27 Budget Amendment - Family Shelter Capacity and Current Demand Trends

Until mid-2025, the family shelter system operated at or near full occupancy for decades. However, beginning in July 2025, staff observed a significant and sustained decline in occupancy levels, assumed to be the result of increased distrust of government systems among immigrant communities and decreased overall numbers of asylees entering the United States. In recognition of this change, staff have closely monitored utilization trends at the City's family shelter facilities on Chestnut Street in order to evaluate appropriate operating capacity for FY27.

In response to this observed and continued trend and City Council budget guidance for the FY27 operating budget, the recommended budget reflected a reduced family shelter capacity (two rental buildings with capacity for 18 families, down from the current four buildings with capacity for 42 families). This recommendation was based on an analysis which concluded that operating with two buildings would place the shelter system at approximately 88% utilization, while operating with three buildings would result in approximately 50% utilization.

Staff have observed what appears to be a recent slow but steady increase in demand for family shelter services. As of today (June 2, 2026), 19 families are currently staying at the family shelter, representing full capacity for a reduced two-building configuration. Staff are also observing changing demographics among shelter residents, including an increase in non-immigrant families seeking assistance, likely reflecting broader affordability pressures. The average length of shelter stay is currently 3-4 months. Approximately 90% of the current population of the family shelter does not qualify for any General Assistance (GA) reimbursement due to exceeding the income limitations within the GA program.

As a result of these trends, staff are continuing to monitor occupancy and family shelter demand closely, and wanted to ensure the Council could decide whether or not to provide additional funding for increased shelter capacity in FY27 beyond what is currently budgeted. Approximately $500,000 in additional FY27 funding would be required for rent, maintenance, staffing, and fringe costs would be needed if the Council were to decide to expand into a third building.

Additional revenue under this scenario is estimated to be very limited (approximately $50,000 annually) as the majority of current shelter guests have income levels which exceed the State General Assistance maximums.

The impact of these additional required funds could be further offset by a recent Cumberland County vote to reduce their tax levy on municipalities. The City of Portland's revised FY27 county tax levy is approximately $100,000 lower than the amount that had previously been approved by the County earlier in the calendar year and the FY27 Finance Committee recommended budget could be reduced by this amount.

As a result, an amendment in the amount of $350,000 ($500,000 of additional expenditures, $150,000 of additional revenues) to make the necessary changes to the FY27 Finance Committee recommended budget has been included in the back-up materials. The net increase to the estimated FY27 property tax rate as a result of this amendment is an increase of $0.02.

AMENDMENT 2 TO ORDER 221-25/26
PREPARED BY CORPORATION COUNSEL
FOR COUNCILOR BULLETT
RE: REDUCTION OF FIELD RENTAL FEE REVENUE FROM PARKS, RECREATION AND FACILITIES BUDGET

RESOLVED, that the sum of $363,927,435 is hereby appropriated for Fiscal Year 2027 for General Municipal purposes;

BE IT FURTHER RESOLVED, that the sum of $167,001,038, is hereby appropriated for Fiscal Year 2027 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2026 and not exempt from taxation, to the aggregate amount of $121,760,845 ~~$121,710,845~~ for municipal purposes and $135,441,246 for school purposes for a total tax levy of $257,202,091 ~~$257,152,091~~ for Fiscal Year 2027, in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due 30 days after the City's Tax Commitment 2026, and payable in two equal installments, the first due 30 days after the City's Tax Commitment 2026, and the second installment due on the 19th day of March, 2027. The delinquency rate of interest shall be eight and a half percent (8.5%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be four and a half percent (4.5%) per annum.

AMENDMENT 3A TO ORDER 221-25/26
PREPARED BY CORPORATION COUNSEL
FOR COUNCILOR FOURNIER
RE: REDUCTION OF SUNDAY PARKING METER REVENUE AND EXPENSES FROM PARKING DEPARTMENT BUDGET

RESOLVED, that the sum of $363,867,435~~$363,927,435~~ is hereby appropriated for Fiscal Year 2027 for General Municipal purposes;

BE IT FURTHER RESOLVED, that the sum of $167,001,038, is hereby appropriated for Fiscal Year 2027 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2026 and not exempt from taxation, to the aggregate amount of $122,000,845 ~~$121,710,845~~ for municipal purposes and $135,441,246 for school purposes for a total tax levy of $257,442,091 ~~$257,152,091~~ for Fiscal Year 2027, in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due 30 days after the City's Tax Commitment 2026, and payable in two equal installments, the first due 30 days after the City's Tax Commitment 2026, and the second installment due on the 19th day of March, 2027. The delinquency rate of interest shall be eight and a half percent (8.5%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be four and a half percent (4.5%) per annum.

AMENDMENT 3B TO ORDER 221-25/26
PREPARED BY CORPORATION COUNSEL
FOR COUNCILOR GRANT
RE: REDUCTION OF $350K OF SUNDAY PARKING METER REVENUE, $60K OF EXPENSES FROM PARKING DEPARTMENT BUDGET, REDUCTION OF $100K OF COUNTY TAX EXPENSE, $190K OF HEALTH & HUMAN SERVICES EXPENSES

RESOLVED, that the sum of $~~363,927,435~~363,577,435 is hereby appropriated for Fiscal Year 2027 for General Municipal purposes;

BE IT FURTHER RESOLVED, that the sum of $167,001,038, is hereby appropriated for Fiscal Year 2027 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2026 and not exempt from taxation, to the aggregate amount of $121,710,845 for municipal purposes and $135,441,246 for school purposes for a total tax levy of $257,152,091 for Fiscal Year 2027, in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due 30 days after the City's Tax Commitment 2026, and payable in two equal installments, the first due 30 days after the City's Tax Commitment 2026, and the second installment due on the 19th day of March, 2027. The delinquency rate of interest shall be eight and a half percent (8.5%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be four and a half percent (4.5%) per annum.

AMENDMENT 4 TO ORDER 221-25/26
PREPARED BY CORPORATION COUNSEL
FOR COUNCILOR SYKES
RE: 10% INCREASE IN CONTRIBUTION TO PORTLAND PUBLIC LIBRARY

RESOLVED, that the sum of $~~363,927,435~~364,184,255 is hereby appropriated for Fiscal Year 2027 for General Municipal purposes; this appropriation includes a 10% increase in City contribution to the Portland Public Library; and

BE IT FURTHER RESOLVED, that the sum of $167,001,038, is hereby appropriated for Fiscal Year 2027 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2026 and not exempt from taxation, to the aggregate amount of $~~121,710,845~~121,967,665 for municipal purposes and $135,441,246 for school purposes for a total tax levy of $~~257,152,091~~257,408,911 for Fiscal Year 2027, in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due 30 days after the City's Tax Commitment 2026, and payable in two equal installments, the first due 30 days after the City's Tax Commitment 2026, and the second installment due on the 19th day of March, 2027. The delinquency rate of interest shall be eight and a half percent (8.5%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be four and a half percent (4.5%) per annum.

AMENDMENT 5 TO ORDER 221-25/26
PREPARED BY CORPORATION COUNSEL
FOR COUNCILOR PELLETIER
RE: $210,000 REDUCTION IN POLICE DEPARTMENT FUNDING

RESOLVED, that the sum of $363,717,435 ~~$363,927,435~~ is hereby appropriated for Fiscal Year 2027 for General Municipal purposes;

BE IT FURTHER RESOLVED, that the sum of $167,001,038, is hereby appropriated for Fiscal Year 2027 for School purposes; and

BE IT FURTHER RESOLVED, that the Assessor of Taxes of the City of Portland be and hereby is directed to assess a tax upon all real estate liable to be taxed therein and to assess the owner of, or such other persons as may be liable by law for, personal property liable to be taxed therein on the first day of April, 2026 and not exempt from taxation, to the aggregate amount of $121,500,845 ~~$121,710,845~~ for municipal purposes and $135,441,246 for school purposes for a total tax levy of $256,942,091 ~~$257,152,091~~ for Fiscal Year 2027, in accordance with the provisions of the Statutes of Maine; and

BE IT FURTHER RESOLVED, all taxes assessed as above and committed to the Director of Finance shall be due 30 days after the City's Tax Commitment 2026, and payable in two equal installments, the first due 30 days after the City's Tax Commitment 2026, and the second installment due on the 19th day of March, 2027. The delinquency rate of interest shall be eight and a half percent (8.5%) per annum on all payments received after the respective due dates and the abatement rate of interest shall be four and a half percent (4.5%) per annum.

City of Portland | Police Department
Mark W. Dubois, *Chief of Police*

To: Mayor and City Council Members
From: Mark Dubois, Chief of Police
Date: June 1, 2026
Re: Information on Axon Contract

This memo is submitted to aid the City Council in its discussion pertaining to potential amendment(s) to the FY 2027 Operating Budget proposed by the City Manager and recommended to the City Council by the Finance Committee. Specifically, this memo aims to provide information on the scope and forthcoming changes to the Police Department's (PD) contract with Axon Enterprise.

The PD has contracted with Axon for tasers for 17 years. In recent years, PD has added Axon components including body cameras, fleet cameras, and interview room video as a way to maximize systems interoperability, although these components have to date been acquired under separate contracts. PD has used vehicle cameras for over twenty years and body cameras for nearly ten years. Before Axon the department used Motorola products. Under the existing contract, these products are titled as follows: Axon Evidence, Camera Bundle, Draft 1, license requirements, storage and all hardware needs. FY27 reflects the third year of a ten year contract for these products.

PD is seeking to bundle all Axon components under a single contract as part of a strategy to reduce costs and expand functionality. In connection with this approach, PD intends to implement a needed taser replacement and add functions including real-time language translations for body cameras and a new investigative tool managing videos. These added tools will enhance PD's ability to serve the public in the most effective and professional manner.

This year the District Attorney's Office has also transitioned to using Evidence.com, which is the Axon storage product. This allows the District Attorney direct access to all video of all criminal cases PPD sends for prosecution. The coordination of using Evidence.com has streamlined the prosecution process and saved countless staff hours downloading video to a sharefile system. The data storage is also a secure cloud based system which saves significant costs when compared with housing and maintaining internal servers to store video evidence.

New proposed budgeted Items:

Replacement Tasers (Model 10S) - $129,800.
Axon Enterprise has supplied tasers to PPD for approximately seventeen years. PPD is currently using the second evolution tasers and made the final payment of a five year contract in September 2025. Our current versions of tasers (Taser 7) are at the end of life for serviceability and need replacement. The newest edition (Taser 10) is our planned replacement. It may be

possible to structure the replacement in phases over several fiscal years to reduce the initial purchase.

Axon Enterprise is virtually the only manufacturer of conducted energy less lethal weapons (tasers), so there are not realistic alternatives. If a reasonable alternative could be identified, then full scale replacement of support equipment and systems (e.g. docking stations, software, officers duty holsters) would also be needed raising overall replacement costs.

Tasers are an essential option for officers facing situations where lethal force may otherwise be necessary. Tasers are deployed frequently and are an effective tool to manage dangerous engagements while also preventing the use of lethal force. Not replacing tasers would limit officers' options for a less-lethal option placing officers and suspects in more dangerous situations.

Real-time Language Translation (MY90)- $24,860
This is an additional program offered by Axon that has real-time language translation built into the officers body camera. It is also transcribed in both English and the translated language. There are currently over 100 languages instantly available in the program. This product would be used almost daily by officers. Additionally, there is a survey option that we can send to people we interact with to gain feedback on our interaction.

Axon Investigate - $16,745
This is an additional tool used to assist detectives navigate the variety of video formats that are collected during investigations. It also allows for video stitching, which is used to present seamless timelines of events using the various private security video, body camera, and fleet camera videos. Stitching enhances investigations and case presentations to prosecutors and ultimately juries. Equally important with this product is the ability to preserve the original evidence in its native form as required.

Fair wages for Library Workers

Desiree P pric0178@gmail.com via portlandmaine.gov
Thu, May 28, 9:32 AM (4 days ago)
to publiccomment, council

To Portland City Council:

I am writing in regards to the Portland city budget and specifically the budget increase for the Portland Public Library. The cost of living in Portland is approximately 14% higher than the national average and in general, housing in Portland is approximately 35.9% more expensive than the national average (apartments.com).

In order for Portland to continue to be a place that promotes progress, remain as a welcoming community and act as a hub to local residents, it should support the public library to the fullest and beyond 5% projected budget increase. The Portland Public Library is a shared community space that offers services not just to Portland residents, but surrounding areas. Beyond being a shared space, libraries and library staff are on the front line every day providing services. Throughout the US, libraries have played a role in confronting the opioid crisis, in disaster relief and even during political unrest. Library staff are not social workers yet they show up every day to provide life-changing services to the public and deserve to be paid a living wage (https://www.neh.gov/article/complicated-role-modern-public-library)

The Portland Public Library provides activities and support that are not found anywhere else in the city. Beyond "loaning books", the PPL provides museum passes and opportunities to members that may not be able to otherwise participate, a place to host community events and lectures, art and other exhibits, connections to community resources, resources for immigrants and New Mainers, public classes and workshops, and a level of accessibility and ADA resources that is difficult to find elsewhere.

As a mentor through a local community organization, the library is one of our favorite places to go. From access to technology to finding books we can enjoy together, it is a safe and welcoming space for us to spend time connecting. Members of my book club utilize the "Ask a Librarian" feature for recommendations and personalized assistance. I've attended lectures that I would not normally attend either due to cost or accessibility and I've learned so much about Portland by being present at the library.

I request the Portland City Council to consider wages and the cost of living for the library staff. Could you live in your home, pay your bills and feed your family on the wages you are currently asking them to survive on? How would your life have to change? Working in a library can be fun but also stressful and emotionally draining depending on the day. Sometimes both in the same day. I think it's important that we do not ask the people in these positions who are providing services to others to worry about how they are going to remain in their home and pay their bills. With a 14% cost of living higher than national average and housing 35.9% higher, 5% just doesn't cut it and does not provide living wages to the people in these necessary roles.

Sincerely, Desiree

Public Comment re: Budget Increase for Library

Amelia Neilson melieneilson@gmail.com via portlandmaine.gov
Sat, May 30, 12:45 PM (2 days ago)
to publiccomment

Hello!

My name is Amelia Neilson; I'm a resident at 87 Cumberland Ave. I am asking City Council to amend the budget and increase funding for the Portland Public Library. Library workers deserve living wages - they provide an essential service to residents all over Portland and from all walks of life. The library serves ME when I want to cook a new recipe, engage with art and community issues, better understand Portland's history, etc. It serves others as a key connection point: to essential services, to the internet, to critical information. Library employees are overworked, underpaid, and providing frontline community care. They deserve to have wages that keep pace with inflation and keep them being able to come into work and help strengthen our community every day. A 5% increase in funding not enough.

Thank you for your time and consideration,
Amelia

Public Comment - Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve - Portland Public Library Funding

Julia Baugh juliarbaugh@gmail.com via portlandmaine.gov
Sat, May 30, 2:17 PM (2 days ago)
to publiccomment

Julia Baugh
28 Marion Street Apt. 3
Portland, ME 04101

Re: Public Comment - Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve - Portland Public Library Funding

Dear Portland City Council Members,

My name is Julia Baugh. I am a Portland resident, a patron of the Portland Public Library, and a Senior Library Assistant who has worked at PPL for over three years. I am asking the City Council to increase funding for the Portland Public Library beyond the proposed 5% increase so that library staff can continue living and working in Portland.

PPL is one of the few places left where people can exist without being expected to spend money, and in a time when groceries, rent, gas, and basic necessities continue to rise, that matters more than ever. But spaces like this do not exist on their own. What makes the library work is not just the collection or the building, it is the people.

Every day I work with children, seniors, students, job seekers, asylum seekers, people experiencing homelessness - community members from all walks of life. I have seen children get their first library cards and watched both the child and their family light up with excitement. I have seen people become regulars, returning not just for books, but because they feel welcomed and known. These moments matter and are part of what makes the library feel like a community.

That sense of community does not happen by accident. At the lending desk, staff constantly shift responsibilities in response to changing circumstances. We move together like tides and waves, adjusting in real time to whatever the day brings. This kind of coordination, trust, and institutional knowledge takes years to build and only exists when experienced staff can afford to stay. The problem is that many library workers cannot afford to stay.

I currently pay $1,625 a month for a small attic apartment in Portland. The only reason I have been able to remain here while working at the library is because of student loans. Without them, I could not afford to live here. Even when I was working full-time at the library, I still could not afford to live in Portland without taking on debt. Public servants should not have to rely on loans and debt simply to remain in the communities they serve.

If wages do not improve, Portland will continue to lose experienced library staff and, with them, the relationships, continuity, and knowledge that help make the library such an important part of this community.

Sincerely,

Julia Baugh

Funding for Portland Public Library - Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve

A Schechter aschechter.library.04101@gmail.com via portlandmaine.gov
Sat, May 30, 6:28 PM (2 days ago)
to finance, publiccomment

To the Portland City Council Finance Committee

The Library, such as we have, here in our city, exemplifies how an institution's truest strengths manifest in the sum of its parts. For the Portland Public Library, that is inclusive of the entire community of patrons near and far, its officials, and community leaders- served and supported by my colleagues and me. The staff effectively animates the Library's locations, indiscriminately facilitating literacy and knowledge. Fulfilling our mission and earning trust are matters of great pride for us all. Now with the prospect of the municipal financial evaluation, coinciding with impending and exponentially higher health insurance costs amidst all-encompassing inflation, speaking for myself as a four-decade Portland citizen, I must emphatically ask that the Library's budget increase exceed the modest 5% allocation.

I was hired by the Library in late-2005 to create and cultivate a professionalized and focused Special Collections and Archives department, as Portland Public Library's first-ever Archivist. I've transformed an existing space in the Monument Square library (the Portland Room), and innovated an indispensable and nationally recognized archival resource that continues to be increasingly counted upon. Among many accessions was my salvage of seventy years of newspaper photographs, rescued from the gutted former Gannett Newspapers building at 390 Congress Street. The Library's Digital Commons (digitalcommons.portlandlibrary.com) set of accessible archival platforms is something I began building in 2014, creating all the digital scans in-house, and effectively "pushing out" our collections. On the average, public views and downloads exceed 72,000 hits per month, all of the assets being Portland Public Library items, and the audience is worldwide. There are numerous highlights and achievements to discuss, but that may be best left for your visits. The department I've built is a research destination for regional history, a teaching space, and the only book conservation unit in a Maine library. The latter has saved the Library tens of thousands of dollars. Two decades of goodwill sown have contributed to the tangible sense of community which I can see patrons tap into in the Portland Room, and throughout the Library.

While I'm gratefully providing these services, my worries about paper alkalinity and solving queries are now exceeded by my anxieties about the daunting life of an apartment renter in this stratified city. I live in the Woodfords neighborhood, after 37 years in the West End; in the latter, the building was abruptly sold, my immediate neighbors and I lost our homes, all of us forced to evacuate. As well as being a fulltime worker, I am also a fulltime caregiver; we had to endure two household moves in two years, and I continued working. Scenarios like this are all too common in the Portland area. With the new health insurance expenses, it will soon take me two weeks to earn a month's rent. It's difficult to tell what to expect, but to persevere. Thus I am brought to stand up for my household, for myself, for my workplace. Standing up for the Library is also standing up for my neighbors- including those who

commute with me on the Metro Number 9 buses. I've even repaired books for bus drivers. Working daily with and for the public, I listen to many stories- as observer, participant, and provider. I also listen to all positive anecdotes, from all directions, about the Library. We are, indeed, "parts of one another- mutually reliant upon each other"- as the ancient Epistle to the Romans attests.

I thank you for your attention, and hope you will consider these words in concert with the many that also hope for a tangible funding increase for the Library in the direction of employees' sustainability

Abraham A. Schechter

Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve - Public Comment

Sarah Katz sarah.s.katz@gmail.com via portlandmaine.gov
Sun, May 31, 10:53 AM (1 day ago)
to publiccomment

Sarah Katz

Portland, ME

Re: Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve - Public Comment

Dear Members of the Portland City Council,

My name is Sarah Katz and I am a Portland resident living in District 1. I am writing today in my personal capacity, and as a proud library worker at the downtown branch of Portland Public Library (PPL) and member of our union, the Portland Public Library Staff Association. I am reaching out to implore the city to amend the previously proposed budget, and to increase its funding allocation to PPL beyond 5% to support livable wages for all PPL workers.

The city Finance Committee and other Council Members have already received emails and public comments from many PPL employees about the impacts of stagnant wages on their lives. The severity of these impacts cannot be understated, as library workers are being forced to reconsider jobs they care deeply about due to serious financial concerns. Council Members have also heard from constituents and city residents about their support for the workers of PPL, and for the library overall. Across these varied statements, there is a clear throughline: people love their public library.

Many of us have watched in horror as public libraries in other parts of the country have come under attack in recent years. Efforts to ban books and intimidate library workers into making libraries less free have been a proactive effort to undermine the mission of serving the whole community and erode public institutions. However, these attacks are not the only threat to our libraries. Underfunding is another. It is a slower, quieter, and less flashy process. But failing to fairly pay the staff who make the library what it is translates to eroding this institution that we love, too. If we are not doing what we can to make public libraries places where people can earn sustainable wages now and into the future, we are also putting them at risk.

I see this budget decision as an incredible opportunity to actually demonstrate our love for the library, and to prioritize the public good and care for the city of Portland. Again, I urge the City Council to vote to increase PPL's budget – the workers who make the library that we love operational depend on it.

Thank you so much.

City Budget Fiscal Year 2026-2027

Eric Schwan eric.schwan@outlook.com via portlandmaine.gov
Sun, May 31, 10:56 AM (1 day ago)
to publiccomment@portlandmaine.gov

Hello,

My name is Eric Schwan and I live in Durham, ME and work in Portland. I'm writing to encourage the Portland City Council to increase the library budget to reflect its outsized impact on the community and support the unique and essential workers that make the library such a meaningful place for so many.

The Portland Public Library is one of the few truly open and equitable spaces in our city, and the staff have always been welcoming and inviting to the disability community that I support in my work. They continuously create accessible resources and programming and have been an important forum to showcase the voices of Listen Up! Music during our day habilitation programming. Working with the Arts And Culture Librarian and other library staff, we have been able to perform many concerts in the space with hundreds of audience members enjoying the accessible programming over the years. The staff care deeply about the role the library plays in the broader functioning of our community and highlight what is possible when a space is made for all, regardless of background and class.

And without equitable pay, the hardworking and dedicated staff will not be able to afford to live and work in the very community they are so woven into. Wages need to increase as the cost of living in Portland continues to rise. If Portland loses the workers who keep the library running at such a sophisticated and welcoming level, the whole city pays the price, and in my estimation, loses a piece of this place that everyone can be proud of. For the amount of services that the library provides to the city of Portland, I feel the budget should be increased to the maximum extent.

Thank you for your time,

Eric Schwan
Durham, ME 04222

City Budget Fiscal Year 26-27

Megan Coyle megecoyle357@gmail.com via portlandmaine.gov
Sun, May 31, 11:14 AM (1 day ago)
to publiccomment, council, ksykes

Good morning,

I'm reaching out in support of the Portland Public Library staff association and an increase in the allocated budget for PPL in order to pay fair wages to them.

I am a former PPL employee who left the library due in large part to the unsustainable pay level and increasing expenses of living in Portland. Turnover is shamefully high at the library due to pay level as well as other issues, and during my 4 years there I saw many amazing people leave who otherwise would have loved to stay.

Despite the staff being underpaid and largely unsupported by leadership they still put in their best efforts every day in order to uplift their community, doing all the face-to-face work that matters to the patrons who go there, making a huge impact. Because of them, I was inspired to go back to school for my MLIS degree to continue working in libraries.

If PPL library staff continue to be unsupported at this level, there will only continue to be valuable workers who find it necessary to leave the library, and the Portland community as well as the oldest library in Maine will only suffer for it.

Megan "MC" Coyle

Funding for PPL

Meghan Gilliss meghangilliss@gmail.com via portlandmaine.gov
Sun, May 31, 11:42 AM (1 day ago)
to publiccomment

Dear City Council,
Thank you for the work you do, and for listening to our requests for more than a 5% increase to the Portland Public Library's budget for FY26-27 (Order 221-25/26 Fiscal Year 2026-2027 Appropriation Resolve). This increase does not allow for the wage adjustments that will be critical for many of our staff members.

I'm writing to you as a member of the Portland Public Library Staff Association; in my professional role, I serve as the manager of
The Riverton Branch. I began my career at PPL in 2010 and have served in many roles, working at many different service points. This has given me the chance to see not only the multitude of ways PPL serves this community in ways no other institution does, but also to see how staff have been able to make do on PPL wages over the last decade and a half. What I am seeing now, after the retirement of an older set of library workers who came up during very different economic conditions (who owned homes, were not buried under student debt, and did not have to worry about the cost of groceries) is a crop of intelligent, compassionate, creative, diligent young people for whom these wages simply do not offer even an immediate pathway.

I would not have given the bulk of my own professional career to PPL if I did not believe so deeply that the work we are doing is essential to the community we serve. But I, along with many others, cannot make ends meet anymore. The value this city gets from the less than $6 million/year it spends on the Library is extraordinary; please consider increasing the city's investment, so that the people doing the incredible work don't have to abandon it.

Thank you very much for the consideration.

Sincerely,
Meghan Gilliss
15 Cornell Street
Portland ME 04103

Planning & Urban Development
Kevin Kraft, AICP
Director
June 1, 2026

Green Building Code Exemptions Annual Report 2025-2026

Report Summary:
This report is submitted in accordance with Article 6-170(e) of the City Code, which requires an annual submission from the Director of Planning & Urban Development listing all projects granted partial exemptions or exceptions to the Green Building Code requirements outlined in Chapter 6 Buildings and Building Regulations Article VII, Green Building Code.

Over the past twelve months, four projects were granted exemptions from Article VII, the Green Building Code.

Applicant: Roux Institute/Northeastern Project: 2 Bean Pot Circle
Exemption Request 1: Partial exemption from Section 6-167 (LEED Certification Requirement) The applicant requested an exemption from the requirement to obtain formal LEED certification, citing the additional documentation and financial obligations associated with LEED certification as an unanticipated hardship. The applicant stated that the project is designed to exceed LEED Silver standards under the U.S. Green Building Council (USGBC) framework. A draft LEED scorecard prepared by Thornton Tomasetti and submitted with the waiver request demonstrates that the project would achieve approximately 58 credits if formally certified, exceeding the 50-credit threshold for LEED Silver certification. **Exemption Request 2: Partial exemption from Section 6-167 (ASHRAE 90.1 (2022) Energy Requirement) 30% improvement for new construction** The applicant requested an exemption from the requirement that new construction exceed ASHRAE 90.1 (2022) by 30%. While the project exceeds ASHRAE 90.1 (2019) by at least 30%, it exceeds ASHRAE 90.1 (2022) by 24.4%, which is 5.6% below the required threshold.
Findings: The LEED certification exemption is granted in accordance with Section 6-170, as the applicant has provided documentation prepared by Thornton Tomasetti, identifying the reasonably achievable LEED credits. The analysis demonstrates the project would meet or exceed the threshold for LEED Silver certification. In accordance with the ASHRAE 90.1 exemption requirements for new construction, the applicant provided documentation prepared by Thornton Tomasetti identifying the achievable

performance above requirements for new construction. The analysis demonstrates the project exceeds ASHRAE 90.1 (2019) by at least 30% and exceeds ASHRAE 90.1 (2022) by 24.4%.

Applicant: Portland Housing Development Corporation/ Portland Housing Authority
Project: COMB Block Phase I (9 Boyd Street)

Exemption Request 1: Partial exemption from Section 6-167 (LEED Certification Requirement)
PHDC is requesting an exemption from Sec. 6-167, which requires certification at or above the LEED Silver standard for new buildings and renovation projects. Instead of LEED Silver, PHDC proposes to provide final documentation at Certificate of Occupancy demonstrating compliance with ENERGY STAR Multifamily New Construction and DOE Zero Energy Ready Homes certification, as prepared by Advanced Building Analysis.

Findings:
This waiver is granted based on the information provided by the applicant, subject to the condition that final documentation be submitted prior to issuance of the Certificate of Occupancy demonstrating compliance with ENERGY STAR Multifamily New Construction and DOE Zero Energy Ready Homes certification standards, as prepared by Advanced Building Analysis.

Applicant: Fathom
Project: 465 Congress Street

Exemption Request 1: Partial exemption from Section 6-167 (LEED Certification Requirement)
The applicant requested an exemption from the requirement to obtain formal LEED certification, citing the documentation, administrative, and financial burdens associated with LEED certification as infeasible given broader construction cost, tariff, and financing constraints. A draft LEED scorecard prepared by WSP and submitted with the waiver request demonstrates the reasonably achievable LEED credits.

Exemption Request 2: Partial exemption from Section 6-167 (ASHRAE 90.1 (2022) Energy Requirement) 20% improvement for historic buildings
The applicant requested an exemption from the requirement that historic buildings exceed the latest version of ASHRAE 90.1 (2022) by 20%. The applicant provided an energy model demonstrating that the project will achieve a 4.5% energy savings above ASHRAE 90.1 version (2022).

Findings:
The LEED Certification exemption is granted in accordance with Section 6-170, as the applicant has provided documentation identifying the number of reasonably achievable LEED credits, verified by a qualified professional. Documentation prepared by WSP demonstrates that the project would achieve a sufficient number of credits to meet or exceed the threshold for LEED

Silver certification.

In accordance with the exemption requirements of ASHRAE 90.1 for historic buildings, the applicant provided documentation prepared by WSP identifying the percentage above the standard that is reasonably achievable. The analysis demonstrates that the project exceeds the latest version, ASHRAE 90.1 (2022), by 4.5 percent. Additionally the design is compliant with IECC 2021 and includes high efficiency and performance features such as VRF fan coils, DOAS with heat recovery, and high-performance lighting design, improving the performance-based design and adapting reusing an existing historic building that meets the intent of the Code.

Applicant: Hope Acts
Project: Hope House (14 Sherman Street)

Exemption Request 1: Partial exemption from Section 6-167 (LEED Certification Requirement)
The applicant is seeking a waiver from the requirement to obtain LEED Silver certification. The applicant has provided documentation regarding the proposed building's anticipated energy performance.

Exemption Request 2: Partial exemption from Section 6-167 (ASHRAE 90.1 (2022) Energy Requirement) 25% improvement for existing buildings
The project exceeds ASHRAE 90.1 (2019) by 26%, which is 1% above the minimum requirement; however, the applicant has demonstrated that achieving the same 25% improvement threshold under ASHRAE 90.1 (2022) is not feasible for the proposed project. The applicant engaged Nova Group to prepare an energy model and supporting analysis evaluating the project's performance relative to both standards. The analysis indicates that the proposed project performs 26% better than ASHRAE 90.1 (2019) and 22% better than ASHRAE 90.1 (2022), which is 3% below the applicable requirement.

Findings:
The LEED Certification waiver is granted subject to the condition that the applicant provide documentation identifying the number of LEED credits reasonably achievable for the project, as verified by a licensed or otherwise qualified professional.

This waiver is granted in accordance with Section 6-170 based on the submitted documentation and supporting analysis. The applicant engaged Nova Group to prepare an energy model and supporting analysis evaluating the project's performance relative to both standards. The analysis indicates that the proposed project performs 26% better than ASHRAE 90.1 (2019) and 22% better than ASHRAE 90.1 (2022), which is 3% below the applicable requirement.

Attachments:

- Attachment A - Roux
- Attachment B - PHDC
- Attachment C - Fathom
- Attachment D - Hope Acts

Attachment A

SWINGPOINT DEVELOPMENT

November 13, 2025

Kevin Kraft
City of Portland – Planning & Urban Development Department
389 Congress Street
Portland, ME 04101

Re: Request for Waiver – Green Building Code Compliance
Project Address: 37 Northeastern Drive, Portland, ME
Building Permit: BLDC2025-03996 / BLDC2025-04966

Dear Mr. Kraft,

We are writing to formally request a waiver from the City of Portland's Green Building Code, relating to Northeastern University's Alfond Center and site Building Permit (BLDC2025-03996). This request is submitted in accordance with the waiver provisions outlined in Section 6-170 of the Green Building Code, and is needed in relation to the award of a Brownfield Grant from the City of Portland.

We are seeking a partial exemption from the LEED certification requirement. The documentation, and financial implications of formal LEED certification were not planned and present a financial hardship for a project that is already experiencing budget challenges due to the unplanned impact of tariffs on construction costs. The project will exceed the requirements for LEED Silver, but USGBC certification and associated consulting services were not planned or budgeted for.

The project team and City staff worked together to create a Sustainability Charter to govern the agreed upon sustainability goals of the project. This charter goes above and beyond LEED, and is more specific to the actual site, building types, and the local environment. A draft LEED scorecard is included as an exhibit in the attached Thornton Tomasetti memo, to demonstrate the 58 credits that would be achieved if formal certification was pursued for the project (50 credits is the threshold for LEED Silver). The attached memo from Thorton Tomasetti also confirms that the project meets other required Green Building Code standards.

sreiche@swingpointdevelopment.com 207.939.6308

We appreciate your consideration and look forward to continuing to work with you and your team. Please don't hesitate to reach out if you need anything further, or if any questions come up.

Sincerely,



Sam Reiche, Principal
SwingPoint LLC

sreiche@swingpointdevelopment.com 207.939.6308

Thornton Tomasetti

Memorandum

TO	Sam Reiche	FROM	Thornton Tomasetti
COMPANY	Swingpoint Development	DATE	November 12, 2025
RE	Sustainability Summary	PROJECT NAME	Alfond Center at the Roux Institute, Northeastern University

SUSTAINABILITY SUMMARY

The design of the Alfond Center at Northeastern University's Roux Institute campus in Portland, Maine has been driven by an ambitious, collaboratively developed sustainability agenda grounded in the Sustainability Charter, approved by the City of Portland. This framework establishes commitments across Energy, Embodied Carbon, Materials, Water, Occupant Experience, Equity, Transportation, and Resilience—and these priorities are fully reflected in the building's design and construction.

The project incorporates high-performance HVAC and envelope systems that not only meet the requirements of IECC 2021 but also reduce whole-building energy use by 30% relative to an ASHRAE 90.1-2019 baseline. The building is designed to eliminate on-site fossil fuel use—aside from emergency backup power and temporary equipment—and includes infrastructure for future rooftop photovoltaics. Embodied carbon is reduced by more than 20% through an efficient structural approach, concrete mixes with cement replacement, and the use of mass timber. Water demand is minimized through low-flow plumbing fixtures, drought-tolerant landscaping, and heat-pump-based HVAC systems. Resilience was also a central priority: the selected design flood elevation (DFE) of 22.5 ft CPVD exceeds the code-required 12.79 ft CPVD and aligns with intermediate sea-level-rise projections; all occupied spaces and critical systems are elevated above this DFE to safeguard functionality during future coastal flooding events.

Together, these measures—and others outlined in the Sustainability Charter—position the Alfond Center at the Roux Institute as one of the most sustainable projects of its scale in the state of Maine. A copy of the Sustainability Charter has been provided as a reference.

To summarize compliance with the Portland City Code Requirements, see below for more details:

1. **MUBEC 2021 IECC Stretch Code:** The project is demonstrating compliance.
2. **LEED Silver Certification:** The Sustainability Charter has been approved as the primary framework for tracking sustainability requirements and metrics for the project. Thornton Tomasetti is providing Sustainability and Resilience consulting services--facilitating reviews of the project documents to track compliance with charter requirements. The charter commitments and strategies closely align with LEED v4.1

Silver Certification and exceed LEED requirements in several key topic areas (i.e. energy performance, climate resilience, healthier material selection, embodied carbon, etc). A copy of the charter and LEED equivalency checklist have been provided for reference.

3. **30% improvement over the 2022 ASHRAE 90.1:** Currently the project is tracking a 30.17% improvement over ASHRAE 90.1-2019. The Sustainability Charter commits the project to achieving a 30% reduction over applicable code (ASHRAE 90.1-2019), providing designated roof area for PV installation, and eliminating the use of on-site fossil fuels expect for emergency backup power and non-permanently installed equipment. The Alfond Center is documenting compliance with all of these requirements based on the current design.
4. **Better Roof Requirements:** The project complies with the Sustainability Charter which requires the "identification of location for future PV equipment on the building with conduit from roof to central electrical room." The project is designed to be solar-ready with structural load calculations completed and electrical infrastructure provided.

If you have any follow up questions, feel free to reach out to Amanda Garvey, AGarvey@ThorntonTomasetti.com, or Prudence Ferreira, PFerreira@ThorntonTomasetti.com.

Roux LRC, Bean Building, Site & Future Development Charter

	Commitment	Applicability	Strategies
Code mandated items			
Energy	Design the building to achieve the energy requirements of IECC 2021 (ASHRAE 90.1-2019).	All buildings	Meet code applicable at time of permitting.
Responsible Materials	Specify, at a minimum, PFAS free carpet, rugs, and fabrics to align with the State of Maine's PFAS ban.	All buildings	Utilize PFAS free carpets.
Occupant Experience	Provide mechanical or mixed mode ventilation to all residential units.	All buildings	Provide ERVs or other energy efficient ventilation systems to each regularly occupied space.
	Commitment	**Applicability**	**Strategies**
Energy			
	Eliminate on-site fossil fuels in building HVAC and Food service.	All buildings	All electric mechanical systems utilizing efficient equipment such as ASHPs and energy recovery ventilators.
		All buildings	Eliminate the combustion of fossil fuels on-site except for emergency backup power and non-permanently installed equipment.
		All buildings	All electric domestic hot water.
	Provide infrastructure for future PV installation.	All buildings	Identify location for future PV equipment in building. Provide conduit from roof to central electrical room.
	Design the building to be 30% better than ASHRAE 90.1-2019 and 15% of roof area dedicated for PV.	The LRC	Utilize geothermal HVAC system and on/off site PV to achieve aggressive energy targets for project.
Embodied Carbon			
	Reuse existing historic building.	Bean Building	Efficient engineering to optimize material selection.
	Advocate for Environmental Product Declarations (EPDs) for all concrete used on the project.	All buildings	Design and construction team to work with suppliers and request EPDs are generated. Availability of EPDs will be included in procurement decisions.
	Perform a whole building life cycle analysis (LCA) to study carbon conservation measures.	All Buildings	Quantify the embodied carbon of project by completing an LCA.
	Reduce the embodied carbon of structural materials in the building by 15% from a typical design. Demonstrate a reduction of at least 10% for building embodied carbon.	The LRC	Utilize Mass Timber for a portion of building .
		The LRC	Utilize interior materials with lower than average carbon footprint.
Responsible Materials			
	Source wood products from Maine forests and/or sustainably managed forests or salvaged/reclaimed wood suppliers.	All buildings	Wood products sourced from sustainable managed forests will be prioritized. Wood sourcing considerations will be included in procurement decisions.
		All buildings	Utilize Maine products to the maximum extent possible. Wood sourcing considerations will be included in procurement decisions.
	Advocate for the removal of PFAS chemicals in other targeted product categories.	Bean Building	Team to identify targeted categories. PFAS content will be included in procurement decisions.
	In coordination with the contractor, identify key materials to procure from the state of Maine.	All buildings	Team to identify targeted categories. Sourcing availability content will be included in procurement decisions.
	Divert at least 50% of no-hazardous construction and demolition waste from the landfill.	All buildings	Source separate construction and demolition waste.
		All buildings	Include requirements in contract with waste hauler.
		Site areas	Identify opportunities for reuse/salvage of existing materials.
	Target Red List free finishes in targeted spaces.	The LRC	Classrooms and offices will target red list free flooring, ceilings, and furniture.
	Use best practices for bird friendly design.	The LRC	Include bird safe glass and design measures to reduce bird strike hazards.

Water			
	Reduce indoor water use from 25% from a code baseline building.	All buildings	Select high efficiency, low flow plumbing fixtures for all spaces with lower then code flow rates.
		Public spaces	Maximize the use of urinals while providing gender inclusive restrooms.
	Maximize the use of native and drought tolerant landscape plants.	Associated Site areas	Landscaping to be primarily drought tolerant native woody, perennial, or meadow mix plants requiring minimal irrigation after establishment and during severe/extended drought events.
	Stormwater Management in accordance with Maine Department of Environmental Protection Best Management Practices Manual and City of Portland Technical Manual.	Site Areas	Incorporate Low Impact Development Design Strategies and Stormwater Quality Treatment Systems.
	Prohibit the use of all synthetic pesticides and fertilizers for the operation and maintenance of landscape and agriculture through Integrated pest management (IPM)conducted as part of an overall Plant Health Care Program for the Roux site.	Site Areas	Consideration will be given, during the initial site design, to plants that require fewer chemical inputs for both establishment and long-term maintenance needs. This includes anticipated needs that will likely arise as the landscape itself evolves and matures.
Occupant Experience & Equity			
	Optimize natural daylight and mitigate glare.	All buildings	Provide shades or curtains at all regularly occupied spaces which face east, west, or south.
	Incorporate biophilic design principles.	All buildings	Use of natural materials.
		The LRC & Bean Buildings	Create cultural and ecological connections to place - art and signage.
	Use the building to educate building and site users.	The LRC & Bean Buildings	Incorporate signage that tells about sustainability features of building.
	Provide amenities to support public access.	All buildings	Provide drinking fountains and/or bottle fillers.
		All buildings	Provide publicly accessible restrooms adjacent to public spaces.
		Site Areas	Provide bike/pedestrian paths.
		Site Areas	Provide benches.
		Site Areas	Provide site wayfinding.
	Provide Gender inclusive restrooms.	All buildings	Provide gender inclusive restrooms in public areas.
	Provide lactation rooms.	The LRC & Bean Buildings	Provide a designated lactation room with a locking door, sink, changing table, comfortable seating, lighting control and electrical outlets.
Transportation			
	Conduct study of EV charging needs. Provide required EV capacity to meet anticipated demand.	Campus	Work with city to determine appropriate approach to EV charging strategy and identify percentage of day one EV charging stations and future infrastructure requirements.
		Site Areas	Provide EV charging to meet demand identified in coordination with PV requirements approved by city.
		Site Areas	Annually evaluate the EV charging capacity needs by the campus.
	Integrate quality/ secure bicycle storage into the site design and provide shower facilities.	Residential buildings	Provide at least one bike storage space per four units.
		The LRC & Bean Buildings	Provide secure bicycle storage.
		Bean Building	Provide shower facilities for bike commuters.
		Site Areas	Provide Portland Bike Share stations.
		Site Areas	Provide quality and dispersed bike parking for site users near each building.
	In collaboration with the surrounding community, work to improve multi-modal transportation to the Roux Site.	Community	Maximize non single occupancy vehicle transportation to the site, by charging for parking, working with Metro and/or shuttle services to efficiently connect the site to key city locations, encourage bike and pedestrian access, and enabling water taxi service.

Resilience			
	Incorporate near-term future-projected climate change data (2050s) in design of mechanical, electrical, and plumbing systems and/or components on a regular replacement cycle. Incorporate long-term future-projected climate change data (2100+) in the design of the building and infrastructure, including flood resistant materials below the 2100 sea level rise design flood elevation and elevate critical infrastructure above this elevation.	All New buildings	All critical building infrastructure shall be located above the design flood elevation (DFE) of 22.5ft NAVD88.
		All buildings	Review the extreme heat projections with MEP consultant for consideration of future cooling degree days. Allow additional cooling and heating capacity. Utilize weather shift model anticipating conditions in year 2050 for calculations.
	Prepare emergency action plan and provide appropriate level of backup power to support life safety. Incorporate campus-wide emergency preparedness planning to enhance overall resilience of the campus/site community.	The LRC & Bean Buildings	Provide emergency generator with capacity to support essential operations such as research requirements in addition to life safety for 48 hours.
		Student Housing	Developer to provide emergency generator with capacity to support operations including food service and life safety for 48 hours.
		All buildings	Provide campus wide emergency preparedness plan and coordinate with local jurisdictions.
		All other	Provide emergency generator.

prepared by:

Thornton Tomasetti

LEED v4 for BD+C: New Construction

Preliminary LEED Scorecard

Project Name: Roux LRC Building

10/23/2025

The following scorecard for the Roux LRC building is based on likely LEED score of CD design.
Y column are items based on project charter or location
? Column are likely based on design but may require small additional changes or tracking
N column are not currently assumed in design

Y	?	N			
1			IP 1	Integrative Process	
2	**1**	**13**		**Location and Transportation**	Notes
1			LT 2	Sensitive Land Protection	Project is on previously developed site
		2	LT 3	High Priority Site	Project is not a qualified census tract or in a difficult development area
		5	LT 4	Surrounding Density and Diverse Uses	Walkscore is 29, not walkable to amenities, no significant density adjacent
	1	4	LT 5	Access to Quality Transit	Transportation study published. Potential for one point to be evaluated, which would require 72 rides a weekday & 40 a weekend.
		1	LT 6	Bicycle Facilities	Although showers are provided in the Bean Building, LEED would require in the LRC
		1	LT 7	Reduced Parking Footprint	Parking on campus would need to be 30% below requirements of transportation study
1			LT 8	Green Vehicles	10% of campus spaces EV ready will meet this requirement
8	**2**	**0**		**Sustainable Sites**	Notes
Y			SS p1	Construction Activity Pollution Prevention	Erosion and Sedimentation Control will occur
1			SS 1	Site Assessment	Significant early site discovery occurred
2			SS 2	Site Development--Protect or Restore Habitat	Assumes soil testing is conducted
1			SS 3	Open Space	Significant pedestrian amenities are planned
3			SS 4	Rainwater Management	LID strategies are planned - assumed Natural hydrology path
	2		SS 5	Heat Island Reduction	Roof is compliant but site includes significant asphalt. Shading study completed; project currently marked as “maybe,” but results indicate it may qualify for 50% shading.
1			SS 6	Light Pollution Reduction	Photometric study may be required, but due to site location compliance is assumed
4	**2**	**4**		**Water Efficiency**	Notes
Y			WE p1	Outdoor Water Use Reduction	
Y			WE p2	Indoor Water Use Reduction	
Y			WE p3	Building-Level Water Metering	
1	1		WE 1	Outdoor Water Use Reduction	Native and adaptive plantings should result in 50% reduction in irrigation needs, with potential for greater savings. The overall approach prioritizes minimizing the use of potable water for landscape irrigation to the greatest extent feasible.
2		4	WE 2	Indoor Water Use Reduction	Fixture selection results in 30% potable water use reduction
1			WE 3	Cooling Tower/Process Water Use	Use of geothermal system should achieve credit
	1		WE 4	Water Metering	Additional meters for hot water system may be required.
24	**5**	**3**		**Energy and Atmosphere**	Notes
Y			EA p1	Fundamental Commissioning and Verification	
Y			EA p2	Minimum Energy Performance	
Y			EA p3	Building-Level Energy Metering	
Y			EA p4	Fundamental Refrigerant Management	
5		1	EA 1	Enhanced Commissioning	The project scope includes systems commissioning, enhanced commissioning activities, and building envelope commissioning.
18			EA 2	Optimize Energy Performance	30% savings from ASHRAE 90.1-2019 should equate to 50% from 2010 baseline
		1	EA 3	Advanced Energy Metering	Each system with more then 10% building energy use would need to be separately metered
		1	EA 4	Demand Response/ Grid Harmonization	No typical in lab buildings
	5		EA 5	Renewable Energy Production	The building is designed to be solar-ready, with the inclusion of on-site PV systems still under consideration. Additional credits could be obtained from garage or REC purchase.
1			EA 6	Enhanced Refrigerant Management	Geothermal system supports credit.

5	3	5	Materials and Resources		Notes
Y			MR p1	Storage and Collection of Recyclables	
Y			MR p2	Construction and Demolition Waste Management Planning	CWM recycling is planned.
3		2	MR 1	Building Life-Cycle Impact Reduction	Project design results in 10% EC reduction
1		1	MR 2	Building Products - Environmental Product Declarations	Charter includes request for EPDs
	1	1	MR 3	Building Products - Sourcing of Raw Materials	15% recycled content is likely in building but would require construction tracking
	1	1	MR 4	Building Products - Material Ingredients	Use of 20 products with material product disclosure is typical but requires construction team tracking
1	1		MR 5	Construction and Demolition Waste Management	50% diversion is included in charter requirements. Additional tracking could demonstrate 75%

6	8	2	Indoor Environmental Quality		Notes
Y			EQ p1	Minimum Indoor Air Quality Performance	
Y			EQ p2	Environmental Tobacco Smoke Control	
2			EQ 1	Enhanced Indoor Air Quality Strategies	Project design includes walk off matts, high efficiency filtration, and CO2 sensors
1	2		EQ 2	Low-Emitting Materials	Additional material tracking outside of targeted categories may be required for 3 points
1			EQ 3	Construction Indoor Air Quality Management Plan	IAQ management requirements are specified
	2		EQ 4	Indoor Air Quality Assessment	IAQ testing could be performed
	1		EQ 5	Thermal Comfort	Majority of credit requirements are met, may require desk fans for some locations
1		1	EQ 6	Interior Lighting	Significant lighting control is planned
	3		EQ 7	Daylight	Project is significantly daylit and likely to earn 2 or 3 points; LEED daylighting study would need to be conducted
1			EQ 8	Quality Views	Project has high level of views
		1	EQ 9	Acoustic Performance	Credit is rarely earned.

5	1	0	Innovation		Notes
1			IN 1.1	Innovation: Design for Active Occupants	Project is designed with open accessible stairs to minimize elevator use
1			IN 1.2	Innovation: Designing with Nature	Project includes significant biophilic elements
1			IN 1.3	Pilot Gender Inclusive Restrooms	Project is designed with gender inclusive restrooms
1			IN 1.4	Innovation: Low Mercury Lighting	All LED lighting system will earn innovation credit
	1		IN 1.5	Exemp Performance: 40 EPDs	Project should include 40+ products with EPDs, will require tracking by construction team
1			IN 2	LEED Accredited Professional	LEED Aps are involved in project

3	0	0	Regional Priority		Notes
			RP 1.1	Surrounding Density and Diverse Use (1 point)	
1			RP 1.2	Building life-cycle impact reduction (3 points)	
1			RP 1.3	Optimize Energy performance (6 points)	
			RP 1.4	Thermal Comfort	
			RP 1.5	High Priority Site	
1			RP 1.6	Rainwater Management (2 points)	

58	22	27	Total

Certified 40 to 49 points Silver 50 to 59 points Gold 60 to 79 points Platinum 8(

SWINGPOINT
DEVELOPMENT

February 10, 2026

Kevin Kraft
City of Portland – Planning & Urban Development Department
389 Congress Street
Portland, ME 04101

Re: Request for Waiver – Green Building Code Compliance
Project Address: 37 Northeastern Drive, Portland, ME
Building Permit: BLDC2025-03996 / BLDC2025-04966

Dear Mr. Kraft,

We are writing to formally request a waiver from the City of Portland's Green Building Code, relating to Northeastern University's Alfond Center and site Building Permit (BLDC2025-03996). This request is submitted in accordance with the waiver provisions outlined in Section 6-170 of the Green Building Code, and is needed in relation to the award of a Brownfield Grant from the City of Portland.

We are seeking a waiver for exemption from the requirement to exceed the latest (2022) version of ASHRAE 90.1 by 30%. The project does exceed the 2019 version by at least 30%, which was used for the basis of design, however we cannot achieve the same threshold over the 2022 version. The project has engaged Thorton Tomasetti to provide an energy model and analysis relative to this discrepancy, which we will share upon receipt for your review and records.

We appreciate your consideration and look forward to continuing to work with you and your team. Please don't hesitate to reach out if you need anything further, or if any questions come up.

Sincerely,



Sam Reiche, Principal
SwingPoint LLC



The Roux Institute

Northeastern University

100% CD
Energy Analysis Report - REV

Prepared for
CambridgeSeven
1050 Massachusetts Avenue,
Cambridge, MA, 02138

Prepared by
Thornton Tomasetti
120 Broadway
New York, NY,10271

February 20, 2026

Thornton Tomasetti

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01 EXECUTIVE SUMMARY

The Roux Institute at Northeastern University in Portland, Maine, is an approximately 230,000 sf, seven-story campus research and collaboration building. The building will consist of science-ready spaces, cafes, classrooms, meeting rooms, medium to high intensity wet-lab research facilities, and multipurpose exhibit / gather areas.

Thornton Tomasetti (TT) developed whole building energy models using EnergyPlus v9.2.0 to assess the performance of the proposed design in terms of its energy use, energy cost, and carbon emissions. The proposed models were compared to the baseline under ASHRAE 90.1-2019 Section 11 Energy Cost Budget method to assist design efforts to achieve 30% better performance as set by the project's Sustainability Charter.

Per the City of Portland Green Building Code request, TT also developed an ASHRAE 90.1-2022 baseline case, against which the proposed design achieves 24.4% savings.

The energy analysis was performed based on the design information provided from CambridgeSeven and other design teams.

*The analysis presented in this report should be used for comparative analysis rather than predicting actual energy use or energy costs. Actual performance depends on unpredictable factors such as variations in occupancy, building operation and maintenance, weather, energy rates, among others.

Key Findings

- The estimated annual energy consumption of the proposed design, measured in terms of energy use intensity (EUI), is **67.8 kBtu/sf-yr**.
- The proposed design shows a **30% reduction** in annual energy use with respect to the ASHRAE 90.1-2019 baseline, which meets the project's Sustainability Charter requirements.
- The proposed design shows a **24.4% reduction** in annual energy use with respect to the ASHRAE 90.1-2022.
- This energy consumption translates to an annual energy cost of **$856,000** for the proposed design. The proposed design shows **23%** energy cost savings with respect to the ASHRAE 90.1-2019 baseline.
- The carbon emissions for the proposed design were estimated at **1,094 tons** (metric) per year. The proposed shows a reduction of **28%** in CO2e emissions compared to the ASHRAE 90.1-2019 baseline.
- Photovoltaic panels (PV) can further offset the energy use of the building. The panels present in the Revit model indicate a system size of ~210 kW or approximately 17,700 sf and can help further reduce the building's energy cost by approximately 5%.
- An LCCA was performed in the earlier stages of the project to determine that the ground source heat pump (GSHP) option was not only more innovative from a technology standpoint but also cost-effective for the project.

02 PROPOSED DESIGN

The Roux Institute was established to encourage innovation in the Northeast as a first-of-its-kind building within the new campus. As a result, the proposed building has been thoughtfully designed by combining modern architectural elements with efficient HVAC systems together to create this iconic building in Portland, Maine.

The following summarizes the main characteristics of the building's design that impacts its energy consumption. More details of input assumptions are provided in Appendix A (summary of inputs) and Appendix B (energy modeling schedules) at the end of this report.

Architectural design

The envelope and fenestration performance were studied to reduce the energy use of the building. The current design opts for a window-to-wall ratio of 57%, balancing daylight and openness of the spaces with better thermal performance of opaque elements such as spandrel and shading.

Architectural shading elements (fins across the building) have been incorporated into the design to help reduce the direct solar heat gain for the building. As part of the design process of this project, TT performed a study to determine the effect of vision-opaque ratio on the energy use of the building.

Light power density

The design LPD, currently at 0.68 W/sf, has been based off the SD narrative as provided by ARUP. The design LPD has approximately 5% savings over the baseline. Note that the proposed lighting design needs to incorporate all code- mandated controls.

Mechanical systems

The proposed design incorporates several high-performance MEP strategies that positions the building on a very favourable path to not only achieve the 30% better energy performance goal but also sets a standard for electrifying science and research buildings in the Northeast. This 30% better energy performance goal was set by the Sustainability Charter as one of the many goals to achieve for this building. By electrifying the heating and cooling of the building and removing fossil fuels from this part of the equation, the building is able to successfully achieve another one of the Sustainability Charter's goals of 90% reduction in onsite fossil fuel use compared to a code building that is standard within the region.

A dedicated outdoor air system (DOAS) with dehumidification used to provide ventilation for all spaces while space conditioning is provided via a hydronic system. Exhaust heat recovery in the DOAS helps significantly reduce the energy associated with conditioning outdoor air for ventilation. The design has core wet-lab spaces that require high amounts of ventilation and benefit greatly from heat recovery.

The mechanical design also includes demand control ventilation (DCV) to adjust the amount of outdoor air provided in each high-occupancy space (all spaces excluding the wet-lab areas). This greatly reduces the energy use for the building as well.

The building has geothermal wells (GSHP) that are sized for 50% of the heating load and 28% of the cooling load. The ground source heat pump (GSHP) can recover waste heat to reduce the overall heating energy required by the building. In addition, GSHP systems can achieve higher levels of efficiency (coefficient of performance or COP: 4.1 heating [average]; 5.0 cooling [average]) owing to their heat exchange with the ground, which is generally at a more stable and mild temperature compared with the outdoor air.

Peak heating and cooling are both performed by air source heat pumps (ASHP) and there are no fossil fuels on site for heating and cooling. ASHPs perform better than boilers when it comes to raw energy use in the heating-dominated climate in Maine.

03 ENERGY MODELING RESULTS

Figure 1 compares the annual energy use of the ASHRAE 90.1 2019 baseline building to the proposed design in terms of energy use intensity (EUI). EUI is a metric that normalizes the energy use in kBtu for each square foot of building over the course of the year.The figure also shows the breakdown of the EUI by main end-uses.

The estimated EUI of the proposed design is at **67.8 kBtu/ sf-yr**, which is **30% lower** than the 90.1-2019 baseline EUI of 97.1 kBtu/ sf-yr.

The proposed design shows significant savings in heating and fan power energy use. Heating savings is due to the high COP of the proposed GSHP system. Cooling energy is similar because both heat pumps in the baseline and proposed are water source and of similar efficiency. DHW in the baseline is included within the heating.

The pump energy in the proposed is higher due to the use of the pumps needed to drive the condenser water in the ground heat exchanger. On the other hand, the fan energy use of the proposed is lower than the baseline due to the overall increased efficiency of the heating and cooling system in the proposed compared to the baseline.

For lighting, the energy use is similar provided that the proposed design also uses the lighting controls as required by code in the baseline. There is a 0.4 EUI savings in the annual lighting energy use for both interior and exterior lighting.There could potentially be more savings in lighting power that can be taken into consideration as the design continues to be finalized.

Equipment dominates the load for the building, taking up almost half of the energy use for the proposed building. This is because of the high amount of programming dedicated to the science-ready spaces, lab spaces, and the equipment requirements of such a high-technology building. There are no equipment savings as the baseline and the proposed design require the same equipment power density in both models.

Overall, the envelope has less of an impact on the performance of the building as the building is primarily equipment-load-driven.

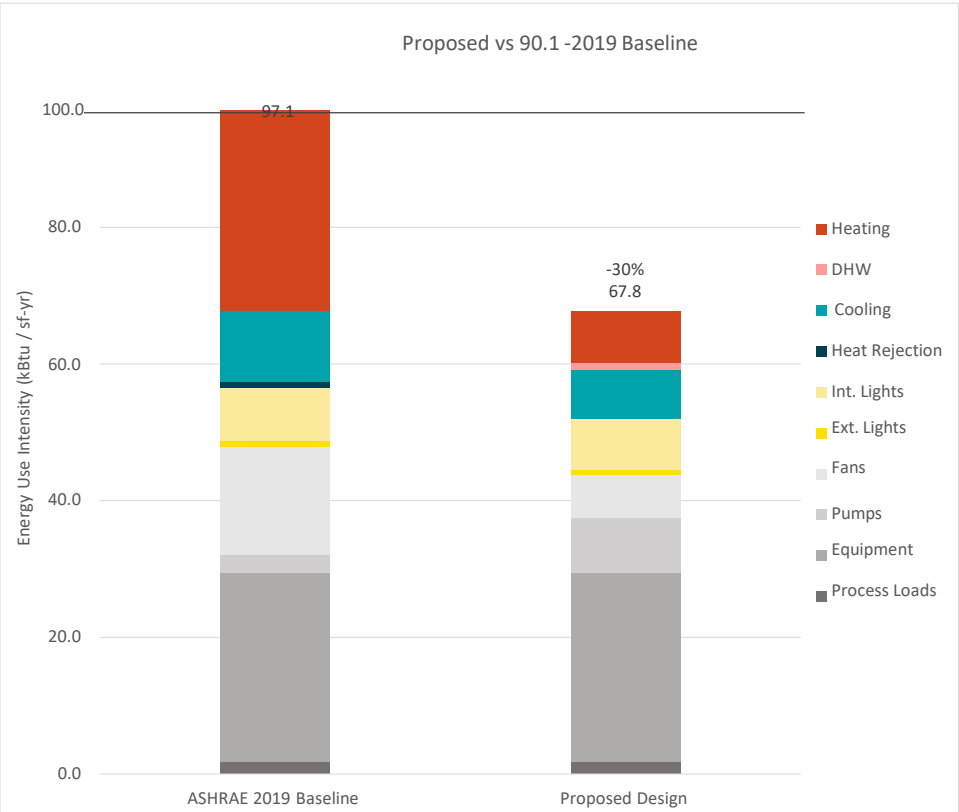


Figure 1. Energy use intensity breakdown

03 ENERGY MODELING RESULTS (CONT'D)

Figure 2 and Figure 3 show the results for the cases studied in this report in terms of their annual energy costs and greenhouse gas (GHG) emissions, respectively. Given the all-electric design the building, costs and GHG emissions follow a similar trend as the energy consumption. The energy cost of the proposed design, at **$856,000**, as well as its GHG emissions, at **1,094 metric tons** are **23%** and **28% lower** than the respective costs and emissions of the baseline. The current design of the project saves $262,000 and 428 tons of CO_2e per year with respect to the baseline.

The reason why these savings are lower in magnitude compared to the energy savings is because the baseline has a gas boiler -- natural gas at the time of analysis is lower in both cost and emissions compared to the grid's electricity.

To further cost savings, a photovoltaic (PV) system can help reduce the energy cost of the building. Shading, snow, and efficiency losses were considered when modeling the PV, totaling a loss of 19% for the panels. A 210-kW system is currently modeled on the roof of the existing building as pictured in Figure 4. 210-kW was calculated via the number of panels as drawn in the Revit model compared to the proposal sent by Revision Energy on March 27, 2023.

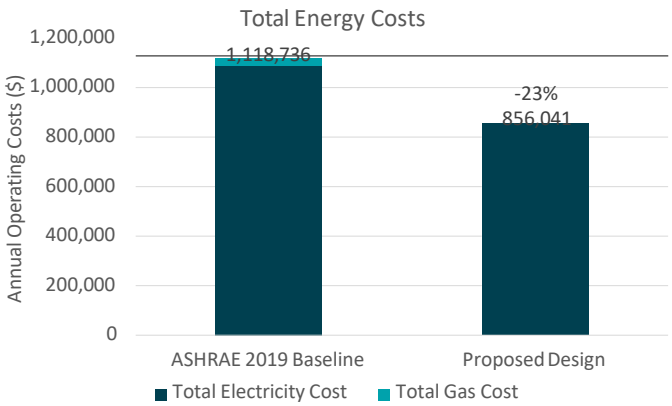


Figure 2. Energy costs

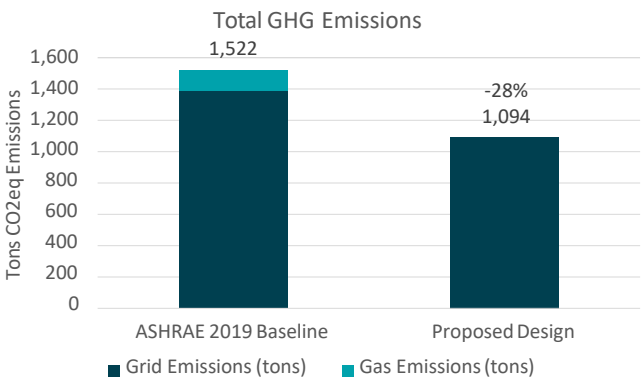


Figure 3. GHG emissions

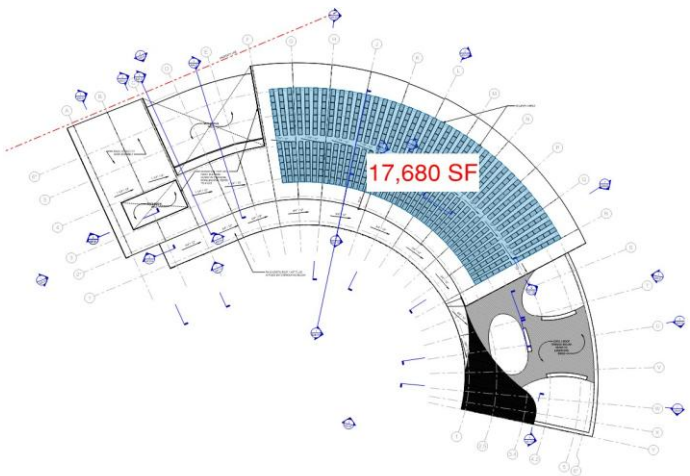


Figure 4. Existing Roof Area

03 ENERGY MODELING RESULTS (CONT'D)

The 210-kW system as currently designed is capable of generating an estimated 260,000 kWh annually, which allows the Roux Institute to surpass the 30% energy target in terms of energy performance. The PV system puts the energy cost savings of the building at 28%.

The following figures show the savings of the design (with PV) compared to the baseline in terms of cost (Figure 5), emissions (Figure 6), and energy use (Figure 7).

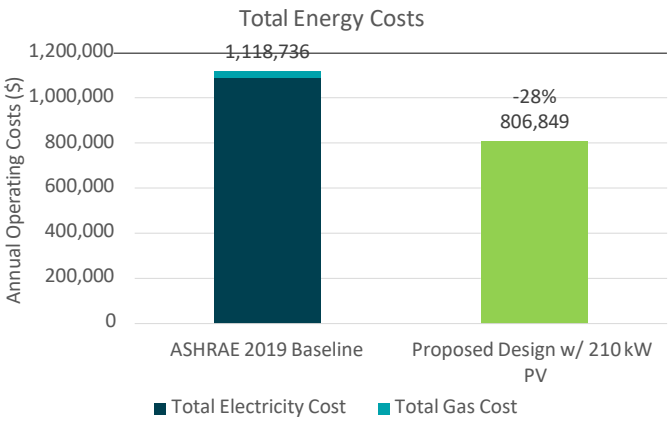


Figure 5. Energy costs comparison with PV panels

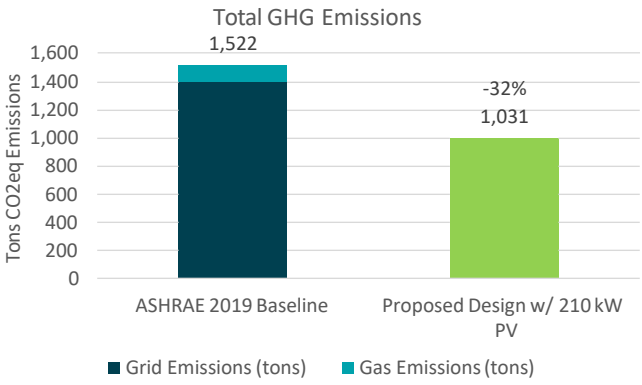


Figure 6. GHG emissions comparison with PV panels

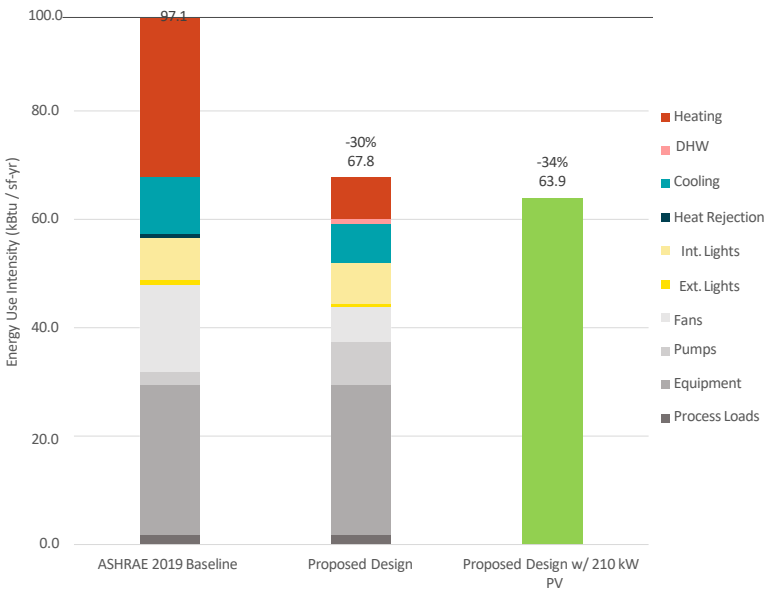


Figure 7. Energy Use Intensity comparison with PV panels

04 City of Portland Green Building Code

Figure 8 compares the annual energy use of the ASHRAE 90.1-2022 baseline building to the proposed design in terms of energy use intensity (EUI). EUI is a metric that normalizes the energy use in kBtu for each square foot of building over the course of the year. The figure also shows the breakdown of the EUI by main end-uses.

The estimated EUI of the proposed design is at **67.8 kBtu/ sf-yr**, which is **28.2% lower** than the baseline EUI of 94.5 kBtu/ sf-yr.

The proposed design shows significant savings in heating and fan power energy use. Heating savings is due to the high COP of the proposed GSHP system. Cooling energy is similar because both heat pumps in the baseline and proposed are water source and of similar efficiency. DHW in the baseline is included within the heating.

The pump energy in the proposed is higher due to the use of the pumps needed to drive the condenser water in the ground heat exchanger. On the other hand, the fan energy use of the proposed is lower than the baseline due to the overall increased efficiency of the heating and cooling system in the proposed compared to the baseline.

According to the compliance formula outlined in Section 12.2, the Baseline EUI must be recalculated using the formula provided below.

The *design energy cost* shall comply with the following:

$$\textit{Design Energy Cost} \le \textit{Energy Cost Budget} \times \left(1 - \frac{EC_{req}}{1000} \times A_{adj}\right)$$

where

EC_{req} = *energy* credits required for the *building* in accordance with Section 11.5.1

A_{adj} = where the project includes *additions* or *alterations* use an adjustment factor as follows; otherwise use 1.0:

$$A_{adj} = \frac{\textit{Addition Gross Floor Area} + \textit{Alteration Gross Floor Area}}{\text{Modeled } \textit{gross floor area}}$$

Based on the above formula, the Ecreq value for an education-type building in climate zone 5A is 50, and Aadj is assumed to be 1.

= 94.5*(1-50/1000*1)

= 89.7 kBtu/sf-yr

The code-compliant baseline EUI is 89.7 kBtu/sf-yr and the proposed shows **24.4% savings**.

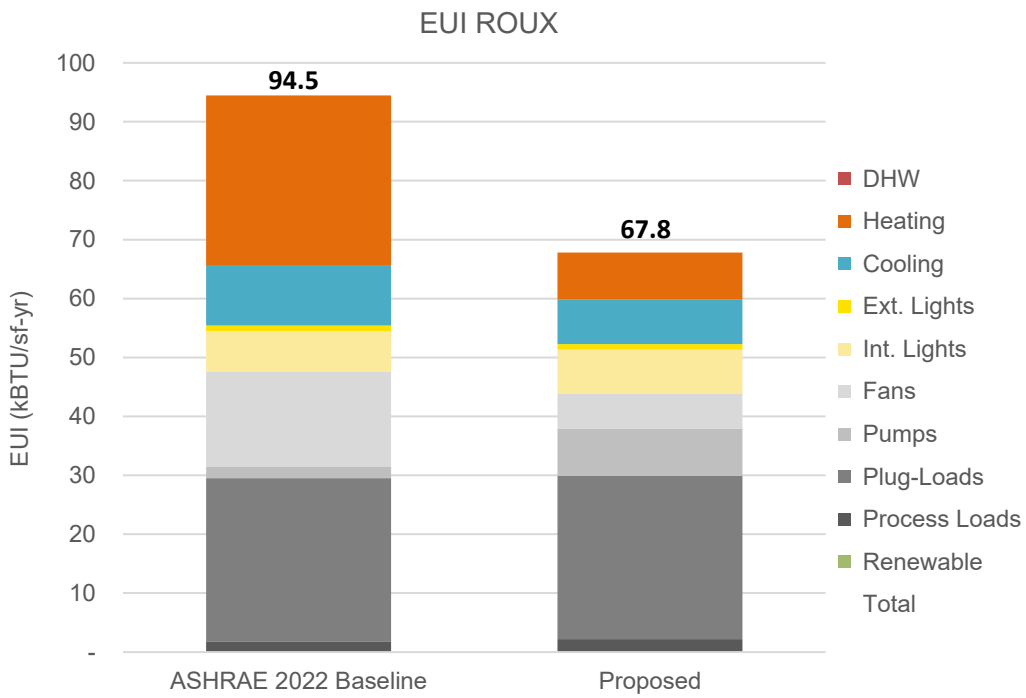


Figure 8. Energy use intensitybreakdown

04 CONCLUSIONS

The Roux Institute is currently being designed as an innovative science-research building on Northeastern University's campus. As part of the design process, a CD-level energy model was developed and used to determine how the building is performing with regards to the goals set by the design team.

Currently, the estimated annual energy consumption of the proposed design is **67.8 kBtu/sf-yr**, showing a **30% savings** over the ASHRAE 90.1-2019 baseline. Per the City of Portland Green Building Code request, TT also developed an updated baseline under ASHRAE 90.1-2022, which has **an EUI of 89.7 kBtu/sf-yr**; against this baseline, the proposed design **achieves 24.4%** energy use savings.

The corresponding energy and carbon costs are also both at 23% savings to the ASHRAE 90.1-2019 due to the full electrification of the building. Compared to a code building, the electrification greatly reduces the CO2e emissions as compared to a standard Maine building that uses a boiler for heating.

PV panels can help the building further reduce energy cost. The PV panels as drawn in the Revit file can help the building save an additional 5% in energy cost.

An LCCA was also performed in the earlier stages of this project, demonstrating the value that a geothermal system can provide for the operational costs of this building. The payback of the geothermal system that includes a tax credit shows a lower net present value over a 50-year period. These savings come primarily from reduced operational costs due to a lack of cooling towers on site.

APPENDIX A: ENERGY ANALYSIS INPUTS

General	
Location	Portland, ME
Simulation Weather File	Portland Intl Jetport 726060 (TMY3)
Climate Zone	ASHRAE Climate Zone 6A
Modeling Software	EnergyPlus v9.2
Building Area	Approx. 227,753 sf
Utility Rates	Electricity: $0.1892 / kWh (EIA Commercial Maine 2024 Feb) Natural Gas: $1.248 / therm (EIA Commercial Maine 2024 Jan)
Emissions	Electricity: 70.85 kg / MBtu Natural Gas: 53.11 kg / MBtu

Envelope Performance		
	ASHRAE 90.1-2019 Section 11	**Proposed Design Model**
Overall Roof U-value (Btu/h·ft²·°F)	U-0.032 (R-30)	U-0.032 (R-30) *Per DD drawings*
Overall Opaque Wall U-value (Btu/h·ft²·°F)	U-0.049 (R-20)	U-0.2 (R-5 Spandrel) *Per PNA values specified*
Percentage Glazing	Overall: 40%	Overall: 57% *Per DD drawings*
Overall Glass U-value including frame (Btu/h·ft²·°F), and Solar Heat Gain Coefficient (SHGC)	U-0.34, SHGC-0.38	Average U-0.28 Average SHGC-0.27 *Per PNA values specified*
Floor F-Factor (Btu/h·ft²·°F)	F-0.510	F-0.510
Infiltration	0.40 cfm/ft² at 75 Pa (entire building thermal envelope)	0.40 cfm/ft2 at 75 Pa (entire building thermal envelope)

APPENDIX A: ENERGY ANALYSIS INPUTS

Occupancy		
Occupancy Density	**ASHRAE 90.1-2019 Section 11**	**Proposed Design Model**
Space Type	**[occ/1000-sf]**	**[occ/1000-sf]**
Bathroom	Same as Proposed	0
Mechanical	Same as Proposed	0
Parking	Same as Proposed	0
Stairs	Same as Proposed	0
Trash	Same as Proposed	0
Atrium	Same as Proposed	10
Cafe	Same as Proposed	70
Corridor	Same as Proposed	0
Lobby	Same as Proposed	31.25
Multipurpose	Same as Proposed	10
Shaft	Same as Proposed	0
OpenOffice (Science ready)	Same as Proposed	10
Storage	Same as Proposed	0
Classroom	Same as Proposed	35
Lab	Same as Proposed	10
Meeting	Same as Proposed	50
Kitchen	Same as Proposed	0

APPENDIX A: ENERGY ANALYSIS INPUTS

Airflow						
Airflow Rates	**ASHRAE 90.1-2019 Section 11**			**Proposed**		
Space Type	**cfm/occ**	**cfm/sf**	**Exh cfm/sf**	**cfm/occ**	**cfm/sf**	**Exh cfm/sf**
Bathroom	0.0	0.00	50 cfm/fx	0.0	0.00	50 cfm/fx
Mechanical	0	0	0.05	0.0	0.00	0.05
Stairs	0	0.06	0	0.0	0.06	0.00
Trash	0	0	0.05	0.0	0.00	0.05
Atrium	7.5	0.18	0	24	0.12	0.00
Cafe	7.5	0.18	0	7.5	0.18	0.00
Corridor	0	0.06	0	0.0	0.06	0.00
Lobby	7.5	0.06	0	24	0.12	0.00
Multipurpose	7.5	0.06	0	24	0.12	0.00
Shaft	0	0	0	0.0	0.00	0.00
OpenOffice (Science ready)	80	0.12	0	54	0.12	0.00
Storage	0	0.12	0	0.0	0.00	0.12
Classroom	10	0.12	0	7.5	0.06	0.00
Lab	80	0.12	6 / 2 ACH	54	0.12	6 / 2 ACH
Meeting	5	0.06	0	5.0	0.06	0.00
Kitchen	0	0	0.70	0.0	0.00	0.70
Building average	***106,000 cfm***			***117,200 cfm***		

APPENDIX A: ENERGY ANALYSIS INPUTS

Internal Loads		
Lighting Power Density (LPD)	**ASHRAE 90.1-2019 Section 11**	**Proposed Design Model**
Space Type	**[W/ft^2]**	**[W/ft^2]**
Bathroom	0.63	0.63
Mechanical	0.43	0.43
Stairs	0.49	0.49
Trash	0.43	0.43
Atrium	0.6	0.6
Cafe	0.4	1.09
Corridor	0.41	0.41
Lobby	0.84	0.84
Multipurpose	0.97	0.97
Shaft	0	0
OpenOffice (Science ready)	0.71	0.61
Storage	0.38	0.38
Classroom	0.71	0.71
Lab	1.33	1.33
Meeting	0.97	0.97
Kitchen	1.09	1.09
Building average	***0.70***	***0.68***

APPENDIX A: ENERGY ANALYSIS INPUTS

Internal Loads (cont'd)		
Plug Loads	**ASHRAE 90.1-2019 Section 11**	**Proposed Design Model**
Space Type	**[W/ft²]**	**[W/ft²]**
Bathroom	Same as the Proposed	0.07
Mechanical	Same as the Proposed	0.30
Parking	Same as the Proposed	0.00
Stairs	Same as the Proposed	0.00
Trash	Same as the Proposed	0.00
Atrium	Same as the Proposed	0.10
Cafe	Same as the Proposed	0.66
Corridor	Same as the Proposed	0.10
Lobby	Same as the Proposed	0.73
Multipurpose	Same as the Proposed	0.50
Shaft	Same as the Proposed	0.00
OpenOffice (Science ready)	Same as the Proposed	3.25
Storage	Same as the Proposed	0.00
Classroom	Same as the Proposed	1.00
Lab	Same as the Proposed	10.00
Meeting	Same as the Proposed	1.00
Kitchen	Same as the Proposed	10.00
Building average	***Same as the Proposed***	***2.12***

APPENDIX A: ENERGY ANALYSIS INPUTS

Mechanical Systems							
	Proposed Design Model						
System Description and Efficiency	Option	Simultaneous heating and cooling base loads	Additional cooling	Primary heat rejection	Additional heat rejection	Additional heating	Supplemental/back up heating
	4/C	GSHP Cooling: 5 COP, Heating: 4.1 COP; Sim: 9.1 COP	Air source heat pumps Cooling: 2.6 COP	-	-	-	Air source heat pumps Heating: 2.8 Annual COP

Mechanical Systems							
	Baseline Design ASHRAE 60.1 2019						
System Description and Efficiency	Baseline	Simultaneous heating and cooling base loads	Additional cooling	Primary heat rejection	Additional heat rejection	Additional heating	Supplemental/back up heating
	System 6	Heat pump cooling: 12.3 EER, Heat pump heating: 2.5 COP (rated @ 32 F); Simultaneous: 6.1 COP; DHW Electric Boiler 80% Uniform Energy Factor (UEF)	-	n/a	-	Condenser Loop Gas Boiler: 82%	-

ENERGY MODEL DISCLAIMER

The results from the energy model must be used for comparative evaluations of energy optimization measures with the assumptions indicated in this report. The results should not be construed as an absolute prediction of future building energy use as usage schedules, weather patterns and system functions may change during operation.

APPENDIX B: Green New Deal Inputs

General Information		
Location	Portland, ME	
Climate Zone	ASHRAE Climate Zone 5A	
Weather File	ME_Portland Intl Jetport| TMY3	
Modeling Software	Openstudio 3.9	
Building Area	227,753 ft²	
Envelope Construction	**ASHRAE 90.1-2022 Section 12**	**Proposed Design**
Roof Construction	U-0.032 (R-30 c.i.)	U-0.032 (R-30) Per DD drawings
Walls Construction	U-0.055 (R-13+R10 c.i.)	U-0.2 (R-5 Spandrel) Per PNA values specified
Fenestration	U- 0.36 SHGC-0.38	Average U-0.28 Average SHGC: 0.27 Per PNA values specified
Window to Wall Ratio	Overall: 40%	Overall: 57% Per DD drawings
Infiltration	0.40 cfm/ft² @ 75Pa	0.40 cfm/ft² @ 75Pa
Interior Lighting	**ASHRAE 90.1-2022 Section 12**	**Proposed Design**
Space Type	W/ft²	W/ft²
Bathroom	0.74	0.63
Mechanical	0.71	0.43
Stairs	0.47	0.49
Trash	0.43	0.43
Atrium	0.51	0.60
Café	0.36	1.09
Corridor	0.44	0.41
Lobby	0.80	0.84
Multipurpose	0.88	0.97
Shaft	0.00	0.00
OpenOffice	0.56	0.61
Storage	0.35	0.38
Classroom	0.74	0.71
Lab	1.05	1.33
Meeting	0.88	0.97
Kitchen	1.19	1.09

APPENDIX B: Green New Deal Inputs

Plug Loads	ASHRAE 90.1-2022 Section 12	Proposed Design
Space Type	W/ft^2	W/ft^2
Bathroom	Same as Proposed Case	0.07
Mechanical	Same as Proposed Case	0.30
Stairs	Same as Proposed Case	0.00
Trash	Same as Proposed Case	0.00
Atrium	Same as Proposed Case	0.10
Café	Same as Proposed Case	0.66
Corridor	Same as Proposed Case	0.10
Lobby	Same as Proposed Case	0.73
Multipurpose	Same as Proposed Case	0.50
Shaft	Same as Proposed Case	0.00
OpenOffice	Same as Proposed Case	3.25
Storage	Same as Proposed Case	0.00
Classroom	Same as Proposed Case	1.00
Lab	Same as Proposed Case	10.00
Meeting	Same as Proposed Case	1.00
Kitchen	Same as Proposed Case	10.00
Building Average	**Same as Proposed Case**	**2.12**
Occupant Density	ASHRAE 90.1-2022 Section 12	Proposed Design
Space Type	Occupancy/1000ft^2	Occupancy/1000ft^2
Bathroom	Same as Proposed Case	0.00
Mechanical	Same as Proposed Case	0.00
Stairs	Same as Proposed Case	0.00
Trash	Same as Proposed Case	0.00
Atrium	Same as Proposed Case	10.00
Café	Same as Proposed Case	70.00
Corridor	Same as Proposed Case	0.00
Lobby	Same as Proposed Case	31.25
Multipurpose	Same as Proposed Case	10.00
Shaft	Same as Proposed Case	0.00
OpenOffice	Same as Proposed Case	10.00
Storage	Same as Proposed Case	0.00
Classroom	Same as Proposed Case	35.00
Lab	Same as Proposed Case	10.00
Meeting	Same as Proposed Case	50.00
Kitchen	Same as Proposed Case	0.00

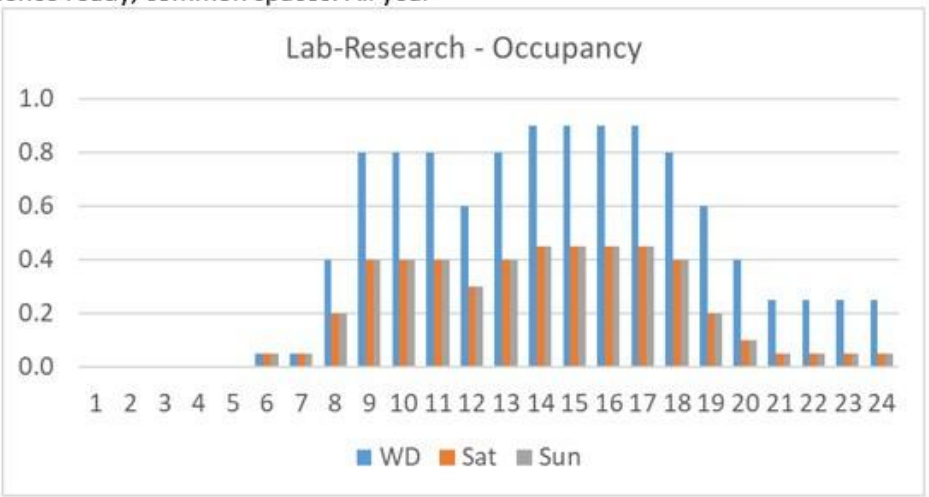
APPENDIX B: Green New Deal Inputs

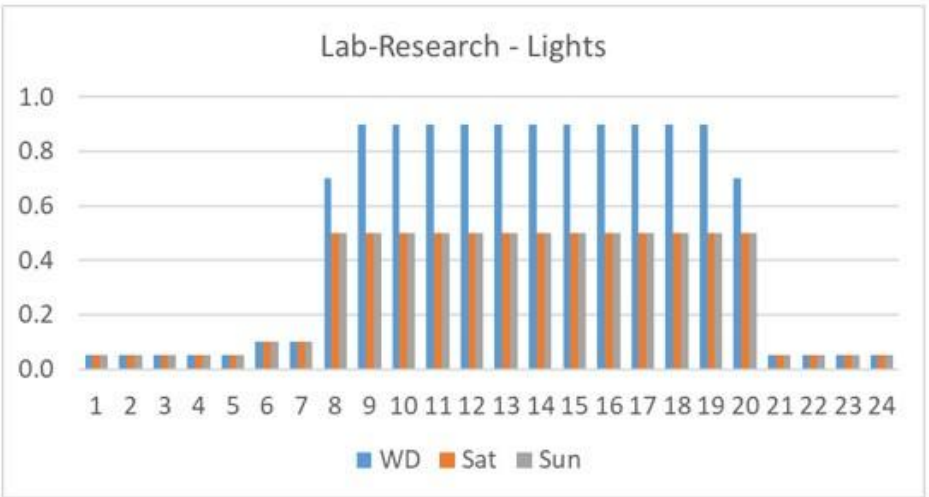
Outside Airflow	ASHRAE 90.1-2022 Section 12			Proposed Design		
Space Type	cfm/occu	Cfm/ft^2	Exh cfm/ft^2	Cfm/occu	Cfm/ft^2	Exh cfm/ft^2
Bathroom	0.00	0.00	50 cfm/fx	0.00	0.00	50 cfm/fx
Mechanical	0.00	0.00	0.05	0.00	0.00	0.05
Stairs	0.00	0.06	0.05	0.00	0.06	0.05
Trash	0.00	0.00	0.05	0.00	0.00	0.05
Atrium	7.50	0.18	0.00	24.00	0.12	0.00
Café	7.50	0.18	0.00	7.50	0.18	0.00
Corridor	0.00	0.06	0.00	0.00	0.06	0.00
Lobby	7.50	0.06	0.00	24.00	0.12	0.00
Multipurpose	7.50	0.06	0.00	24.00	0.12	0.00
Shaft	0.00	0.00	0.00	0.00	0.00	0.00
OpenOffice	80.00	0.12	0.00	54.00	0.12	0.00
Storage	0.00	0.12	0.12	0.00	0.00	0.12
Classroom	10.00	0.12	0.00	7.50	0.06	0.00
Lab	80.00	0.12	6/2 ACH	54.00	0.12	6/2 ACH
Meeting	5.00	0.06	0.00	5.00	0.06	0.00
Kitchen	0.00	0.00	0.70	0.00	0.00	0.70
Building Average	**106,000 cfm**			**117,200 cfm**		

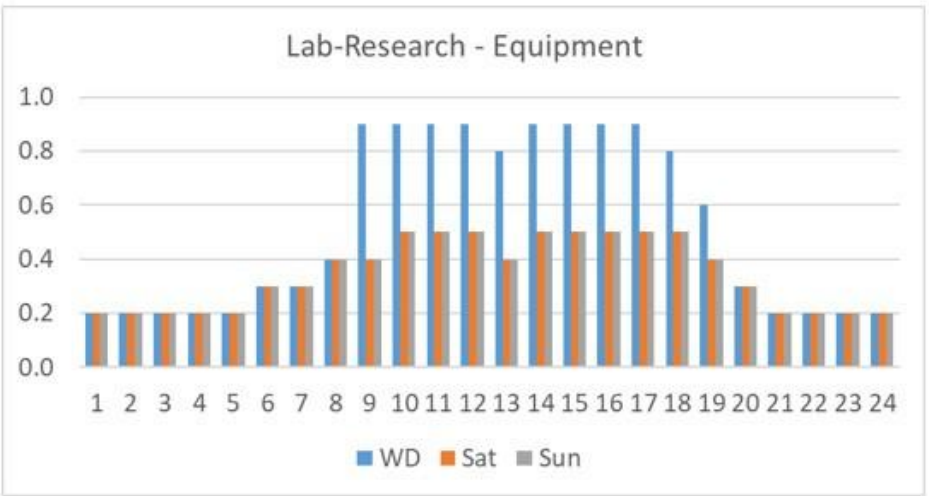
Mechanical Systems	ASHRAE 90.1-2022 Section 12	Proposed Design
System Description and Efficiency		
System Type	System 6	Hybrid GSHP + ASHP
Simultaneous heating and cooling loads	Heat Pump cooling: 12.3 EER Heat pump heating: 2.5 COP(rated @32F); Simultaneous: 6.1 COP; DHW Electric Boiler 80% (UEF)	GSHP cooling: 5 COP Heating: 4.1 COP; Simultaneous: 9.1 COP
Additional Cooling	-	Air Source Heat Pump cooling: 2.6 COP
Primary Heat Rejection	n/a	-
Additional heat rejection	-	-
Additional heating	Condenser Loop Gas Boiler: 82%	-
Supplemental/ back up heating	-	Air source heat pump heating: 2.8 COP

APPENDIX C: SCHEDULES

Research Labs, science ready, common spaces: All year

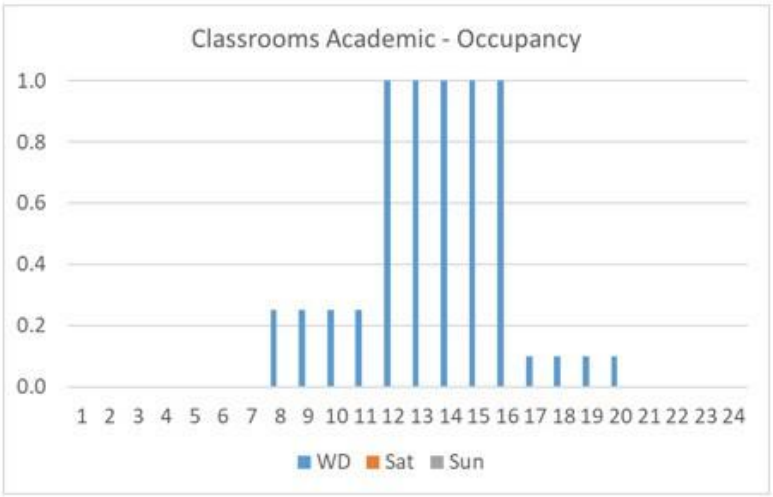


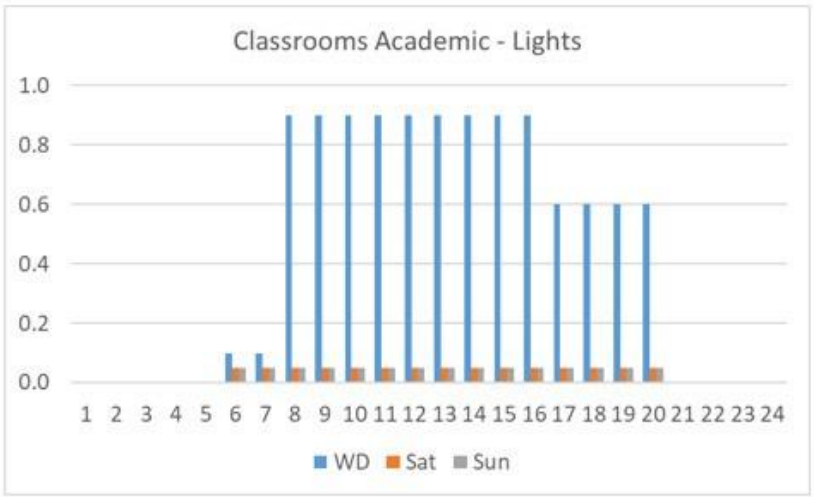


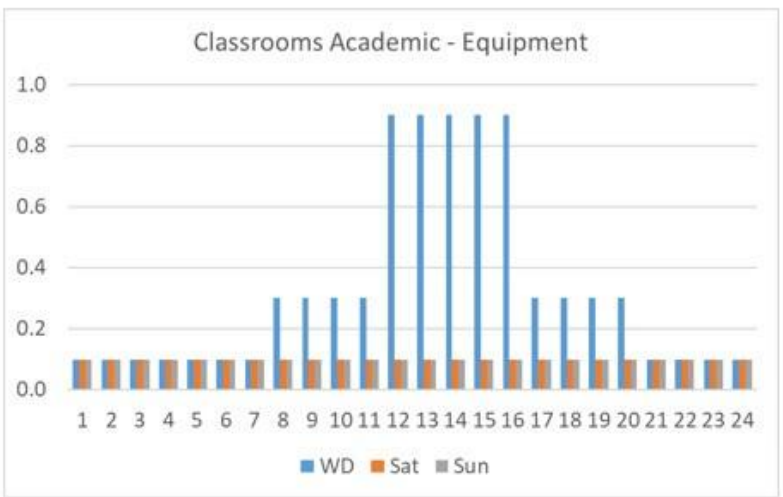


APPENDIX C: SCHEDULES

Classrooms: Academic term

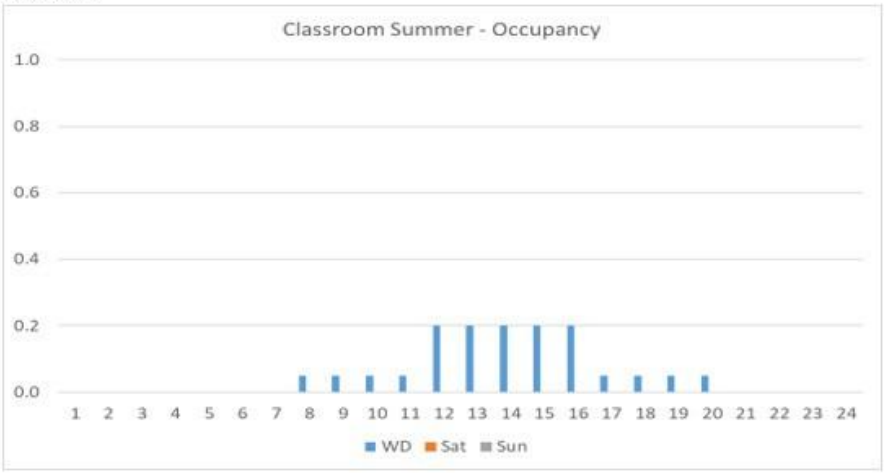


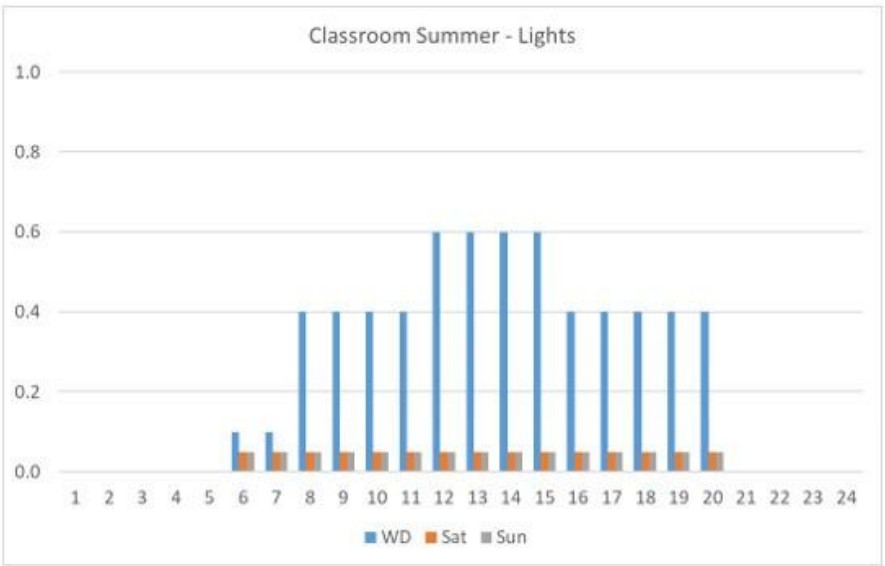


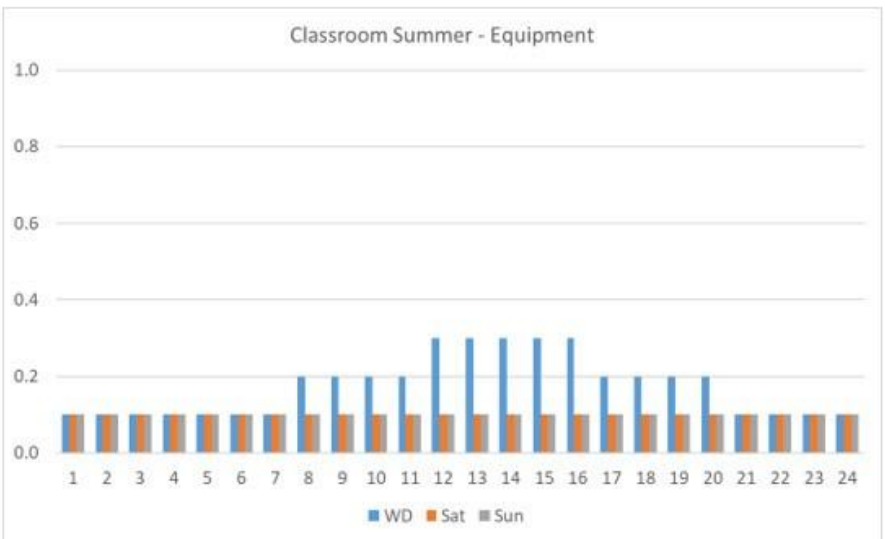


APPENDIX C: SCHEDULES

Classrooms: Summer term







APPENDIX D: LIFE CYCLE COST ANALYSIS

In the early stages of the project, various options were being considered for the mechanical system of the building. The main options are summarized as below:

- Option 1B: Gas boilers sized for 100% of the heating load – ASHP sized for 90% of heating demand. Cooling towers and chillers for cooling.
- Option 2: ASHP sized for 100% of heating demand. Cooling tower and chillers for cooling. All electric no fossil fuels on site.
- Option 4/C: GSHP sized for 50% of heating load and 28% of cooling load. No cooling towers. Peak heating and cooling by ASHP. All electric and no fossil fuels on site.

There was interest in the GSHP as it is not only attractive from a technology standpoint, but also because there was a 30% tax credit that could be applicable to the geothermal components of the project due to the Inflation Reduction Act.

PV costs were included in the life cycle costs analysis (LCCA) analysis based on the needs to satisfy the 30% energy improvement requirement. Adjusted energy and carbon costs ($250/ton) due to reduced energy from the PV was also included so the differences in cost were purely due to operational and maintenance costs. A 30% tax credit was included for the geothermal component pricing including geothermal wells and water source heat pump components (10% contingency included) as provided by Consigli.

Replacement schedules were also included as provided by ARUP and the core items are listed below:

- ASHP – 15 years
- Cooling towers and chillers – 20 years
- Boilers – 20 years

A summary of the LCCA can be seen in Figure 5. The geothermal system pays itself back within 10 years of operation. While the geothermal costs jump across the later years, it is due to the replacement schedule of the items listed above. Within the 50-year timeframe of the LCCA, the geothermal option stands out as the most attractive option due to its lower operation and maintenance costs.

Inputs for the LCCA can be found on the following page under Table 1 and 2.

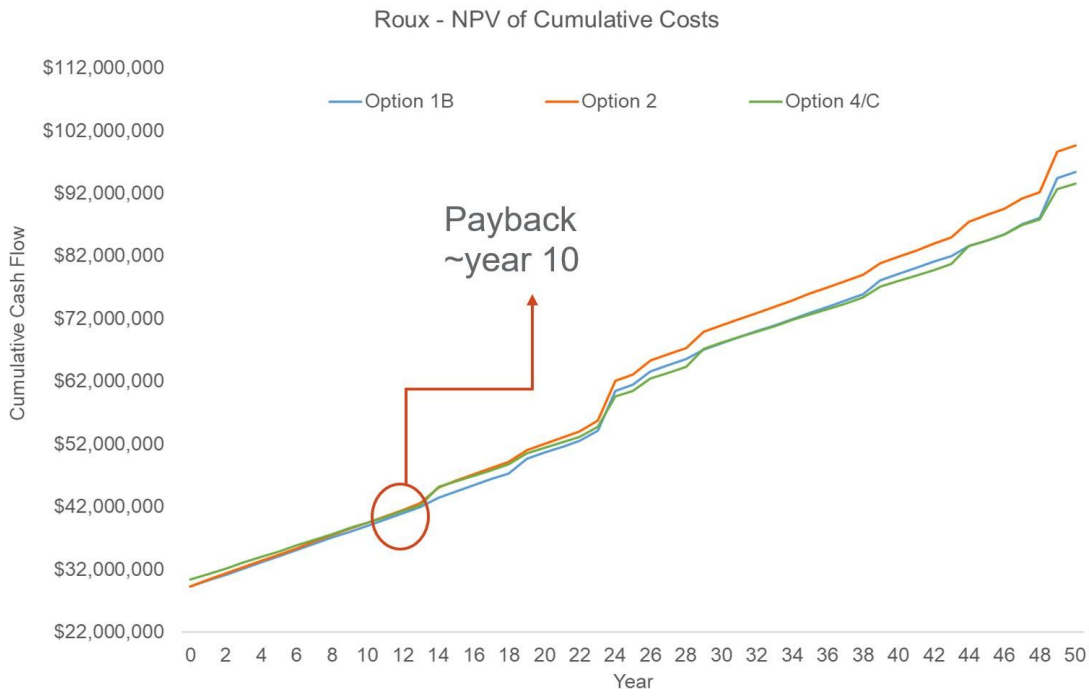


Figure 8. LCCA Summary

APPENDIX D: LCCA (CONT'D)

	Option 1B	Option 2	Option 4/C
Annual Utility Costs ($)	612,000	645,000	645,000
Annual Maintenance Costs ($)	120,000	120,000	20,000
Annual Carbon Costs ($)	245,000	251,000	251,000

Table 1. LCCA Inputs

LCCA Rate Inputs	Value
Inflation / Discount Rate	3%
Electricity Escalation Rate	3%
Gas Escalation Rate	3%
Water Escalation Rate	3%
Maintenance Escalation Rate	3%
Time Period of Analysis	50 years

Table 2. LCCA Rate Inputs

APPENDIX D: Green Building Code Exemption Letter

PORTLAND HOUSING DEVELOPMENT CORPORATION

Determination Request for a Partial Exemption From "Article VII. Green Building Code"

COMB Block Phase One Project (25 Boyd Street)

This letter requests partial exemption from the City's Green Building Code / Green New Deal (GBC/GND) for the COMB Block Phase One affordable housing project of 55 homes for low-income families. Without approval of these exemptions, the project cannot proceed. This letter contains 4 sections:

I. Project Description
II. Requested Exemptions & Justification from Green Building Code
III. Exhibits

I. Project Description

The **COMB Block Phase One Project** will create 55 units of mixed income housing, including 50 affordable family rental apartments. The new construction building will be energy-efficient, resilient, and accessible. The building is in a prime location for transit-oriented development with minimal on-site parking, being within proximity to daily amenities and multiple public transportation hubs. Portland Housing will leverage public and private investment through the City of Portland, LIHTC, Section 8 Vouchers and MaineHousing to build this project.

The COMB Block Phase One project is being designed and constructed using Passive House design details and principles and will be certified under the Department of Energy's Zero Energy Ready Homes program and ENERGY STAR Multifamily New Construction. The project will also meet MaineHousing's stringent energy standards. **With this in mind, Portland Housing Development Corporation is requesting partial exemption from certain GBC/GND requirements, as described below.**

II. Requested Exemptions

This letter requests two Green Building Code exemptions. A 'Summary of Exemptions' outlines the exemptions, followed by 'Detailed Justification of Exemptions' for each exemption.

Summary of Exemptions:

	COMB Block Phase One
Applicability of Green Building Code	Applicable
Exemption from Sec. 6-167 to meet >30% improvement compared to ASHRAE 90.1-2019 rather than 2022.	Exemption Requested (#1 below)
Exemption from Sec. 175 requiring Better Roof Requirements	n/a
Exemption from Sec. 6-168 to receive Zero Energy Ready Homes Certification in lieu of LEED Silver.	Exemption Requested (#2 below)

Detailed Justification of Exemptions:

1. Exemption from "*Sec. 6-167 - Standards for new buildings and renovation projects*" that requires 30% improvement for New Construction compared to ASHRAE 90.1-2022.
    - Justification: Sparhawk Group (Energy Modeler) built an energy model of the new construction building. The energy model was not able to meet the standard using the latest published ASHRAE 90.1 – 2022, but was able to exceed, by 36%, ASHRAE 90.1-2019. See Exhibit A COMB Block Energy Modeling Results. **The model indicates significant energy savings over the baseline ASHRAE 90.1-2019 code requirements.**
    - Although short of the 30% improvement over ASHRAE 90.1-2022, the new construction project aligns with the intent of the City's Green Building Code by delivering an extremely energy-efficient building which will benefit our residents and the overall community.
    - The project cannot materially increase energy efficiency without creating hardship and financial infeasibility. The project has maxed out all available funding sources. **As defined in "*Sec. 6-170.a.1", "*hardship and financial infeasibility" exist due to governmental requirements.** MaineHousing requires projects be underwritten to certain Debt Service Coverage Ratio (DSCR) and Loan to Value (LTV) metrics. Materially increasing the COMB Block Phase One scope of work and cost would cause its DSCR to fall below permissible levels, while also exceeding LTV minimums. **Without exemption from "*Sec. 6-167*" the project is unable to proceed.**
    - Even if it was financially feasible to increase energy efficiency by upgrading products and equipment, mechanical equipment has become standardized to meet baseline ASHRAE 90.1. More advanced systems would increase costs and provide a negligible benefit to the overall building efficiency, while significantly impacting the overall project budget.

2. Exemption from "*Sec. 6-167 - Standards for new buildings and renovation projects*" that requires certification at or above the most recently published and applicable LEED Silver Standard…"
    - The project will submit final documentation at Certificate of Occupancy that meets the standards of the Energy Start Multifamily Construction and Zero Energy Ready Homes Certification prepared by Advances Building Analysis, the project's qualified professional verifier.
    - Justification: COMB Block Phase One building **will achieve ENERGY STAR Multifamily New Construction and Zero Energy Ready Homes Certification in lieu of LEED Silve**r.
    - The ENERGY STAR Multifamily New Construction and Zero Energy Ready Homes program is a Department of Energy certification program that encompasses the building envelope, air sealing details, thermal bridging reduction, and water management strategies. The program will include HVAC verification, and plumbing distribution verification.

Experienced Team and Scope Alternatives

- **COMB Block Phase One has some of Maine's best architects, contractors, and engineers working on it**: Ryan Senatore Architecture, Sparhawk Group (Energy Modeler), Advanced Building Analysis (ENERGY STAR/ZERH Verifier), Bennet Engineering (M.E.P. Engineer), and DEW Construction (Contractor). Our design and construction team have had energy efficiency and third-party certifications top of mind since the conception of the project.

- We have thoroughly analyzed and modeled various scope alternates and the impacts on cost. The project will invest approximately $100,000 on energy modeling, peer review, commissioning and green building certification to ensure the strict requirements can be met.

IV. Exhibits

A. COMB Block Energy Modeling Results, prepared by Sparhawk Group, dated 2/11/2026

B. MaineHousing, Rental Loan Program Guide 2023. Confirms DSCR and LTV governmental metrics.

COMB BLOCK
PORTLAND MAINE
ENERGY MODELING RESULTS
DATE: FEBRUARY 11, 2026

TO: Sarah Tatarczuk statarczuk@porthouse.org Portland Housing Development Corporation

FROM: Joe Lloyd, jlloyd@sparhawkgroup.com Sparhawk Group

Sparhawk Group was requested to perform Energy Modeling according to City of Portland Green New Deal requirements, using ASHRAE Appendix G Modeling Standards for the COMB Block project.

Below are the findings from this effort.

We certify that the energy model meets the standards.

Sincerely,



Joe Lloyd, P.E., LEED AP BD+C
Principal
Sparhawk Group

ASHRAE Appendix G Energy Modeling

Parameters

Parameter	Baseline	Proposed
Geometry	Based on plans	Based on plans
Wall Construction	U-0.064	U-0.0305
Roof Construction	U-0.063	U-0.0149
Floor Construction	U-0.073	U-0.068
Glazing Construction	U-0.42	U-0.30
Solar Heat Gain Coeff.	0.4	0.35
Lighting Power Density	7.53 W/m^2	4.84 W/m^2
HVAC System	PTAC, DX Cool, Gas Heat	Heat Pumps
Heating COP	2.70	3.36
Cooling EER	9.05	11.8
DHW System	Individual Gas Heaters	Individual Electric Heaters
DHW Efficiency	80%	93%

Results

	Baseline	Proposed
Heating	520.5 MBTU	337.0 MBTU
Cooling	83.9 MBTU	69.5 MBTU
Interior Lighting	913.6 MBTU	605.8 MBTU
Interior Equipment	375.7 MBTU	375.7 MBTU
Fans	260.8 MBTU	248.6 MBTU
Pump	15.6 MBTU	4.7 MBTU
Water Systems	1,220.3 MBTU	512.9 MBTU
Total End Uses	3,390.3 MBTU	2,154.2 MBTU
Projected Energy Savings	1,236.1 MBTU	
Improvement	36%	

If you should have any questions/comments regarding this report, please contact Joe Lloyd, P.E., LEED AP BD+C at Sparhawk Group, 207.847.6807 or jlloyd@sparhawkgroup.com

MaineHousing
MAINE STATE HOUSING AUTHORITY



Rental Loan Program

The mission of MaineHousing is to assist Maine people to obtain and maintain decent, safe, affordable housing and services suitable to their unique housing needs.

In carrying out this mission, MaineHousing will provide leadership, maximize resources, and promote partnerships to develop and implement sound housing policy.

November 2023

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Funding Availability: Bond financing is generally only available on the first (1st) and the fifteenth (15th) day of each calendar month (or the next business day immediately following the first or the 15th day of the calendar month, respectively, if the 1st or 15th day is a Saturday, Sunday or holiday recognized by MaineHousing). Only one requisition will be funded each month. The approved requisition and all supporting documentation required by MaineHousing must be submitted to MaineHousing no later than 10 business days before the funding date. If a requisition meeting is held on or before the 15th calendar day of the month, the requisition will be funded no earlier than the first (1st) day of the following month. If a requisition meeting is held after the 15th calendar day of the month, the requisition will be funded no earlier than the 15th day of the following month.

Equity Bridge Financing

All applicants are responsible for arranging for their own investors. However, MaineHousing may provide short term loans in cases where the timing of capital contributions by the investor requires bridge financing.

E. Underwriting Criteria:

MaineHousing generally uses the following underwriting criteria. Standards may vary to account for specific market conditions or the unique characteristics of a project.

Maximum Loan to Value (LTV)	MaineHousing loans should not be greater than 85% of the lesser of the appraised value or the total development cost. The total (secured and unsecured) debt approved for any project, exclusive of subsidy, should not exceed 100% of the appraised value.
Mortgage Insurance	MaineHousing may require mortgage insurance or other credit enhancement when a loan exceeds 70% LTV. MaineHousing's judgment will be based in part on an assessment of the project and local market conditions.
Appraisal	Appraisals must conform to MaineHousing's appraisal guidelines and name MaineHousing as an intended user. Generally, once a project receives a notice to proceed, MaineHousing commissions an appraisal. The selected appraiser will provide an estimate of cost for the appraisal. This amount, which will vary based on the size and complexity of the proposal, will be collected from the developer as an appraisal fee deposit. The appraiser will not begin the appraisal process until MaineHousing has received the deposit from the developer. Upon completion of the appraisal report and the receipt of the final invoice, any balance due will be collected from the developer prior to the issuance of a term sheet. In the event that the appraisal fee deposit is greater than the final invoice, an immediate refund will be made to the developer.

	MaineHousing will accept an appraisal commissioned by a construction lender if it names MaineHousing as an intended user and conforms to MaineHousing's appraisal guidelines.
Interest Rate	Unless otherwise stated in a specific offering, the interest rate will be set when the term sheet is issued. Developments that are currently MaineHousing-financed will use the rate applicable to the project under MaineHousing's current loan modification programs. Contact a Multifamily Loan Officer for current rates.
Loan Terms	30 years with full amortization or a 40-year amortization with a balloon payment due at the end of year 30. MaineHousing reserves the right to offer (i)interest only payments for 30 years, (iii) interest only payments for the first 15 years with a 30-year or 40-year amortization beginning in year 16 and a balloon payment due at the end of year 30, or (iv) other repayment terms as may be specified in a funding announcement.
Debt Service Coverage (DSC)	In the first year of stabilized operations, MaineHousing requires 1.10 DSC for projects with project-based rental assistance and 1.15 DSC for all other projects. MaineHousing may adjust this ratio to reflect the inherent characteristics of the project and the market involved. The DSC will include any subordinate amortizing debt.
Cash Flow	Cash flow should be at least $500 per unit in the first year of stabilized operations and should not drop below $200 per unit in any subsequent year based on MaineHousing expense trending.
Distribution	Distributions are subject to MaineHousing's determination that there is surplus cash, that any available surplus cash is not needed for immediate or future operating and capital needs of the project, that the Operating Deficit Escrow is fully funded and that the developer is in compliance with all loan documents. Distributions are made after the end of the fiscal year, beginning after the first full year of operation.
MaineHousing Loan Fees	All fees are mortgageable items and may be included in the development budget as project costs. Fees are non-refundable and include: • Application fee of $1,000 due with any application for financing • Payment for third party appraisal and/or environmental reports, if applicable, is due when reports are commissioned. • Commitment Fee of $2,000 due at loan closing

January 17, 2026

Kevin Kraft
City of Portland – Planning & Urban Development Department
389 Congress Street
Portland, ME 04101

Re: Request for Waivers – Green Building Code Compliance Updated
Project Address: 465 Congress Street, Portland, ME

Building Permit: BLDC2025-04504

Dear Mr. Kraft,

We are writing to formally update our previous request for the waivers granted by the City of Portland on 11/14/2025 from specific provisions of the City of Portland's Green Building Code, as related to our renovation project at 465 Congress Street. The waiver previously granted for Section 6-168 for Better Roof Requirements remains accurate and no changes are requested. This request is submitted in accordance with the waiver provisions outlined in Section 6-170 of the Green Building Code. Our project is receiving Brownfield Loan funding through the City of Portland, which makes it subject to the requirements of Sections 6-167, 6-168, and 6-175 of the Code.

The updated waivers we are seeking based on the results from the preliminary energy model are listed below:

1. Waiver Request – Partial Exemption from Section 6-167 (LEED Certification
   Requested under Section 6-170(b)(1)

We request an exemption from the LEED standard requirement as the documentation, administrative, pre-requisites, and financial implications of formal LEED certification are not financially feasible for this project given the overall challenges that already exist due to construction pricing, tariffs, and commercial loan requirements. As allowed under 6-170(b)(1), a draft LEED scorecard verified by a qualified professional is attached to this waiver request to demonstrate the credits that would be reasonably achievable if all pre-requisites could be met and formal certification was pursued for the project.

2. Waiver Request – Partial Exemption from Section 6-167 (Proposed Energy Performance)
   Requested under Section 6-170(b)(1)

The preliminary energy model is attached and demonstrates that the renovated building will not exceed the energy performance standards required under ASHRAE 90.1 (as referenced in LEED v4) by 20% and therefore a waiver is required. The waiver is requested on the basis that there is a disadvantageous comparison between the design and the required ASHRAE 90.1 baseline system and only a 4.5% energy savings can be achieved. This is due to the energy modeling process which is comparing different energy source inputs (electricity vs. fossil fuels) for the baseline system

required by ASHRAE and the proposed design. The design is compliant with IECC 2021 and includes high efficiency and performance features such as VRF fan coils, DOAS with heat recovery, and high-performance lighting design.

We believe this performance-based compliance path meets the intent of the Code while allowing flexibility necessary for a historic rehabilitation project of this nature and the changes in energy sources in the industry as it relates to energy modeling.

We appreciate your consideration of these updated waiver requests and look forward to working collaboratively with your team to ensure this important project proceeds successfully while remaining aligned with the City's sustainability and preservation goals. Please let us know if any additional documentation is required to support this request.

Sincerely,

Marieke Thormann
VP of Development

LEED BD+C: Note Hotel

Target Score	*Target Level*
55	Silver

LEEDv4 BDC NC

LEED Manager: Axel Jeremie

December 18, 2025

Certified: 40 to 49 points Silver: 50 to 59 Gold: 60 to 79 Platinum: 80 - 110

32	16	14	49			
Y	**H**	**L**	**N**	**CREDIT NAME**	**PTS**	**RESPONSIBLE**
0	0	0	0	Integrative Design (ID)		
0	0	0	0	IDc1: Integrative Process (D)	1	OWN WSP BE
10	1	3	3	Location and Transportation (LT)		
0	0	0	0	LTc1: LEED for Neighborhood Development (D)	16	OWN
1				LTc2: Sensitive Land Protection (D)	1	WSP BE CIVIL
1			2	LTc3: High Priority Site (D)	3	WSP BE OWN
5				LTc4: Surrounding Density and Diverse Uses (D)	5	WSP BE ARCH
3		2		LTc5: Access to Quality Transit (D)	5	WSP BE ARCH
		1		**LTc6: Bicycle Facilities (D)**	**1**	**WSP BE ARCH**
	1			**LTc7: Reduced Parking Footprint (D)**	**1**	**WSP BE ARCH**
			1	LTc8: Green Vehicles (D)	1	WSP BE ARCH
2	1	1	8	Sustainable Sites (SS)		
P				**SSp1: Construction Activity Pollution Prevention (C)**		**GC**
1				**SSc1: Site Assessment (D)**	**1**	**ARCH LAND ARCH**
0	0	0	3	SSc2: Site Development - Protect or Restore Habitat (D)	2	LAND ARCH
		1		SSc3: Open Space (D)	1	LAND ARCH
			4	SSc4: Rainwater Management (D)	4	LA/CIVIL
	1		1	**SSc5: Heat Island Reduction (D)**	**2**	**ARCH LAND ARCH**
1				SSc6: Light Pollution Reduction (D)	1	ELEC LIGHTING
3	1	3	4	Water Efficiency (WE)		
P				**WEp1: Outdoor Water Use Reduction (D)**		**LA/CIVIL**
P				**WEp2: Indoor Water Use Reduction (D)**		**PLUMB WSP BE**
P				**WEp3: Building Level Water Metering (D)**		**PLUMB OWNER**
2				WEc1: Outdoor Water Use Reduction (D)	2	LA/CIVIL
1		3	2	WEc2: Indoor Water Use Reduction (D)	6	PLUMB WSP BE
0	0	0	2	WEc3: Process Water Use (D)	2	PLUMB MECH
	1			WEc4: Water Metering (D)	1	PLUMB ELEC
1	6	4	23	Energy and Atmosphere (EA)		
P				**EAp1: Fundamental Commissioning and Verification (C)**		**CxA MECH GC**
P				EAp2: Minimum Energy Performance (D)		MECH ELEC
P				EAp3: Building Level Energy Metering (D)		MECH OWNER
P				EAp4: Fundamental Refrigerant Management (D)		MECH OWNER
	3		3	EAc1: Enhanced Commissioning (C)	6	CxA MECH
		4	14	EAc2: Optimize Energy Performance (D)	18	MECH ELEC

LEED BD+C: Note Hotel

Target Score	*Target Level*
55	Silver

LEEDv4 BDC NC

32	16	14	49
Y	H	L	N

LEED Manager: Axel Jeremie

December 18, 2025

Certified: 40 to 49 points Silver: 50 to 59 Gold: 60 to 79 Platinum: 80 - 110

Y	H	L	N	CREDIT NAME	PTS	RESPONSIBLE
1				EAc3: Advanced Energy Metering (D)	1	MECH ELEC
			3	EAc4: Demand Response (C)	3	MECH ELEC
	2		3	EAc5: Renewable Energy (D)	5	MECH ELEC
	1			EAc6: Enhanced Refrigerant Management (D)	1	MECH
				N/A	0	OWN

LEED BD+C: Note Hotel

Target Score	*Target Level*
55	Silver

LEEDv4 BDC NC

LEED Manager: Axel Jeremie

December 18, 2025

Certified: 40 to 49 points Silver: 50 to 59 Gold: 60 to 79 Platinum: 80 - 110

32	16	14	49

Y	H	L	N	CREDIT NAME	PTS	RESPONSIBLE
8	0	0	6	Materials and Resources (MR)		
P				**MRp1: Storage & Collection of Recyclables (D)**		**ARCH**
P				**MRp2: Construction and Demolition Waste Management Planning (C)**		**GC**
5			1	MRc1: Building Life-Cycle Impact Reduction (C)	6	ARCH WSP BE
1			1	MRc2: Building Product Disclosure & Optimization - EPDs (C)	2	ARCH GC
1			1	MRc3: Building Product Disclosure & Optimization - Sourcing of Raw Materials (C)	2	ARCH GC
1			1	MRc4: Building Product Disclosure & Optimization - Material Ingredients (C)	2	ARCH GC
			2	MRc5:Construction and Demolition Waste Management (C)	2	GC
2	7	3	5	Indoor Environmental Quality (IEQ)		
P				**IEQp1: Minimum IAQ Performance (D)**		**MECH**
P				**IEQp2: Environmental Tobacco Smoke (ETS) Control (D)**		**ARCH OWNER**
	1		2	IEQc1: Enhanced Indoor Air Quality Strategies (D)	3	ARCH MECH
1		1	1	IEQc2: Low Emitting Materials (C)	3	ARCH GC
1				IEQc3: Construction IAQ Management Plan (C)	1	GC
	1	1		IEQc4: Indoor Air Quality Assessment (C)	2	GC
	1			IEQc5: Thermal Comfort (D)	1	MECH ELEC
	1	1		IEQc6: Interior Lighting (D)	2	LIGHTING ELEC
	1		2	IEQc7: Daylight (D)	3	LIGHTING ELEC
	1			IEQc8: Quality Views (D)	1	ARCH
	1			IEQc9: Acoustic Performance (D)	1	ACOUSTIC MECH
6	0	0	0	Innovation (IN)		
1				INc1A: Innovation and Design	1	TBD
1				INc1B: Innovation and Design	1	TBD
1				INc1C: Innovation and Design	1	TBD
1				INc1D: Innovation and Design	1	TBD
1				INc1E: Innovation and Design	1	TBD
1				INc2: LEED™ Accredited Professional	1	WSP

Notes

"Yes" points are considered very likely

"High Probability" points need to be discussed, compliance confirmed

"Low Probability" credits are more complicated and expensive so considered unlikely.

XX points within reach when combining "Y" and "H" points.

THE NOTE HOTEL

465 CONGRESS STREET, PORTLAND ME 04101

FATHOM COMPANIES

ENERGY MODELING REPORT

PROJECT NO.: US0038122.6229
DATE: DECEMBER 24, 2025

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5 APPENDIX 11

1 EXECUTIVE SUMMARY

This energy report explains the energy modeling methodologies and results for 465 Congress Street – The Note Hotel. The analysis was based on the 100% construction document (CD) set and compared against the ASHRAE 90.1-2010 standard as reference by the LEED v4 Building Design and Construction (BD+C): New Construction rating system. While LEED is not being pursued as part of this project, an energy savings of 20% was originally targeted. Due to a disadvantageous comparison between the design and the required ASHRAE 90.1-2010 Appendix G baseline system and other design constraints in a renovation of an existing building, the design does not meet this target. However, the design is compliant with IECC 2021 and includes many high-performance features. These include VRF fan coils at hotel units, a dedicated outdoor air system (DOAS) with heat recovery, and high performance lighting design.

TARGET | SUMMARY OF RESULTS

If LEED certification were to be pursued, the LEED v4 Minimum Energy Performance Prerequisite (EAP2) for New Construction requires improvements in energy cost or energy source savings of at least 10% over a baseline building constructed to the ASHRAE 90.1-2010 standard. The analysis findings in this report show that the proposed design does not comply with the EAP2 prerequisite. The proposed design shows source energy savings of 4.5% compared to the ASHRAE 90.1-2010 Appendix G baseline.

TABLE 1 – SUMMARY OF RESULTS

Summary of Results								
Energy Performance Credits	Baseline LEED ASHRAE 90.1 [MMBtu]	Proposed Design Energy Use [MMBtu]	Source Energy Savings [%]	Baseline Energy Cost	Proposed Design Energy Cost	Energy Cost Savings [%]	LEED Points	Complies
LEED v4	14,268	13,622	4.5%	$276,823	$298,467	-7.8%	-	NO

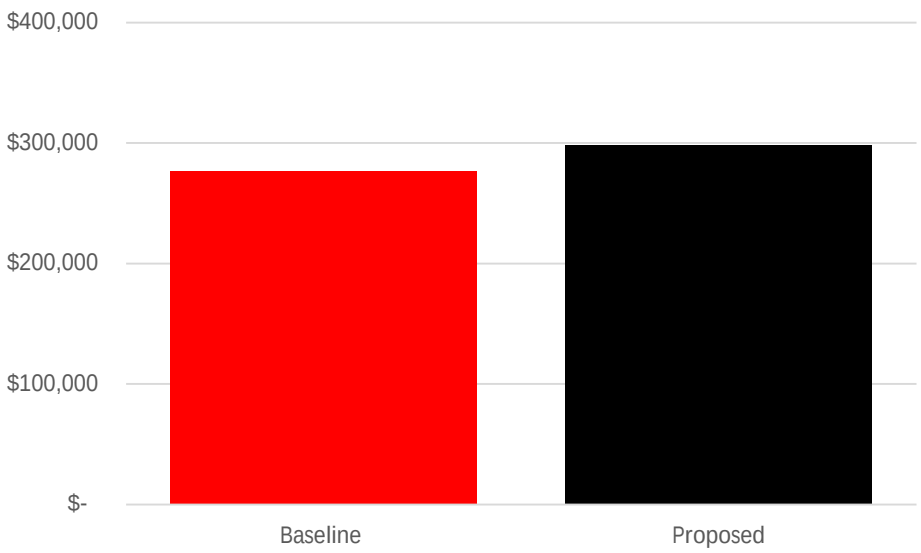


Figure 1: Energy Cost Savings Comparison

2 INTRODUCTION

2.1 PROJECT DESCRIPTION

The Note Hotel project is an existing ten story commercial office building being renovated to a hotel. The basement and ground floor includes amenities and a restaurant; levels 2 to 10 are hotel guestrooms. The project is located in Portland, Maine and has a total gross area of approximately 79,887 GSF.

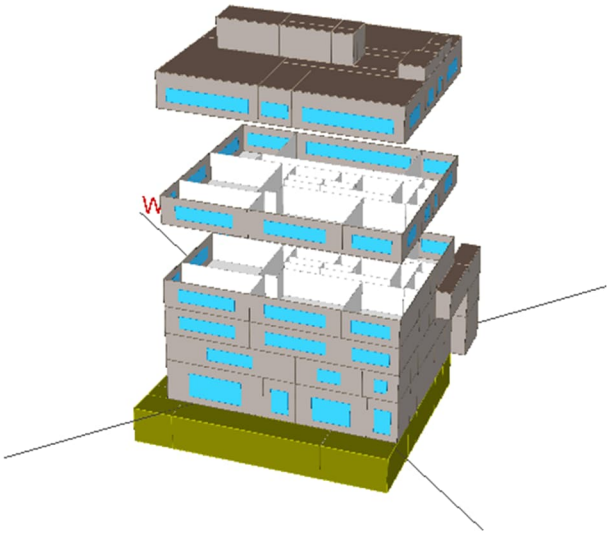


Figure 2 : Image of Energy Model. “Missing” floors represent multipliers of identical floor layout.

2.2 SCOPE/PURPOSE/ & TARGET

The project scope consists of developing a total building performance energy analysis model, which would aid in identifying and documenting potential energy savings within the LEED version 4 green building rating system.

For the LEEDv4 rating system, the proposed whole-building energy simulation model must demonstrate, at the minimum, an improvement of 10% (energy or cost) above the ASHRAE 90.1-2010 baseline model per the 2024 update to the Energy and Atmosphere's Minimum Energy Performance prerequisite (EAp2) for Major Renovations.

3 METHODOLOGY AND INPUTS

3.1 APPROACH & SOFTWARE

The project established two energy models using eQuest 3.65 version DOE 2.3, a proposed (as design) model, and an ASHRAE baseline model. Both models are detailed and incorporate architectural, mechanical, electrical, and plumbing designs and baseline inputs from ASHRAE 90.1-2010 Appendix G.

3.2 WEATHER DATA

- Location: Portland, ME
- ASHRAE Climate Zone: 6A
- Weather File: ME_Portland_Intl_Jetport.bin

3.3 UTILITY RATES

To calculate cost savings for the proposed building in comparison to the ASHRAE baseline, utility rates for the state of Maine were obtained from the U.S. Energy Information Administration (EIA).

- Electricity: $0.21 per kWh
- Natural Gas: $1.36 per therm

3.4 REFERENCED DOCUMENTATION

The geometry was based on the most current construction documents drawing set (09/2025)

3.5 INPUTS AND ASSUMPTIONS

- The inputs for the proposed model are based on current CD design phase drawing include architecture, mechanical, electrical, plumbing and all other disciplines. The inputs for LEED baseline model are based on ASHRAE 90.1-2010 Appendix G (see Section 5 Appendix).

3.6 HEATING VENTILATION AND AIR CONDITIONING (HVAC) SYSTEM DESCRIPTION

The proposed HVAC system is modeled according to the current construction document set (CD), specifications, and supporting documentation. The design cooling system for the project includes a variable refrigerant flow (VRF) system with heat recovery coil units at each space (which provide both cooling and heating), two air-cooled (DX) dedicated outdoor air systems (DOAS), one air-cooled (DX) make-up air system (MUA), and split system condensing units.

Please refer to Section 5 Appendix for descriptions and inputs of the baseline systems modeled in this analysis for the LEED v4 ASHRAE 90.1 model.

4 PERFORMANCE ANALYSIS

4.1 LEED – ENERGY RESULTS

The following summary tables compare the LEED baseline and proposed design models for energy and cost savings. The results show that the proposed energy model achieves 4.5% source energy savings compared to the ASHRAE baseline model, with negative cost savings. While Table 1 in Appendix 5 allows points based on either energy cost savings or source energy savings, 4.5% does not yet meet the prerequisite of 10% or 20% for 1 point.

Please see Appendix 5 for the LEED point scale. The summary table shows the results broken down by end-use category.

TABLE 2 LEED RESULTS – SITE ENERGY SAVINGS

LEED – Site Energy (MMBtu)				
	LEED BASELINE (90.1-2010)	LEED BASELINE (90.1-2010)	Proposed Design (Whole Building Simulation)	Savings over Standard Reference (%)
Category	Fuel Type	MMBtu	MMBtu	
Internal Lighting	Electricity	1,124	974	20%
Exterior Lighting	Electricity	33	27	19%
Plug Loads	Electricity	703	703	0%
Heating	Electricity/Fossil fuel	3,581	1,181	67%
Cooling	Electricity	409	425	-4&
Fans	Electricity	1,175	1,435	-22%
Pumps	Electricity	50	46	9%
DHW	Fossil fuel	450	259	42%

TABLE 3 LEED RESULTS – ENERGY COST SAVINGS

LEED – Energy Cost				
	LEED BASELINE (90.1-2010)	LEED BASELINE (90.1-2010)	Proposed Design (Whole Building Simulation)	Savings over Standard Reference (%)
Category	Fuel Type	Energy Costs ($)	Energy Costs ($)	
Internal Lighting	Electricity	$75,174	$60,338	20%
Exterior Lighting	Electricity	$2,046	$1,653	19%
Plug Loads	Electricity	$43,524	$43,524	0%
Heating	Electricity/Fossil fuel	$48,710	$71,445	-47%
Cooling	Electricity	$25,359	$26,312	-4%
Fans	Electricity	$72,788	$88,856	-22%
Pumps	Electricity	$3,101	$2,816	9%
DHW	Fossil fuel	$6,120	$3,522	42%

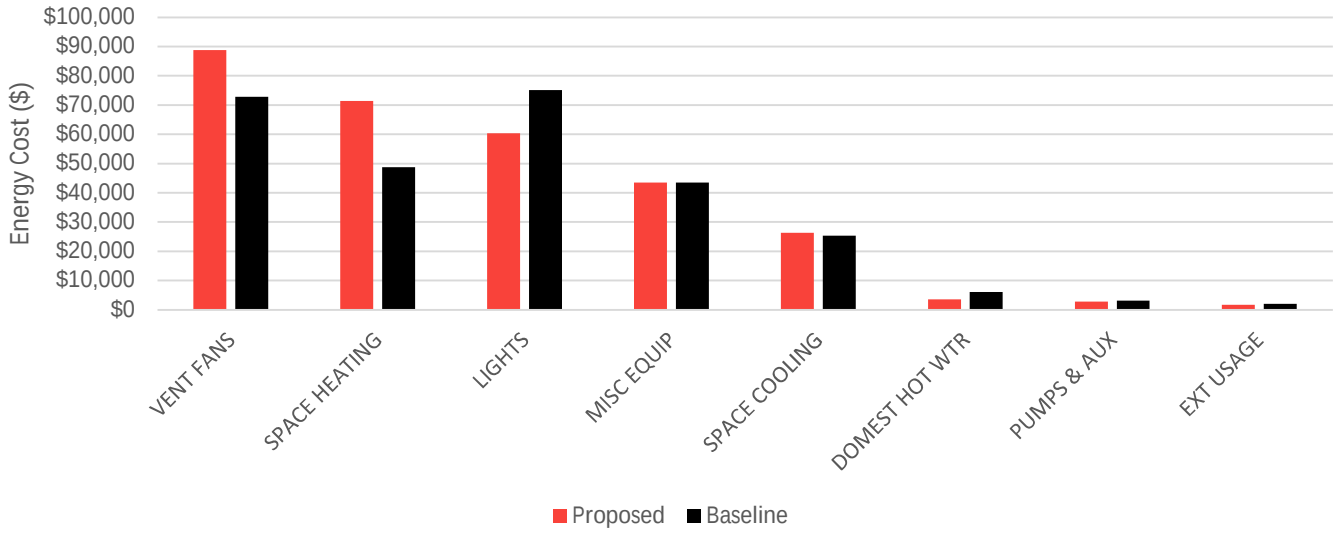


Figure 3: Annual Energy Cost by End-Use ($)

4.2 CONCLUSION

The aim of this modeling exercise was to evaluate performance for the LEEDv4 (BD+C) rating system, even though LEED is not being pursued. The result of this study shows that the Note Hotel's proposed design does not show a reduction in annual energy cost or energy that is compliant with the LEEDv4 Minimum Energy Performance Prerequisite requirements.

There are several design decisions and constraints that make it more difficult to achieve savings. If the gas-fired DOAS units were to be replaced with electric heat pump heating, the baseline would switch to the all-electric System 2, Packaged Terminal Heat Pump. The VRF system would likely show more energy cost savings over this system than the gas heating required by System 1, packaged terminal air conditioning with hot water fossil fuel boiler.

Another challenge for an existing building is the limitations of the building envelope, which is not being renovated as part of this project, so cannot contribute to savings.

Furthermore, there may be an opportunity to show increased lighting savings by reviewing in-unit lighting power reduction. To be more conservative, and because the complete count of in-unit / guestroom lighting was not available, these areas were modeled with the LEED baseline of 0.9 W/sf, showing savings only in the non-dwelling unit / guestroom areas. These savings could put the project in range of meeting the LEED prerequisite of 10% cost or source energy savings. As outlined in this report, savings are able to be achieved in the non dwelling unit areas.

4.3 GENERAL LIMITS OF ENERGY USE ESTIMATION

Attempts have been made to address the accuracy of the results in this report. Variations in assumptions and building variables will affect the actual energy that the modeled building may consume. Some assumptions have been made for parameters of the operation or performance of equipment and materials where data was not available. Results from the energy simulations are only applicable for the purposes of this study; these calculations are not predictions of actual energy consumption or operating costs for the building after construction. Actual energy usage will differ from these calculations due to several variables. These variables may include variations in occupancy, building operations schedules, weather, energy use for equipment not included in the simulations or not covered by the applicable energy code, and changes in energy costs from the time of design to the time of occupancy.

5 APPENDIX

A. ENERGY MODEL INPUTS AND ASSUMPTIONS

Table A1: Existing Envelope Assumptions

Assembly Type	Units	LEEDv4 Baseline ASHRAE 90.1-2010 – App. A		Proposed Design ASHRAE 90.1-2010 – App. A	
		Description	Value	Description	Value
Exterior Wall	ºF-ft2-hr/Btu	Stone cladding with + spray applied insulation	0.077	Stone cladding with + spray applied insulation	0.077
Roof	ºF-ft2-hr/Btu	R30 Insulation Entirely Above Deck	0.032	R30 Insulation Entirely Above Deck	0.032
Window-to-Wall Ratio (WWR)	%	25%		25%	
Glazing Performance	U-Value	0.60		0.60	
Glazing Performance	SHGC	0.42		0.42	
Exterior Shading Type	--	None		None	

Table A2: Lighting Power Density Assumptions

Building Area	Total Wattage (W)	LEEDv4 Baseline (W/sf)	Proposed (W/sf)	Reductions	Source
Dwelling Unit	-	0.9	0.9	-	Same for baseline and proposed per LEEDv4 Multifamily Energy Modeling Guidance
Non-Dwelling Unit (non-decorative)	14,649	1	0.64	36%	Baseline: ASHRAE 90.1-2010, Table 9.5.1 Proposed: Comcheck by WSP (10.27.2025) & BOLD (12.11.2025)
Non-Dwelling Unit (decorative)	8,559	0.65	0.65	-	Same for baseline and proposed per Comcheck by BOLD (12.11.2025)
Total Non-Dwelling Unit	-	1.65	1.29	22%	

Table A3: Exterior Lighting (Zone 4)

Category Type	Required Input	Area (sf)	Allowed LPD (W/sf)	LEEDv4 Baseline	Proposed	Reductions	Source
Walkways 10 ft wide or greater	Area	764	0.20	153	560	-	Comcheck by BOLD (12.11.2025)
Landscaping	Area	534	0.05	27	435	-	
Facade	Area	9,640	0.20	1,123	1,123	-	
Zone 4 – High activity commercial district	-	-	-	1,300	-	-	LEEDv4 MEPC
Total Installed Fixture Power	-	-	-	2,603	2,118	19%	
Schedule	Assumed to be on for an average of 12 hours per day						

Table A4: Equipment Power Density Assumptions

Space Type	Units	LEEDv4 Baseline ASHRAE90.1-2010	Proposed
Corridor, Stairs, Lobby, & Elevator Lobbby	W/ft^2	0.20	0.20
Electrical/ Mechanical	W/ft^2	1.56	1.56
Amenities	W/ft^2	0.73	0.73
Hotel Guestrooms	W/ft^2	1.56	1.56
Restaurant and Dining	W/ft^2	1.32	1.32
Office	W/ft^2	1.32	1.32
Storage	W/ft^2	0.50	0.50

Table A6: Hot Water Assumptions

	LEEDv4 Baseline ASHRAE 90.1-2010	Proposed	Source
All fixtures	5.29 GPM	3.71 GPM	Baseline GPM is calculated according to LEEDv4 MEPC. Proposed assumes 30% savings from low flow fixtures.

Table A7: Domestic Hot Water Equipment Assumptions

DHW System	LEEDv4 Baseline ASHRAE 90.1-2010	Proposed
System Type	Natural Gas Water Heater	Natural Gas Water Heater
Efficiency	0.80	0.98

Table A8: Occupant Load Assumptions- According to ASHRAE 62.1 -2010

Space Type	Units	LEEDv4 Baseline ASHRAE90.1-2010	Proposed
Hotel Guestrooms	SF/Occ	100	100
Amenities	SF/Occ	8.3	8.3
Restaurant and Dining	SF/Occ	33.3	33.3
Office	SF/Occ	33.3	33.3
Kitchen	SF/Occ	3.1	3.1

Table A9: General HVAC Systems Description

	LEEDv4 Baseline ASHRAE 90.1-2010[1]	Proposed

Primary HVAC Systems	System 1 – PTAC	DOAS (100% OA) with Heat Recovery VRF and VRF FCUs
Secondary Systems	System 3 – PSZ-AC	Split System Condensing Units (cooling only)

Table A10: Zone Setpoints

Space Type	Summer	Winter	Summer Setback	Winter Setback
Guestrooms	78°F	72°F	85°F	80°F
Lobbies, Corridors, Stairs	75°F	72°F	80°F	65°F
Amenities	75°F	72°F	80°F	65°F
Restaurant, Dining, Office	75°F	72°F	80°F	65°F
Kitchen	75°F	72°F	80°F	65°F
Electrical/ Mechanical	-	60°F	-	-

Table A11: HVAC Air Side

	LEEDv4 Baseline ASHRAE 90.1-2010[1]	Proposed
Hotel Guestrooms	System 1 – PTAC	DOAS-1 with Heat Recovery – 9,400 CFM & 1.35 W/CFM DOAS-2 with Heat Recovery – 9,200 CFM & 1.57 W/CFM MUA-1 – 1,600 CFM & 0.69 W/CFM & VRF FCUs
Amenities, Restaurant & Dining, Office, & Lobbies	System 3 – PSZ-AC	DOAS (100% OA) with Heat Recovery and VRF FCUs
Mechanical, Electrical, & BOH rooms	System 3 – PSZ-AC	Split System Condensing Units (cooling only)
Cooling Type	DX Cooling	DX Cooling
Cooling Efficiency	PTAC - 9.3 EER PSZ-AC - 13 SEER, 11 EER, 11.2 EER	VRF - 12.1 EER, 11.9 EER, & 13.2 EER DOAS & MAU - 12.2 EER Split system condensing unit – 12.2
Heating Type	PTAC – Hot-water fossil fuel boiler PSZ-AC – Furnace	DOAS - Furnace MAU - Electric
Gas Fired Heating Efficiency	80 %	DOAS – 81%
Fan System Operation Description	Constant Volume	Constant Volume
Air-side Economizer Description	N/A	N/A

Table A12: HVAC Water Side Assumptions

Hot Water Loop	LEEDv4 Baseline ASHRAE 90.1-2010	Proposed
Number and Types of Boilers	(2) Two fossil fuel boilers	N/A
Total Capacity	Self-Sized	N/A
Boiler Efficiency	80%	N/A
Hot Water (HW) Loop Reset Parameter	Reset as per Appendix G requirements	N/A
HW Loop Configuration	Primary	N/A
HW Loop Flow	44.1 GWP	N/A
HW Pump Power, Flow and Speed Control	19 W/GWP (1) One variable speed pump	N/A

Table A13: Points for percentage improvement in energy performance beyond ASHRAE 90.1-2010 Appendix G (cost or source energy)

Points	Major Renovations
Prerequisite	10%
1	20%
2	30%
3	30%
4	35%
5	40%
6+	45% or higher

PO Box 7615
Portland ME 04112
207-228-1140

May 7, 2026

Kevin Kraft
City of Portland
Planning & Urban Development Department
389 Congress Street
Portland, ME 04101

Re: Request for Waiver – Green Building Code Compliance
Project Address: 14 Sherman Street, Portland, ME
Building Permit: BLDC2025-04723

Dear Mr. Kraft,

We are writing to formally request a waiver from the City of Portland's Green Building Code, relating to Hope Act's Building Permit (BLDC2025-04723). This request is submitted in accordance with the waiver provisions outlined in Section 6-170 of the Green Building Code, and is needed in relation to the potential award of a Jill C. Duson Housing Trust Fund (JCDHTF) Grant from the City of Portland.

We are seeking two waivers:

- a waiver for exemption from the requirement to exceed the latest (2022) version of ASHRAE 90.1 by 25%. The project does exceed the 2019 version by at least 25%, which was used for the basis of design, however we cannot achieve the same threshold over the 2022 version. The project has engaged Nova Group to provide an energy model and analysis relative to this discrepancy, which we will share upon receipt for your review and records.

- a hardship waiver for exemption from the requirement to obtain LEED Silver Certification. The substantial rehabilitation project has already begun, and the scope of work established with existing funders (Federal Home Loan Bank of Boston and Federal Home Loan Bank of New York). Hope Acts is applying for a JCDHTF grant to address urgent structural repairs that were discovered during the demolition phase of the project. Revising the scope of work of the larger project would require work that has already commenced to be stopped and reversed at considerable cost.

    - If a hardship waiver is not granted allowing exemption from the requirement to obtain LEED Silver Certification outright, Hope Acts requests that an exemption be granted allowing the nonprofit to pursue meeting the standards of the Green Globes Certification (§6-170(c)6) in lieu of LEED

Silver without paying the fees—close to $20,000—to GBI necessary to complete the certification. Hope Acts would engage a third-party verifier to ensure compliance with the Green Globe standards. (See attached letter.)

We appreciate your consideration and look forward to continuing to work with you and your team. Please reach out to our development consultant, Dan Black at danblack@lbdevpartners.com, if you need anything further or if any questions come up.

Sincerely,

Madeleine

Madeleine Saucier
Executive Director

Hope Acts
Martha Stein
14 Sherman Street
Portland, ME 04101

May 6, 2026

14 Sherman

Expert Opinion of Likely Certification

Nova Group evaluated the likelihood of green building certification under the Green Globes, NC 2024 certification path, Nova has completed Green Globes scoring for over 70 properties throughout the United States. Additionally, we have one (1) Green Globes Fellow, three (3) Green Globes Professionals and five (5) Green Globes Emerging Professionals on staff. Based on these qualifications, we are well qualified to provide an expert opinion of likely certification.

New Construction certification scheme for 14 Sherman based on the full architectural and MEP plan set with specs and submittals. The following table describes the subject building and likelihood of certification.

Address	14 Sherman Street, Portland ME 04101
Property Type	5-Unit multi-family, low-rise
Certification Scheme Evaluated	Green Globes, 2024, New Construction
Target Certification Level	One Green Globe (minimum 35% of applicable points)
Evidence reviewed	Full architectural and MEP plan with specs and submittals
Likelihood of Achievement	Highly Likely
Preliminary Score	Nova did not complete the scoring questionnaire for the property. However, we did review the building plans and specifications and noted the following high-efficiency systems: • VRV Heat Pumps serving the apartments with 2.3 COP @ 17degF • Condensing hot water system serving domestic hot water and hydronic common area heating, 95% AFUE • 100% LED lighting • ENERGY STAR rated appliances • ENERGY STAR rated windows • Envelope insulation values of R-25 (walls) and R-60 (roof) • WaterSense certified water fixtures Further, Nova confirmed that the property will meet the minimum requirements with points in all Assessment Areas and that the following areas will score well:

	• Project management and considerations for efficiency and water use during design • Building and land re-use (site and materials) • Energy Efficiency • Water Efficiency • Ventilation (indoor air quality)
Energy Performance	An ASHRAE 90.1 Appendix G model was completed for the subject property. The property performs 26.8% better than the ASHRAE 90.1-2019 baseline. This performance will meet the Energy Performance requirements for Green Globes certification as well as achieve a high number of required points for scoring.
Supporting Documentation	Code Compliance Report completed by Nova Group, GBC and delivered April 29, 2026
Estimated timing of final certification	The application for certification will be submitted upon completion of the renovation of 14 Sherman St, at which point final scoring will be completed.

Respectfully submitted,

Nova Group, GBC

Keely Felton, CEA, Green Globes Fellow
Chief Sustainability Officer, Nova Energy Group

Nova Group

Inspired Solutions by Nova Group



Code Compliance Report

Property

14 Sherman
14 Sherman Street
Portland, ME 04101

Prepared For

Hope Acts
14 Sherman Street
Portland, ME 04104

Prepared By

Nova Group, GBC
63 Federal Street
Portland, ME 04101
TEL: 207-939-4983
Web: novagroupgbc.com

Keely Felton
Chief Sustainability Officer

Nova Project No:	SE26-04647
Report Date:	April 29, 2026
Inspection Date:	N/A

Nova Group Carbon Neutral Report

novagroupgbc.com/carbonneutral

April 29, 2026

Martha Stein
Hope Acts
14 Sherman Street
Portland, ME 04104

Re: CODE COMPLIANCE REPORT
14 Sherman
14 Sherman Street
Portland, ME 04101
Nova Project No.: SE26-04647

Nova Group, GBC (Nova) is pleased to submit this Code Compliance Report for 14 Sherman property located in Portland, ME. This assessment was authorized on April 20, 2026.

Energy Models were completed using eQuest 3.65 in accordance with ASHRAE 90.1-2019 & 2022 Appendix G. The results demonstrate performance following both standards' years and the model was completed in conjunction with ENERGY STAR Simulation Guidelines 2016.

Respectfully submitted,

NOVA GROUP, GBC.

Reviewed by:



Jan Duller
Field Associate



Levi Siwek, P.E. , BPI-MFBA
Technical Reviewer



Keely Felton, CEA
Chief Sustainability Officer

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1.0 EXECUTIVE SUMMARY

1.1 General Description

1.1.1 Purpose

Nova Group, GBC ("Nova") was retained by Hope Acts to complete an ASHRAE 90.1 Appendix G Model for Portland's Green Building Ordinance on April 20, 2026. A site visit was not conducted.

The goals of this assessment are to demonstrate that the property outperforms either ASHRAE 90.1-2019 or -2022 for 14 Sherman .

1.1.2 Scope of Work

The Scope of work includes the following:

1. Comprehensive review of all provided design documentation (i.e. construction drawings and specifications) required to perform accurate whole building energy simulation modeling.
2. Generate energy simulation models to capture subject property's total annual energy consumption to include all fuel sources required consumption.
3. Generate energy model baseline adhering to ASHRAE 90.1-2019 & -2022 Appendix G
4. Demonstrate performance of the design as compared to the baseline.

1.1.3 Reliance

Nova acknowledges and agrees that the Report may be relied upon by Hope Acts. This report has no other purpose and may not be relied upon by any other person or entity without the written consent of Nova. Either verbally or in writing, third parties may come into possession of this report or all or part of the information generated as a result of this work. In the absence of a written agreement with Nova granting such rights, no third parties shall have rights of recourse or recovery whatsoever under any course of action against Nova, its officers, employees, vendors, successors or assigns. Reliance is provided in accordance with Nova's Proposal and General Conditions executed by Hope Acts on April 20, 2026.

1.1.4 Proposed Model Energy Performance

The energy model for the proposed design performed approximately 26% and 22% better when compared to the ASHRAE 90.1-2019 & -2022 Appendix G baseline model, respectively.

1.1.5 Design Intent Parameters and Assumptions (SEDI)

Performance of the energy modeling requires evaluation of design intent. Available construction documents, as well as discussion with design engineers as appropriate determined the following proposed construction design characteristics. The following tables detail construction design items including:

1. The as-designed specifications
2. The energy model assumptions
3. Identification of "performance upgrade options" where the feasibility of a higher energy score is to be considered.

All building details are entered in section 3.0 of this report. If this is not the intention of the design team, please notify Nova to make necessary adjustments to the models and score.

PROPERTY LOCATION & WEATHER INFORMATION	
Weather Station - ID	997275 - Portland
Cooling Degree Days (CDD) °F	301
Heating Degree Days (HDD) °F	6,593
Setpoint temperatures below are used in energy simulation models	
Heating Setpoint Temperature °F	72
Cooling Setpoint Temperature °F	78
IECC Climate Zone	6

2.0 PROPERTY OVERVIEW AND UTILITY CONSUMPTION

2.1 Property Summary

PROPERTY SUMMARY	
Project Name	14 Sherman
Site Address	14 Sherman Street
City/State	Portland, ME
Building Type/Function	The property is currently operated as lodging. Nova reviewed plans for renovation and future use as a 5-unit multifamily property.
Number of Apartments	Thirteen (13)
Number of Residential Buildings	One (1)
Number of Floors	Three (3)
Number of units in a low-rise setting (1-4 stories)	Thirteen (13)
Number of units in a mid-rise setting (5-9 stories)	Zero (0)
Number of units in a high-rise setting (10+ stories)	Zero (0)
Number of Common Area Buildings	None
Other Uses	Administrative Office located on the lower level.
Swimming Pools Included	None
Parking Type & Square Footage Included	None
Amenities	Common laundry and storage
Year of Construction	Circa 1900's
Rentable Area	4,047
Gross Area as reported	8,213
Average occupancy	Modeled as 100% occupied

PROPERTY GROSS FLOOR AREA BREAKDOWN	
Net Rentable Area (SF)	4,047 square feet
Common Area (SF)	4,166 square feet
Total Gross Area	8,213 square feet
Source of Gross Area Figures	Measured from the client-provided CAD (DWG) files. Note that this gross area excludes the crawl space area.

UNIT MIX			
Apartment #	**Number of Bedrooms**	**# of Baths**	**Total SF**
1	3	1	890
2	3	1	912
3	2	1	696
4	2	1	646
5	3	1	904
	13	5	4,047

PROPERTY METERING SUMMARY	
Number of Owner-Paid Electricity Meters	Assumed One (1)
Number of Tenant-Paid Electricity Meters	None
Number of Owner-Paid Natural Gas Meters	Assumed one (1)
Number of Tenant-Paid Natural Gas Meters	None

3.0 ENERGY MODELING INPUTS AND ASSUMPTIONS

Permit set plans dated 06.23.25 describing architectural, mechanical, electrical, and plumbing details were provided for review. Additional specifications set and project details were also provided via Procore: Construction Management Software.

Conditions presented below are for the property as designed, not as constructed or existing conditions.

STRUCTURE		
Component	**Description**	**Upgrade Options**
Foundation Type	Building foundations consist of vented crawl spaces with one basement mechanical room	None
Wall Type and Framing	The existing superstructure will remain as brick masonry.	None
Upper Floor Framing	Upper floor framing consists of pre-manufactured trusses (Trus-Joist) supporting Plywood or OSB sub-floors with lightweight concrete fill.	None
Exterior Facade Description	Facades will remain as finished with brick masonry.	None
Roof Type	The building will remain as constructed with gable roofs	None
Roof Framing	Roof framing will remain as pre-manufactured wood trusses, supporting plywood or OSB roof sheathing.	None
Roofing Material	Building sloped roofs will remain as asphalt shingle, black or dark brown with conventional pigments.	None
Estimated ACHn rate	Blower door testing was not performed. Natural air changes per hour are estimated to be 0.37 ACHn following renovation and based on ASHRAE Standard calculations.	None

ENVELOPE INSULATION				
Slab	**Basement & Crawlspace Walls**	**Above Grade Walls**	**Roof/Attic**	**Upgrade Options**
N/A	3" XPS Rigid Foam, R-15	Existing Brick in addition to 5.5" Fiberglass Batt, R-25	R-40 blown-in Cellulose plus existing Fiberglass Batt, 5.5" R-20. Total R-60	None

DOORS AND WINDOWS		
Component	**Description**	**Upgrade Options**
Window Frame	Windows are aluminum framed.	None
Window Glazing	Windows are double glazed.	None
Window U-Value and SHGC Value	U-Factor: 0.27, SHGC: 0.4	None
Unit Entry Doors	Entry doors are wood doors in wood frames.	None
Common Area Building Exterior Doors	Entry doors are metal doors in wood frames.	None
Apartment Building Common Hallway Exterior Doors	None reported.	None

DOORS AND WINDOWS		
Component	**Description**	**Upgrade Options**
Sliding Glass/Patio Door Frames	None reported.	None
Sliding Glass/Patio Door Glazing	None reported.	None

APARTMENT HEATING SYSTEM SUMMARY	
Apartment Heating System Type	VRV Heat Pump
Apartment Heating Fuel	Electricity
Apartment Heating System Configuration	Individual heating systems are installed in apartments
Apartment Heating Equipment Location	Building exterior ground pad
Typical Efficiency	2.3 COP @ 17 degF
ENERGY STAR Rated	Daikin/REYA120AATJA does not currently carry the official ENERGY STAR label but exceed the minimum requirements for commercial equipment.
Apartment Fireplaces	Apartments are not equipped with fireplaces
Upgrade Options	None

COMMON AREA HEATING SYSTEM SUMMARY	
Common Area Heating System Type	Hydronic Heating
Common Area Heating Fuel	Natural Gas
Common Area Heating System Configuration	Heating systems are centrally located and shared between the office spaces on the admin level. This boiler also serves the DHW.
Common Area Heating Equipment Location	Central mechanical room
Typical Efficiency	95% AFUE
ENERGY STAR Rated	Yes
Common Area Fireplaces	There are no fireplaces located in common areas
Upgrade Options	None
NOTE: There used to be heat pumps installed to serve these spaces in addition to the hydronic heaters. However, these are not needed in order to meet thermal comfort standards.	

APARTMENT COOLING SYSTEM SUMMARY	
Apartment Cooling System Type	VRV Heat Pump
Apartment Cooling System Configuration	Individual cooling systems are installed to serve each apartment
Apartment Cooling Equipment Location	Ground Pad
Typical Efficiency	21.6 IEER
Upgrade Options	None

COMMON AREA COOLING SYSTEM SUMMARY	
Common Area Cooling System Type	There is a non-functioning multi-split heat pump serving the Administrative offices. However, per Appendix G, the energy model assumes this space is cooled via PTACs operating at baseline efficiency. This is desribed below.
Common Area Cooling System Configuration	Individual cooling systems are installed to serve each common area
Common Area Cooling Equipment Location	Through-Wall
Typical Efficiency	Approximately 9.9 EER
Upgrade Options	None

DISTRIBUTION, CONTROLS AND VENTILATION		
Component	**Description**	**Upgrade Options**
Ducted Distribution		
HVAC Duct Location	ERV ducts will be installed above the finished ceiling	None
HVAC Ductwork Air Sealing	ERV ducts will be air sealed.	None
HVAC Duct Insulation	ERV ducts will be insulated	None
Affected Systems	Exhaust and make-up air	None
HVAC Blower Fan Motors		
Type of Blower Fan Motors	Electronically Commutated (ECM)	None
Hydronic or Steam Distribution		
Type of Distribution	Hydronic baseboard	None
Affected Systems	Heating	None
Controls		
Apartment Thermostats	Programmable thermostats	Install smart/learning thermostats
Common Area Thermostats	Programmable thermostats	Install smart/learning thermostats
Ventilation		
Kitchen Ventilation Type	Mechanical Exhaust Fans - Central	None
Kitchen Exhaust Destination	Vented to the exterior.	None
Bathroom Ventilation Type	Mechanical Exhaust Fans - Central	None
Bathroom Exhaust Destination	Vented to the exterior.	None
Building Wide Exhaust and Make-up Air	Two (2) ERV systems will provide exhaust and make-up air. One will serve the apartments and run 24/7; the other will serve the admin level and run during occupied hours.	None

APARTMENT DOMESTIC HOT WATER SYSTEM SUMMARY	
Apartment DHW System Type	Boiler with Indirect Tank
Apartment DHW Fuel	Natural Gas
Apartment DHW System Configuration	Domestic hot water systems are centrally located and shared by apartments and common spaces
Apartment DHW Equipment Location	Central mechanical room
Typical Efficiency	95% AFUE
Apartment DHW Lines	We assumed that domestic hot water piping will be insulated where exposed.
Water Fixtures are WaterSense Certified	Yes
Upgrade Options	None

COMMON AREA DOMESTIC HOT WATER SYSTEM SUMMARY	
Common Area DHW System Type	Boiler with Indirect Tank
Common Area DHW Fuel	Natural Gas
Common Area DHW System Configuration	Domestic hot water systems are centrally located and shared by apartments and common spaces
Common Area DHW Equipment Location	Central mechanical room
Typical Efficiency	95% AFUE

COMMON AREA DOMESTIC HOT WATER SYSTEM SUMMARY	
Common Area DHW Lines	Domestic hot water piping was observed to be insulated where exposed.
Upgrade Options	None

PROPERTY LIGHTING				
Fixture Types	**Wattage**	**% of Total Fixtures**	**Upgrade Options**	**LPD (W/ft2)**
LED	5W - 30W	100%	Note that full lighting plans were not provided. For spaces that were not provided lighting info, we used either 2019 or 2022 code minimum values.	0.40

APARTMENT & COMMON AREA KITCHEN APPLIANCE SUMMARY		
Appliance	**ENERGY STAR?**	**Fuel**
Apartment Appliances		
Refrigerator	Yes	Electricity
Range/Oven	No	Electricity
Dishwasher	Not Present	N/A
Microwave	Assumed Present	N/A
Washer/Dryer	Not Present	N/A
Common Area Appliances		
Refrigerator	Not Present	N/A
Range/Oven	Not Present	N/A
Dishwasher	Not Present	N/A
Microwave	Not Present	N/A
Common Laundry	Yes	Electricity

POOLS AND SPAS - SUMMARY	
Summary	There are no pools or spas on site

4.0 PROJECTED ANNUAL ENERGY CONSUMPTION

SIMULATED ANNUAL ENERGY CONSUMPTION		
Building Component	**Natural Gas (Therms)**	**Electricity (kWh)**
2019		
Cooling	-	5,940
Heating	42	1,753
Ventilation Fans	-	11,225
Appliances and Receptacles	-	19,348
Domestic Hot Water	680	-
Interior Lighting	-	15,586
Exterior	-	2,190
Miscellaneous	-	964
Total	**722**	**57,006**
2022		
Cooling	-	5,959
Heating	42	1,592
Ventilation Fans	-	11,224
Appliances and Receptacles	-	19,348
Domestic Hot Water	678	-
Interior Lighting	-	16,603
Exterior	-	2,190
Miscellaneous	-	964
Total	**720**	**57,880**

BASELINE VS PROPOSED ENERGY SUMMARY						
	Site Electricity (kWh)	**Site Natural Gas (therms)**	**Total Site Energy (MBTU)**	**Total Source Electricity (MBTU)**	**Total Source Natural Gas (MBTU)**	**Total Source Energy (MBTU)**
ASHRAE 90.1-2019 Appendix G Baseline						
ASHRAE 90.1-2019 Appendix G Baseline	62,491	2,385	452	597	250	847
Proposed Design	57,006	722	267	545	76	620
% Difference	8.8%	69.7%	41.0%	8.8%	69.7%	26.8%
ASHRAE 90.1-2022 Appendix G Baseline						
ASHRAE 90.1-2022 Appendix G Baseline	63,082	1,893	404	603	199	801
Proposed Design	57,880	720	269	553	76	629
% Difference	8.2%	62.0%	33.4%	8.2%	62.0%	21.6%

5.0 EQUIPMENT LIST

The table below includes equipment specifications and whether equipment is ENERGY STAR or WaterSense certified.

Equipment Type	Make	Model	ENERGY STAR/WATER SENSE Certified
Appliances			
Refrigerator	LG	LTCS20020W	Yes
Dishwasher	Not Present	N/A	N/A
Range	GE	RBS360DMWW	No
Clothes Washer	LG	WM3400CW	Yes
Clothes Dryer	LG	DLEX4000	Yes
Plumbing Fixtures			
Bathroom Faucet	KOHLER	99492-4-CP	Yes
Kitchen Faucet	KOHLER	K-22972-CP	Yes
Showerhead	Niagra	N2945CH	Yes
Toilet	Niagra	N2235RB	Yes
MEP Equipment			
VRV Heat Pump	Daikin	REYA120AATJA (outdoor)	Daikin/REYA120AATJA does not currently carry the official ENERGY STAR label but far exceed the minimum requirements for commercial equipment.
Hydronic Boiler	Viessmann	Vitocrossal 300	Yes
DHW Boiler	Shared with space heating	Shared with space heating	Yes
ERV	Greenheck	ERVI-10-HE-RHE	Not eligible

6.0 LIMITATIONS

The energy model is contingent upon the architectural/engineering design parameters and energy modeling assumptions. Please be advised that any changes to the scope of the design may impact projected energy consumption and score. Energy models require assumptions regarding tenant behavior, private plug-load usage, heating and cooling setpoint temperatures, and other non-design variables, which affect actual energy consumption. Performance is contingent upon a controlled construction process supervised by an energy professional, and verified/commissions by a qualified professional. Nova assumes no liability if projected performance is not achieved.

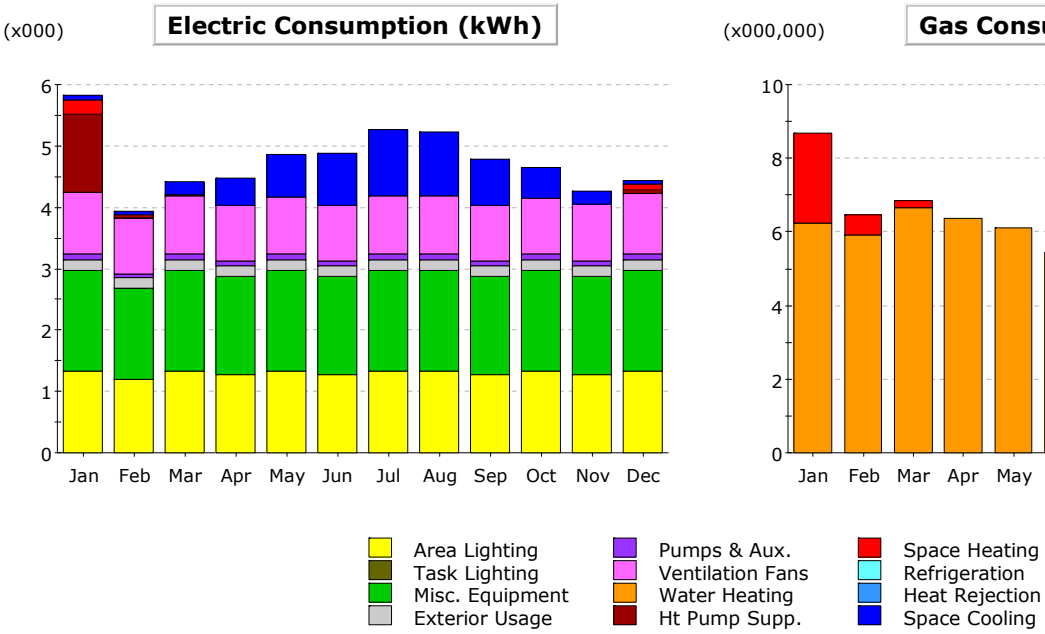
7.0 ENERGY CALCULATIONS AND ASSUMPTIONS

A property energy model was created using energy modeling software eQUEST based on appropriate and industry-accepted engineering formulas and standards for organizations such as ASHRAE. Nova cost estimates are based on construction cost data from sources such as RS-Means and technical discussions with equipment manufacturers and local contractors. The property owner may wish to solicit competitive bids from qualified contractors to ensure the most accurate pricing. Nova's cost estimates are general industry standards and may not account for all variations and specificities related to this site.

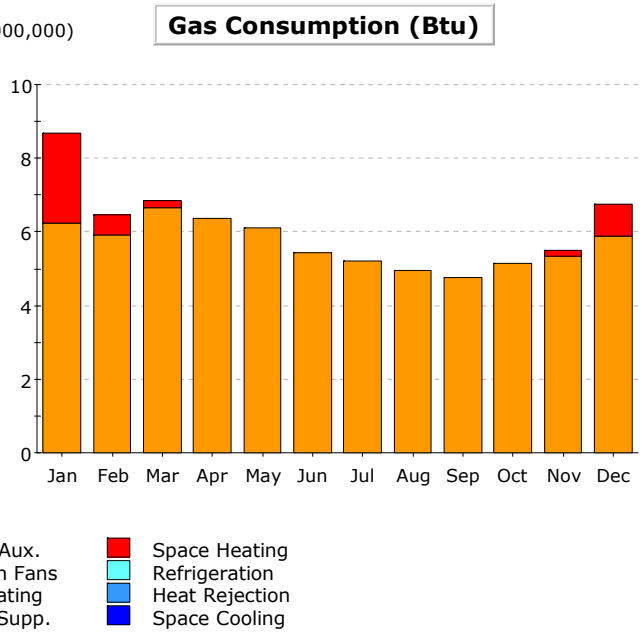
Energy Models were completed using eQuest 3.65 in accordance with ASHRAE 90.1-2019 & -2022 Appendix G in conjunction with EnergyStar Simulation Guidelines 2016.

EXHIBIT A: MODEL OUTPUT REPORT

(x000)



(x000,000)

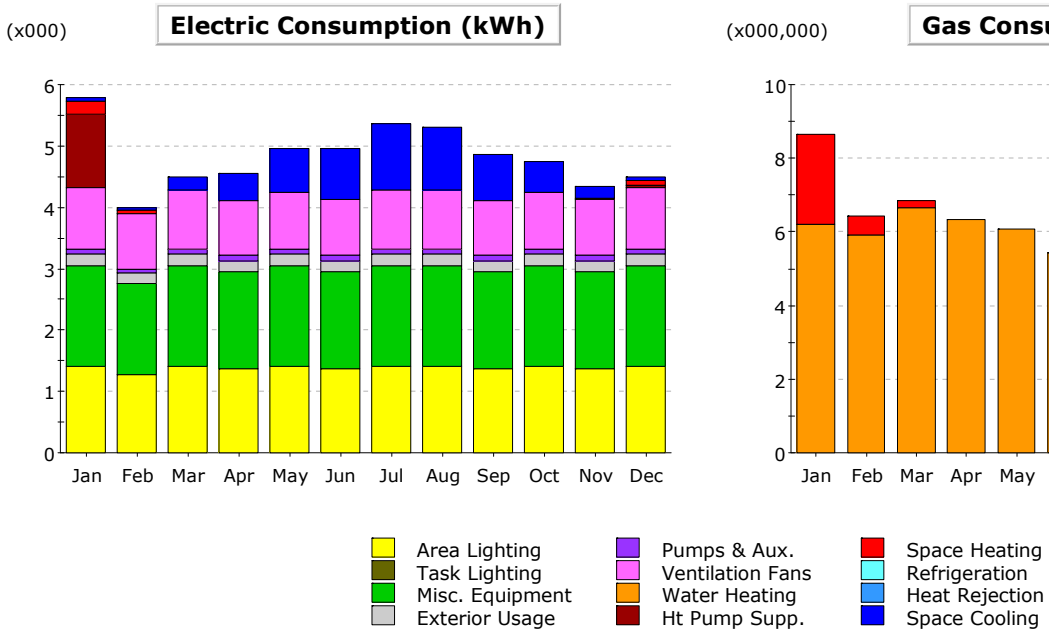


Electric Consumption (kWh x000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	0.07	0.05	0.21	0.45	0.70	0.84	1.08	1.03	0.75	0.50	0.20	0.05	5.94
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	0.24	0.05	0.01	-	-	-	-	-	-	-	0.01	0.10	0.41
HP Supp.	1.27	0.01	0.00	-	-	-	-	-	-	-	0.00	0.06	1.35
Hot Water	-	-	-	-	-	-	-	-	-	-	-	-	-
Vent. Fans	1.01	0.89	0.95	0.89	0.93	0.91	0.96	0.95	0.90	0.92	0.92	0.99	11.22
Pumps & Aux.	0.08	0.07	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.96
Ext. Usage	0.19	0.17	0.19	0.18	0.19	0.18	0.19	0.19	0.18	0.19	0.18	0.19	2.19
Misc. Equip.	1.64	1.48	1.64	1.59	1.64	1.59	1.64	1.64	1.59	1.64	1.59	1.64	19.35
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	1.32	1.20	1.32	1.28	1.32	1.28	1.32	1.32	1.28	1.32	1.28	1.32	15.59
Total	5.82	3.93	4.41	4.47	4.87	4.88	5.27	5.22	4.78	4.65	4.26	4.44	57.01

Gas Consumption (Btu x000,000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	-	-	-	-	-	-	-	-	-	-	-	-	-
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	2.46	0.52	0.19	-	-	-	-	-	-	-	0.16	0.86	4.19
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	6.23	5.93	6.66	6.36	6.10	5.45	5.21	4.95	4.76	5.13	5.33	5.88	68.00
Vent. Fans	-	-	-	-	-	-	-	-	-	-	-	-	-
Pumps & Aux.	-	-	-	-	-	-	-	-	-	-	-	-	-
Ext. Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Equip.	-	-	-	-	-	-	-	-	-	-	-	-	-
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	8.68	6.45	6.85	6.36	6.10	5.45	5.21	4.95	4.76	5.13	5.49	6.74	72.20



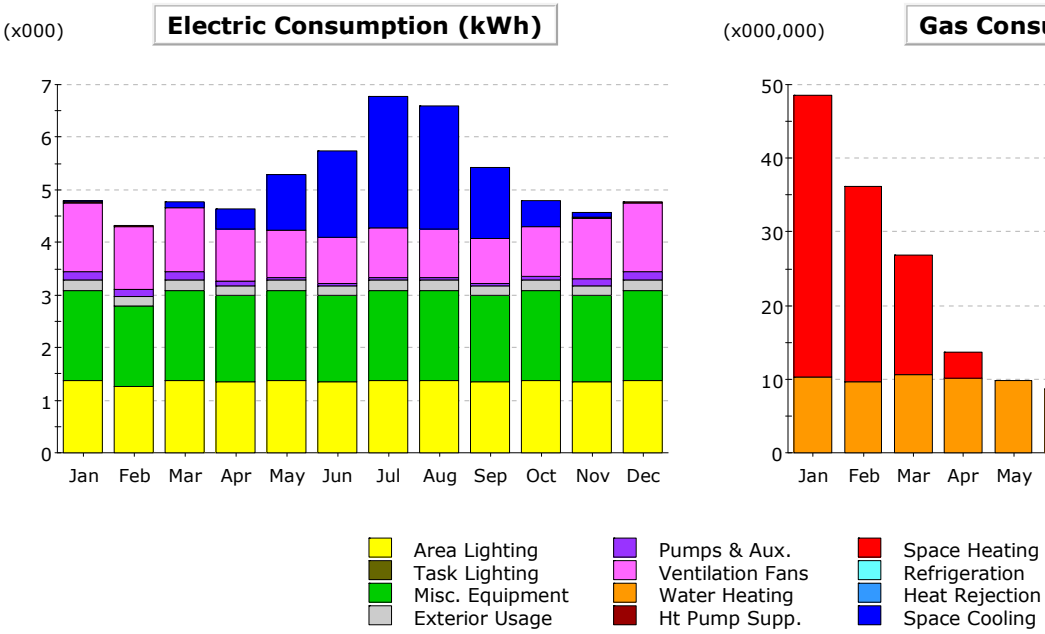
Electric Consumption (kWh x000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	0.07	0.05	0.21	0.45	0.70	0.84	1.08	1.04	0.75	0.50	0.21	0.05	5.96
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	0.21	0.04	0.01	-	-	-	-	-	-	-	0.01	0.08	0.35
HP Supp.	1.19	0.01	0.00	-	-	-	-	-	-	-	0.00	0.05	1.24
Hot Water	-	-	-	-	-	-	-	-	-	-	-	-	-
Vent. Fans	1.01	0.89	0.95	0.89	0.93	0.91	0.96	0.95	0.90	0.92	0.92	0.99	11.22
Pumps & Aux.	0.08	0.07	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.08	0.96
Ext. Usage	0.19	0.17	0.19	0.18	0.19	0.18	0.19	0.19	0.18	0.19	0.18	0.19	2.19
Misc. Equip.	1.64	1.48	1.64	1.59	1.64	1.59	1.64	1.64	1.59	1.64	1.59	1.64	19.35
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	1.41	1.27	1.41	1.36	1.41	1.36	1.41	1.41	1.36	1.41	1.36	1.41	16.60
Total	5.79	4.00	4.50	4.56	4.95	4.97	5.36	5.31	4.86	4.74	4.35	4.49	57.88

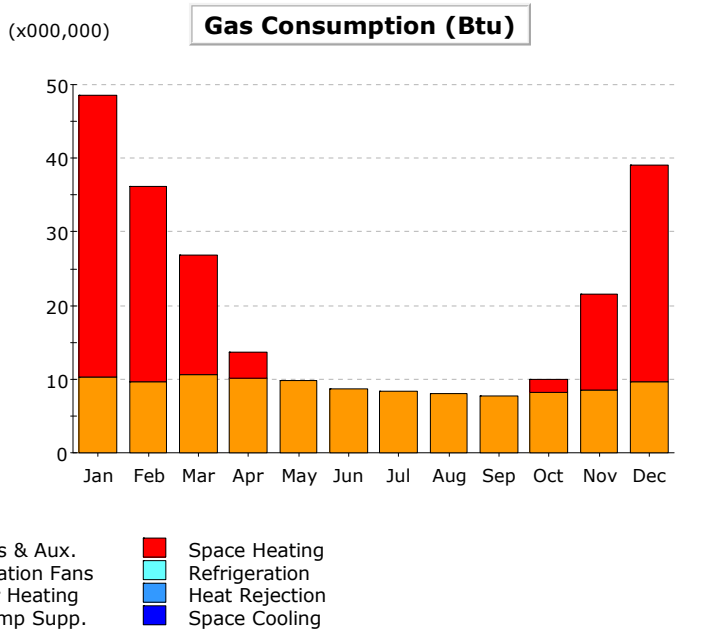
Gas Consumption (Btu x000,000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	-	-	-	-	-	-	-	-	-	-	-	-	-
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	2.44	0.52	0.19	-	-	-	-	-	-	-	0.16	0.85	4.16
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	6.21	5.91	6.65	6.35	6.08	5.43	5.19	4.93	4.75	5.11	5.31	5.87	67.79
Vent. Fans	-	-	-	-	-	-	-	-	-	-	-	-	-
Pumps & Aux.	-	-	-	-	-	-	-	-	-	-	-	-	-
Ext. Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Equip.	-	-	-	-	-	-	-	-	-	-	-	-	-
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	8.65	6.43	6.83	6.35	6.08	5.43	5.19	4.93	4.75	5.11	5.47	6.72	71.96

(x000)



(x000,000)



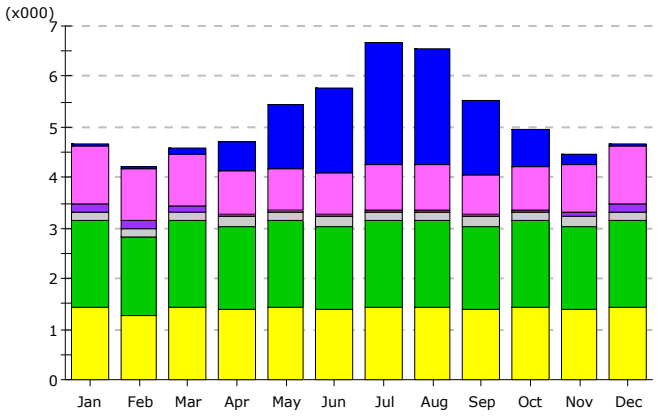
Electric Consumption (kWh x000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	0.02	0.00	0.09	0.39	1.07	1.66	2.49	2.35	1.37	0.47	0.10	0.00	10.00
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	0.03	0.02	0.01	0.00	0.00	-	-	-	0.00	0.00	0.01	0.02	0.10
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	-	-	-	-	-	-	-	-	-	-	-	-	-
Vent. Fans	1.31	1.19	1.22	0.99	0.90	0.87	0.96	0.93	0.85	0.96	1.15	1.31	12.65
Pumps & Aux.	0.16	0.14	0.16	0.09	0.05	0.04	0.04	0.04	0.04	0.07	0.14	0.16	1.14
Ext. Usage	0.19	0.17	0.19	0.18	0.19	0.18	0.19	0.19	0.18	0.19	0.18	0.19	2.19
Misc. Equip.	1.71	1.54	1.71	1.65	1.71	1.65	1.71	1.71	1.65	1.71	1.65	1.71	20.11
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	1.38	1.25	1.38	1.34	1.38	1.34	1.38	1.38	1.34	1.38	1.34	1.38	16.30
Total	4.79	4.32	4.76	4.64	5.30	5.74	6.77	6.60	5.43	4.78	4.58	4.78	62.49

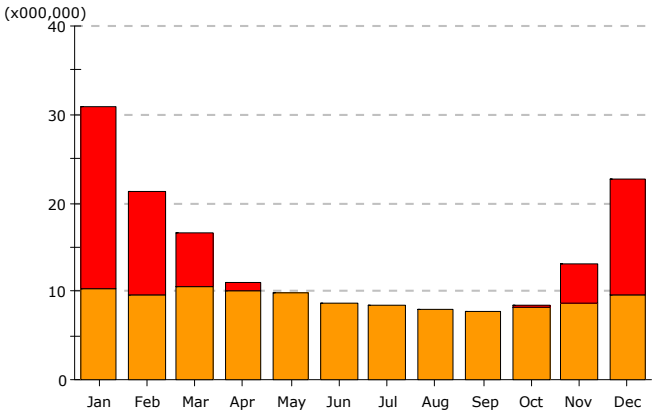
Gas Consumption (Btu x000,000)

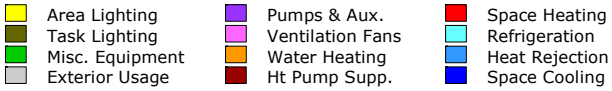
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	-	-	-	-	-	-	-	-	-	-	-	-	-
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	38.30	26.63	16.26	3.54	0.09	-	-	-	0.05	1.70	12.89	29.52	128.98
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	10.22	9.58	10.64	10.12	9.74	8.73	8.39	7.99	7.70	8.27	8.60	9.58	109.56
Vent. Fans	-	-	-	-	-	-	-	-	-	-	-	-	-
Pumps & Aux.	-	-	-	-	-	-	-	-	-	-	-	-	-
Ext. Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Equip.	-	-	-	-	-	-	-	-	-	-	-	-	-
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	48.52	36.21	26.90	13.66	9.83	8.73	8.39	7.99	7.74	9.97	21.49	39.11	238.54

Electric Consumption (kWh)



Gas Consumption (Btu)





Electric Consumption (kWh x000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	0.04	0.01	0.14	0.59	1.25	1.69	2.40	2.28	1.46	0.75	0.17	0.02	10.80
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	0.02	0.01	0.00	0.00	-	-	-	-	-	0.00	0.00	0.01	0.05
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	-	-	-	-	-	-	-	-	-	-	-	-	-
Vent. Fans	1.16	1.05	1.02	0.85	0.83	0.82	0.91	0.89	0.79	0.84	0.96	1.15	11.27
Pumps & Aux.	0.15	0.14	0.11	0.05	0.04	0.04	0.04	0.04	0.04	0.05	0.10	0.15	0.96
Ext. Usage	0.19	0.17	0.19	0.18	0.19	0.18	0.19	0.19	0.18	0.19	0.18	0.19	2.19
Misc. Equip.	1.71	1.54	1.71	1.65	1.71	1.65	1.71	1.71	1.65	1.71	1.65	1.71	20.11
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	1.43	1.29	1.43	1.38	1.43	1.38	1.43	1.43	1.38	1.43	1.38	1.43	16.80
Total	4.68	4.20	4.60	4.71	5.44	5.76	6.67	6.54	5.51	4.96	4.45	4.65	62.18

Gas Consumption (Btu x000,000)

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
Space Cool	-	-	-	-	-	-	-	-	-	-	-	-	-
Heat Reject.	-	-	-	-	-	-	-	-	-	-	-	-	-
Refrigeration	-	-	-	-	-	-	-	-	-	-	-	-	-
Space Heat	20.73	11.65	5.97	0.77	-	-	-	-	-	0.19	4.54	13.16	57.02
HP Supp.	-	-	-	-	-	-	-	-	-	-	-	-	-
Hot Water	10.21	9.56	10.62	10.11	9.72	8.71	8.37	7.97	7.68	8.26	8.58	9.57	109.37
Vent. Fans	-	-	-	-	-	-	-	-	-	-	-	-	-
Pumps & Aux.	-	-	-	-	-	-	-	-	-	-	-	-	-
Ext. Usage	-	-	-	-	-	-	-	-	-	-	-	-	-
Misc. Equip.	-	-	-	-	-	-	-	-	-	-	-	-	-
Task Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Area Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Total	30.94	21.21	16.59	10.88	9.72	8.71	8.37	7.97	7.68	8.45	13.12	22.73	166.39

RESUMES OF PROJECT TEAM

EMPLOYEE RESUME

USING BUSINESS AS A FORCE FOR GOOD

JAN DULLER

SENIOR PROJECT MANAGER, TECHNICAL TEAM LEADER

PROFESSIONAL EDUCATION

Bachelor of Arts, Psychology, Hunter College – City University of New York (CUNY), New York, NY – May 2016 Associates of Arts, Liberal Arts, Borough of Manhattan Community College – CUNY, New York, NY – Dec 2013

CERTIFICATIONS/QUALIFICATIONS

- Association of Energy Engineers (AEE) Certified Energy Auditor
- Association of Energy Engineers (AEE) Certified Building Commissioning Professional
- Building Performance Institute (BPI) Multifamily Building Analyst Professional (MFBA)
- U.S. Green Building Council (USGBC) eQUEST Energy Modeling for New
- USGBC Energy Modeling for Code Compliance, High Performance Buildings, and Building Retrofits
- OSHA 10-Hour Construction Health and Safety Certification
- New York city Energy Conservation Code – Local law 87 Compliance

SELECTED EXPERIENCE

Mr. Duller is an industry-established, integrity-driven professional equipped with broad engineering and technical knowledge grounded in multiple certifications and over five years of experience ensuring quality, safety, and compliance across diverse building inspection and property condition assessment activities. Mr. Duller is a decisive Senior Project Manager for Nova Group, fusing robust analytical, logistical planning, detail-focused organizational, effective time management, and creative problem-solving skills to prioritize and accomplish multiple parallel initiatives efficiently. He is a fair-minded, collaborative leader cultivating productive relationships, liaising across functionalities, and professionally communicating with clients and stakeholders while rallying crew members in the timely completion of assignments.

ENERGY AUDIT, ASHRAE LEVEL II

Mr. Duller led an energy audit team that performed ASHRAE Level II energy audits in residential and commercial buildings. He trained new audit team staff in energy audit techniques and best practices; devised and compiled energy conservation measures; presented findings in a meaningful way to clients; and prepared NYC Department of Buildings compliance documents.

BUILDING RETRO-COMMISSIONING

Mr. Duller identified current facilities requirements for residential and commercial buildings; performed functional and performance tests on heating and cooling systems; identified deficiencies in base building systems; provided building staff operation and maintenance protocol training; generated retro-commissioning requirement reports for clients; and acted as liaison between building owners/managers and contractors.

LEVI SIWEK, P.E.
SENIOR PROJECT MANAGER

PROFESSIONAL EDUCATION
Bachelor of Science, Mechanical Engineering (Energy & Environment), Arizona State University, Tempe, Arizona, May 2020
Master of Science, Mechanical Engineering, Arizona State University, Tempe, Arizona, May 2021

CERTIFICATIONS/QUALIFICATIONS
- Licensed Professional Engineer (P.E.) - HVAC & Refrigeration
  - Colorado Department of Regulatory Agencies
- Green Building Certifications
  - Multi-family Building Analyst (Building Performance Institute)
  - Green Globes Assessor (Green Building Initiative)
  - GreenPoint Rated New Home Rater (Build It Green)

SELECTED EXPERIENCE
Mr. Siwek has nearly three years of auditing experience in the residential and industrial space throughout the United States. He has conducted energy audits for a wide array of property owners, and during his time at the Industrial Assessment Center (IAC) while attending Arizona State University, he conducted audits of several small to medium-sized manufacturing plants in the Phoenix area. The properties he has evaluated include multifamily residential, student housing, senior living, retail, office, industrial, and hospitality. He also has experience in energy modeling, specifically the DOE-funded software eQUEST. He has modeled over 20 multifamily properties now benefitting from thousands of dollars in tax credits.

Mr. Siwek has conducted numerous energy, water, and waste audits while at Nova. These audits help produce reports for properties to meet their ESG goals and reduce their carbon emissions and greenhouse gases. He has also created new construction energy models to produce a Statement of Energy Design Intent (SEDI) score to be used to apply for Designed to Earn ENERGY STAR® recognition.

ENERGY MODELING
In order to produce a SEDI score, a licensed PE must stamp and approve the energy model created for it. Using eQUEST, Mr. SIwek created an energy model of a student housing building in Phoenix, Arizona, that was being renovated. The construction plans provided only showed renovation plans, meaning several key pieces of information had to be assumed by using ASHRAE 90.1 Appendix G as a guideline.

ENERGY, WATER, WASTE AUDITING
Mr. Siwek has conducted numerous energy, water, and waste audits following Fannie Mae guidelines. Further, he has conducted combustion efficiency testing on several New York State Integrated Physical Needs Assessment (IPNA) audits. This required working knowledge of natural gas heating appliances/machinery and how to safely operate them. Through his audits, energy efficiency upgrades that could save clients thousands of dollars can be recommended.

PROFESSIONAL ORGANIZATIONS
- Association of Energy Engineers (AEE), Colorado Local Chapter, Associate Member
- American Society of Heating, Refrigerating & Air-Conditioning Engineers (ASHRAE), Colorado Local Chapter, Associate Member

EMPLOYEE RESUME

USING BUSINESS AS A FORCE FOR GOOD

KEELY FELTON, CEA
CHIEF SUSTAINABILITY OFFICER

PROFESSIONAL EDUCATION
Bachelor of Arts, Animal Behavior, Haverford College, Haverford, Pennsylvania, 2001

CERTIFICATIONS/QUALIFICATIONS
- Association of Energy Engineers (AEE) Certified Energy Auditor (CEA)
- AEE Certified Measurement and Verification Professional (CMVP), expired 2019
- Multifamily Building Analyst Training (to BPI-MFBA standard) – 36 hours
- TRUE Advisor Training Program
- Certified Water Efficiency Professional Training Program
- Certificate of Proficiency in Building Benchmarking, Consortium for Building Energy Innovation and the Department of Energy
- Certified Green Globes Professional
- Green Globes Fellow
- Certified GreenPoint Rater, Existing Home Multifamily
- Certified GreenPoint Rated, New Home
- BREEAM USA In-Use Assessor
- ASTM E1527 Environmental Site Assessment (ESA) for Commercial Real Estate Certificate
- HAZWOPER 8-hour Refresher (OSHA 29 CFR, Part 1910.120)

SELECTED EXPERIENCE
Ms. Felton oversees Nova Energy Group, a division within Nova Group, GBC. The group delivers, on average, 30 energy and water audits in addition to other green deliverables per month. In this capacity, she issues and reviews reports for the agency green lending programs (Fannie Mae Green Rewards, Freddie Mac Green Up, and HUD) while working closely with Nova's debt clients to make sure that all pertinent information is communicated throughout the due diligence process.

Additionally, Ms. Felton enjoys long-term relationships with property owners meeting more targeted energy and water goals with the group's equity energy work. These services include energy benchmarking and ongoing monitoring of utility consumption, energy modeling, strategic energy planning, project management, measurement and verification of energy savings, and ESG services.

Ms. Felton obtained her Certified Energy Auditor and Certified Measurement and Verification Professional certifications from the Association of Energy Engineers. She is highly experienced with utility data analysis for a broad spectrum of multifamily properties. Additionally, she is proficient in the use of ENERGY STAR's Portfolio Manager for obtaining benchmark scores and certification. Ms. Felton is certified as a Green Globes Professional, GreenPoint Rater, and BREEAM USE In-Use Assessor.

PROFESSIONAL ORGANIZATIONS
- Association of Energy Engineers (AEE)
- Urban Land Institute (ULI)
- Build it Green
- Green Building Initiative (GBI), Board of Directors


Nova
Group
Carbon
Neutral
Report
novagroupgbc.com/carbonneutral

City of Portland | Executive Department
Danielle P. West, *City Manager*

To: Mayor and City Council Members
From: Greg Jordan, Assistant City Manager
Date: June 1, 2026
Re: Vision Zero Progress Report

In April 2025, the City Council adopted Resolve 8-24/25 affirming support for the region's Vision Zero Action Plan, which commits to eliminating traffic fatalities and serious injuries within two decades. The Vision Zero approach emphasizes a multidimensional Safe System framework, recognizing that human errors and misjudgments are inevitable and that transportation systems can and should be designed and managed to ensure such errors do not result in serious injuries or fatalities.

The City Council's action on this issue was in response to increasing incidents of crashes resulting in serious injuries and fatalities as well as community calls for stronger action. Since that time, staff have worked under the guidance of the Sustainability and Transportation Committee to develop Portland's Vision Zero program. Staff are scheduled to provide a detailed progress report to the Committee at its meeting on June 10, 2026. This communication represents a preview of the planned progress report.

The City's Vision Zero Program is organized along the following dimensions based on the Safe Systems Approach:

Table 1: Program Organization

Safe Systems Designation	Focus Areas	City Departments	Key Partners
Programmatic Support-Funding	Policy and Planning	Planning-Urban Development.	MDOT; PACTS; Community Groups
Safer Roads	Built Environment	Public Works	MDOT; PACTS; Community Groups
Safer Speeds	Limits and Enforcement	Public Works, Police	MDOT
Safer People	Community Engagement & Education	Communications & Digital Services	MDPS; PACTS; Community Groups
Post-Crash Care	Emergency Response and Evaluation	Police, Fire	MDOT, GPCOG

Using this framework, and with input from the ST Committee, staff developed a growing range of short and long-term actions. These actions are outlined below. A more substantial update will be provided to the ST Committee on June 10.

Objective 1: Programmatic Support and Funding

#	Action	6/2026 Progress Report
PF-1	City Council adoption of GPCOG's Vision Zero goal and plan adoption on April 14, 2025.	Completed April 2025
PF-2	Form a cross-departmental task force to oversee Vision Zero Action Plan.	In place with representatives from the Executive Office, Public Works, Police, Planning, Communications, Sustainability, Parking, GPCOG.
PF-3	Participate on GPCOG Vision Zero Panel	Ongoing - Public Works staff participating
PF-4	Update the City's Complete Streets Policy	Completed August 2025.
PF-5	Onboard consultant(s) and commence work on Comprehensive Transportation Plan	Completed. Funding appropriated in FY26 CIP, Project scoped in late 2025; Consultant selected in early 2026. Public kick-off taking place on June 11. A Stakeholder Advisory Group will be convened to help guide the plan; it will include representatives from a wide range of groups and organizations.
PF-6	Update the Street Design Technical Manual	In progress - Aiming to secure Planning Board approval in 2026.
PF-7	Identify sources of funding to support Action Plan measures.	FY27 CIP includes $1.1 million for Vision Zero related projects. Staff will share preliminary scoping with the ST Committee at its June 10 meeting. Portland awarded $2.1M from US DOT's Safe Streets for All grant program to design, implement, and evaluate demonstration projects on Brighton Ave. Portland awarded several rounds of state funding from Maine Department of Public Safety for support traffic enforcement. In May 2026 Portland submitted a Safe Streets for All Demonstration Grant application for approximately $24M through the U.S. DOT's Safe Streets and Roads for All grant program to fund the final design and construction of the Libbytown Safety Project.

Objective 2: Safer Roads

#	Action	6/2026 Progress Report
SR-1	Advance approved transportation CIP projects in alignment with Vision Zero goals.	A full project list will be provided to the ST Committee at the June 10 meeting.
SR-2	Department of Public Works (DPW) shall complete the following measures: • Confirm flashing school zone signs in all Portland Public School zones; • Install high-visibility safety flags at key pedestrian crossings on a trial basis; • Complete annual crosswalk painting.	DPW examined flashing school zone signs in 2025 and will confirm operability this year also. DPW is in the process of completing annual crosswalk painting and deploying crosswalk safety signs.
SR-3	DPW shall complete and document the following safety audits: • Arterial crosswalk safety and lighting; • School zone safety; • On-street parking near intersections.	These assessments are in progress - findings and recommendations will be communicated to the ST Committee in June-July 2026.
SR-4	To ensure safe and appropriate street lighting, DPW will: • Prepare quarterly reports on street light operability and performance; • Determine approach to evaluate citywide street lighting including coverage, brightness, technology and costs.	The FY27 CIP includes $300k to fund a city-wide lighting study focused on arterial and collector level streets. An RFP for consultant assistance to perform this work will be issued during summer 2026. DPW performs routine "point-in-time" scans of street light operability and has developed a semi-annual report. The Fall 2025 report shows that about 94% of Portland's 6,449 street lights are functional. DPW is working to further develop these metrics and apply appropriate benchmarks for ongoing performance and repair response times.
SR-5	Conduct review of sidewalk snow ordinances in Chapter 25 with possible recommendations for changes.	Staff will recommend including this item on the Sustainability and Transportation Committee's 2026 workplan targeting a fall 2026 review.
SR-6	**NEW OBJECTIVE** - Review the City's program for implementing community sponsored Transportation Demonstration Projects	This 3 year old program invites community proposals for minor traffic calming installations. Subject to City approval and license agreements with insurance requirements, community groups are cleared to conduct installations, handle maintenance, and collect data. As of May 2026, 8 proposals have been received and are in the final stages of approval. City staff are aware of community concerns that the administrative and insurance requirements are a burden and could limit future installations. Staff will complete a review of the program with stakeholder input by December 2026. If changes are justified, these will be made in advance of the 2027 season.

#	Action	6/2026 Progress Report
SR-7	**NEW OBJECTIVE** - Work with PACTS and MDOT to maximize inclusion of Vision Zero & Complete Street elements in projects approved for inclusion in MDOT's 3 year work and the Statewide Transportation Improvement Program.	City staff aim to build on historical success advancing major transportation projects by advocating for the inclusion of Complete Streets elements in corridor paving projects, intersection reconstructions, and other projects where complete streets elements can be reasonably added. The MDOT and PACTS funding and project selection processes are complex, challenging to fully understand and effectively influence, and constrained by limited funding. City staff are working to advance Portland's priorities and continue to advocate for greater transparency in decision-making process.

Objective 3: Safer Speeds

#	Action	6/2026 Progress Report
SS-1	Police Department (PD) will surge traffic enforcement in the "high risk network" as identified in GPCOG's Vision Zero Plan and MaineDOT's Crash Database.	PD is working to onboard additional staff to strengthen traffic enforcement. With grant funding, the Police Department has conducted 126 (four hour) enforcement details during 2025. The focus has been areas with a high incidence of vulnerable user accidents. Through March 2026, PD conducted 924 traffic stops and issued 299 citations. In 2025, PD conducted 3,885 traffic stops (25% more than in 2024) and issued 1,118 citations (110% higher than in 2024).
S.S-2	Based on findings of speed/traffic studies, DPW will install up to 4 speed feedback in FY26. Subject to additional resources DPW will work to accelerate installation of additional signs.	During 2025, DPW installed 10 speed feedback signs including on the following streets: Lambert Street (2); Riverside Street (2); Allen Avenue (2); Woodfords Corner (2); and Aldworth Street (2). There are now 28 speed feedback signs installed across the City of Portland.
SS-3	Conduct a policy analysis on the introduction of red light cameras as an enforcement tool.	PD Staff are preparing a preliminary assessment of this technology for the June ST Committee and will be requesting direction on next steps.
SS-4	Develop a prioritized program of arterial and collector speed studies in appropriate coordination with MaineDOT.	DPW staff are developing a prioritized list of arterial and collector speed studies with priority placed on the high crash and/or high injury network. This preliminary review will be shared with the ST Committee at its June meeting.

Objective 4: Safer People (SS)

#	Action	6/2026 Progress Report
SS-1	Implement a communications campaign aimed at both motor vehicle operators as well as bicyclists and pedestrians.	The Communications & Digital Services Department (CDD) has worked with Maine Department of Public Safety and Maine Bureau of Highway Safety on a community led public messaging campaign that will kick off on June 11 with a joint press conference. Portland staff are in the process of building a localized communications campaign that will complement and expand on the State campaign to launch later this summer.

Objective 5: Post-Crash Care (PC)

#	Action	6/2026 Progress Report
PC-1	PD will rejoin GPCOG's Traffic Incident Management Committee on a trial basis.	Portland Police Department staff are actively engaged in this regional forum which focuses on traffic incident response and safety in the greater Portland, Maine area.
PC-2	Analyze crash data to determine effective local or system level interventions and measure progress toward Vision Zero goal.	Portland contracted with GPCOG to prepare quarterly reports on crash data, trend analysis, findings, and recommendations. GPCOG's next quarterly report will be provided to the ST committee in July 2026. Staff are aware of community suggestions that the City should conduct more comprehensive and formal post-crash investigations to determine the need for specific locational or system level changes. City staff are reviewing this recommendation with appropriate departments and Corporation Counsel.
PC-3	Consider changes to how the Police Department communicates with the public on initial crash reports and completed investigations.	The Police Department has prepared new guidelines for issuing initial post-crash press releases and providing updated information once investigations are fully complete.

VISION ZERO
2025 Annual Crash Report



Too many people are losing their lives or suffering serious injuries on Portland's streets.

That's why, in April 2025, the City adopted the Greater Portland Council of Governments' Vision Zero Action Plan, committing to eliminate traffic fatalities and severe injuries while advancing safe, healthy, and equitable mobility for all. This report summarizes 2025 crash trends and highlights patterns to guide safety improvements in Portland.

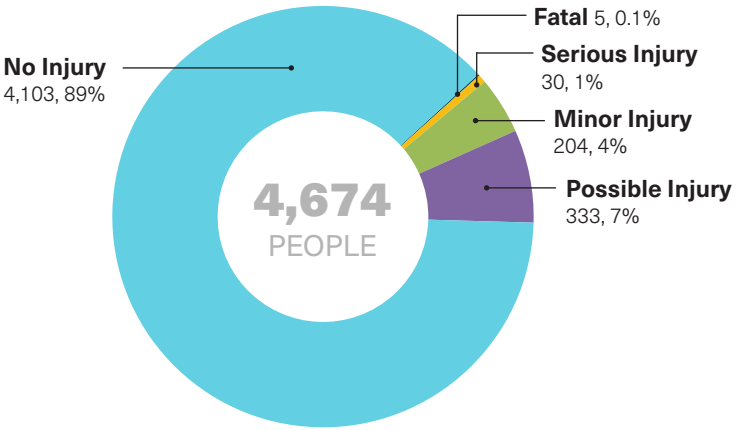
All Crashes

In 2025, there were 2,318 crashes in Portland that required a police response that involved 4,674 people. Hundreds were injured, including 30 serious injuries and five fatalities.

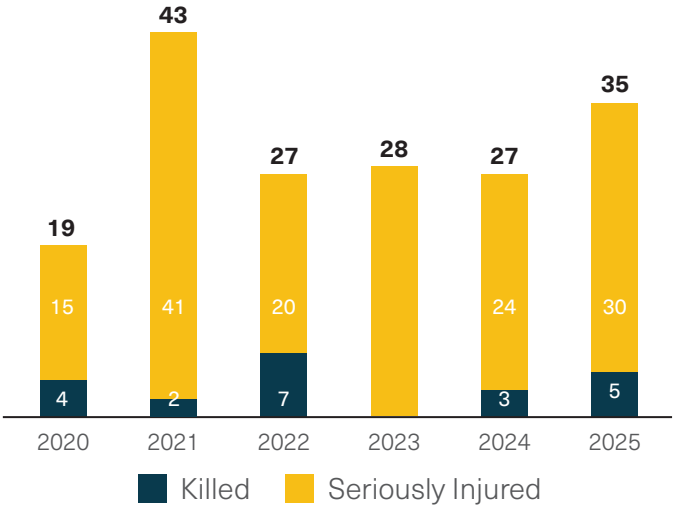
Fatal & Serious Injury Crashes

While serious injury and fatal crashes make up a small share of all crashes, they cause the greatest harm, which is why the Vision Zero approach — and this report — prioritizes these highest-severity crashes. In 2025, 35 people were killed or seriously injured, up from the prior three years. This increase underscores the ongoing risk on Portland's streets, particularly given the five fatalities. Although totals fluctuate year to year, severe crashes remain a persistent challenge and demand targeted, data-driven safety interventions.

PEOPLE INVOLVED IN CRASHES BY INJURY



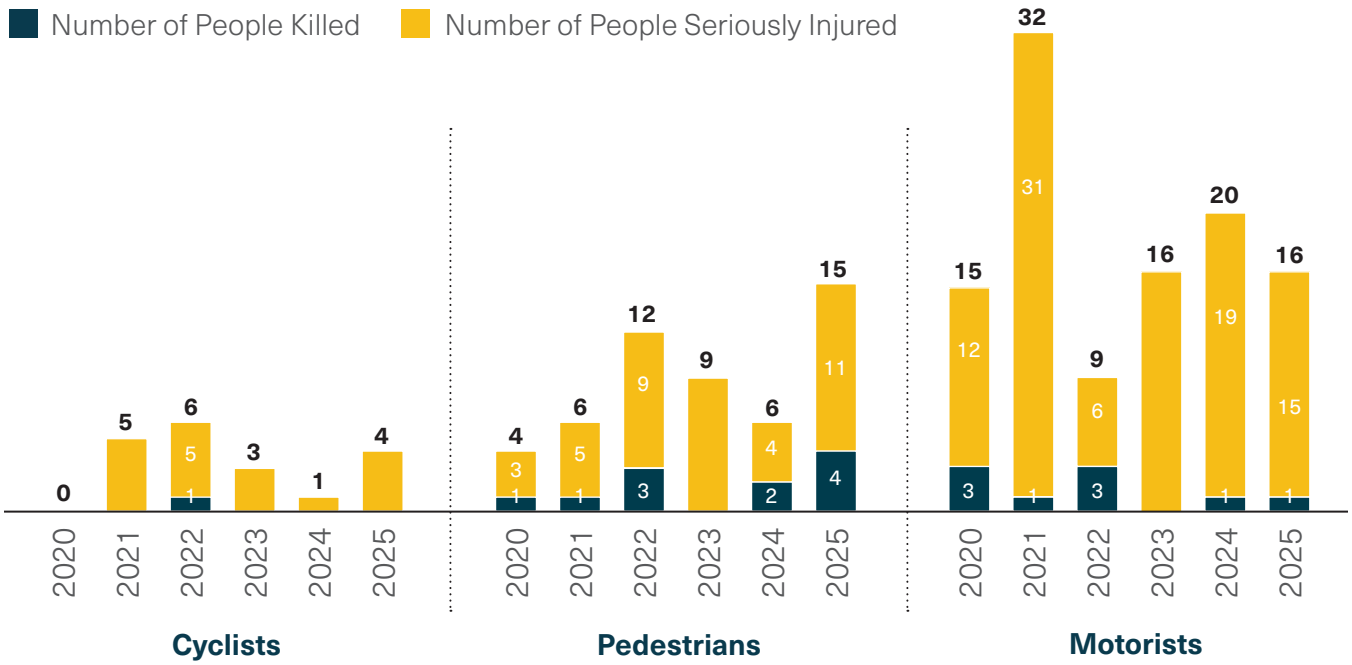
PEOPLE SERIOUSLY INJURED OR KILLED



Source: MaineDOT

CRASHES BY TRAVEL MODE

Source: MaineDOT



Crashes by Travel Mode

The graph above shows the number of people killed or seriously injured in crashes from 2020-2025, broken down by cyclists, pedestrians, and motorists.

Notably, pedestrian fatalities and serious injuries were higher in both categories than any year from 2020 through 2024. Cyclist and motorist trends remain inconsistent from year to year, with no clear downward trend. The sharp increase in pedestrian crashes in 2025 stands out as the most concerning shift.

Pedestrians and Cyclists

Despite being less frequent, pedestrian and cyclist crashes account for a disproportionate share of severe outcomes. People walking or cycling face a far higher risk of serious injury or death than motorists. As the table to the right shows, in 2025 four of the five people killed were pedestrians. Of the 38 pedestrian-involved crashes that occurred, 14 (39%) resulted in serious injury or death. Cyclists also face elevated risk. Of the 43 cyclist-involved crashes, four (9%) resulted in serious injury or death. By comparison only 16 of 2,237 motor vehicle crashes (.007%) resulted in serious injury or death. These patterns highlight the need for targeted safety improvements where people walk and bike most. The next page shows how serious injury and fatal crashes break down by additional key factors.

2025 CRASHES BY TRAVEL MODE

	Killed	Seriously Injured	Killed + Seriously Injured	Total Crashes*
Cyclists	0	4	4	43
Pedestrians	4	11	15	38
Motorists	1	15	16	2,237
Total	5	30	35	2,318

Source: MaineDOT

*All police reported crashes from no injury to fatal

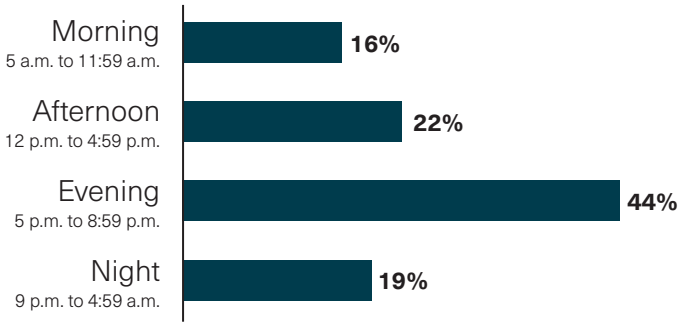
4 of the 5 people** killed in 2025 were **pedestrians

2025 Crash Data Summary

TOTAL SERIOUS INJURY + FATAL CRASHES	# OF PEOPLE KILLED	# OF PEOPLE SERIOUSLY INJURED	TOTAL CRASHES
32	5	30	2,318

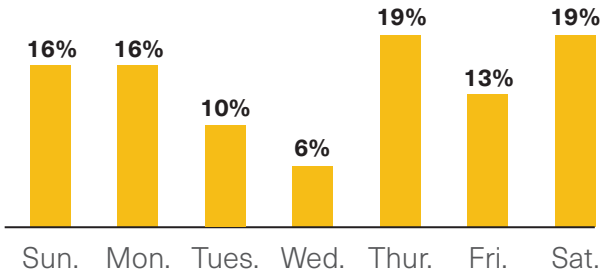
Takeaway: In 2025, 32 severe crashes resulted in five deaths and 30 serious injuries, out of 2,318 total crashes reported by Portland Police ranging from no injuries to fatal.

TIME OF DAY



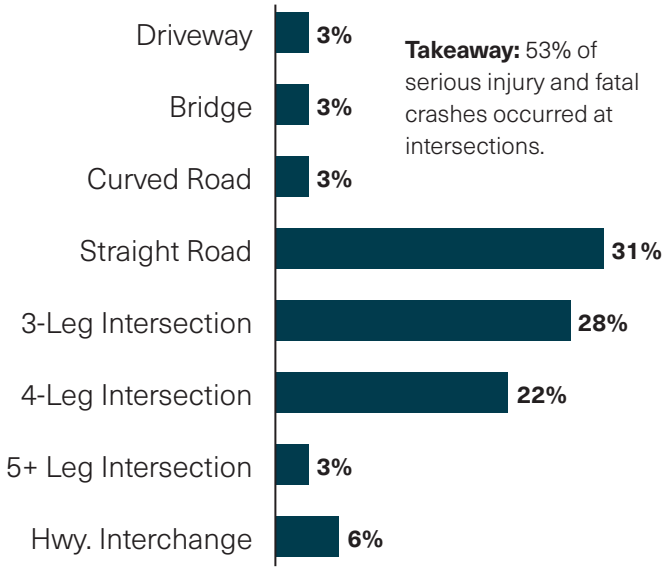
Takeaway: Nearly two-thirds (63%) of serious injury and fatal crashes occurred in the evening or night, when lighting and visibility are lower.

DAY OF WEEK



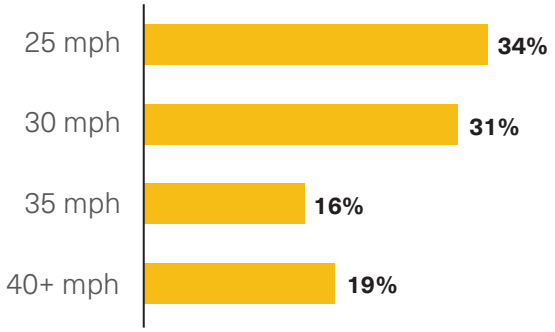
Takeaway: With only 32 serious injury and fatal crashes, no clear day-of-week trend emerges. Crashes are generally distributed across the days of the week.

TYPE OF LOCATION



Takeaway: 53% of serious injury and fatal crashes occurred at intersections.

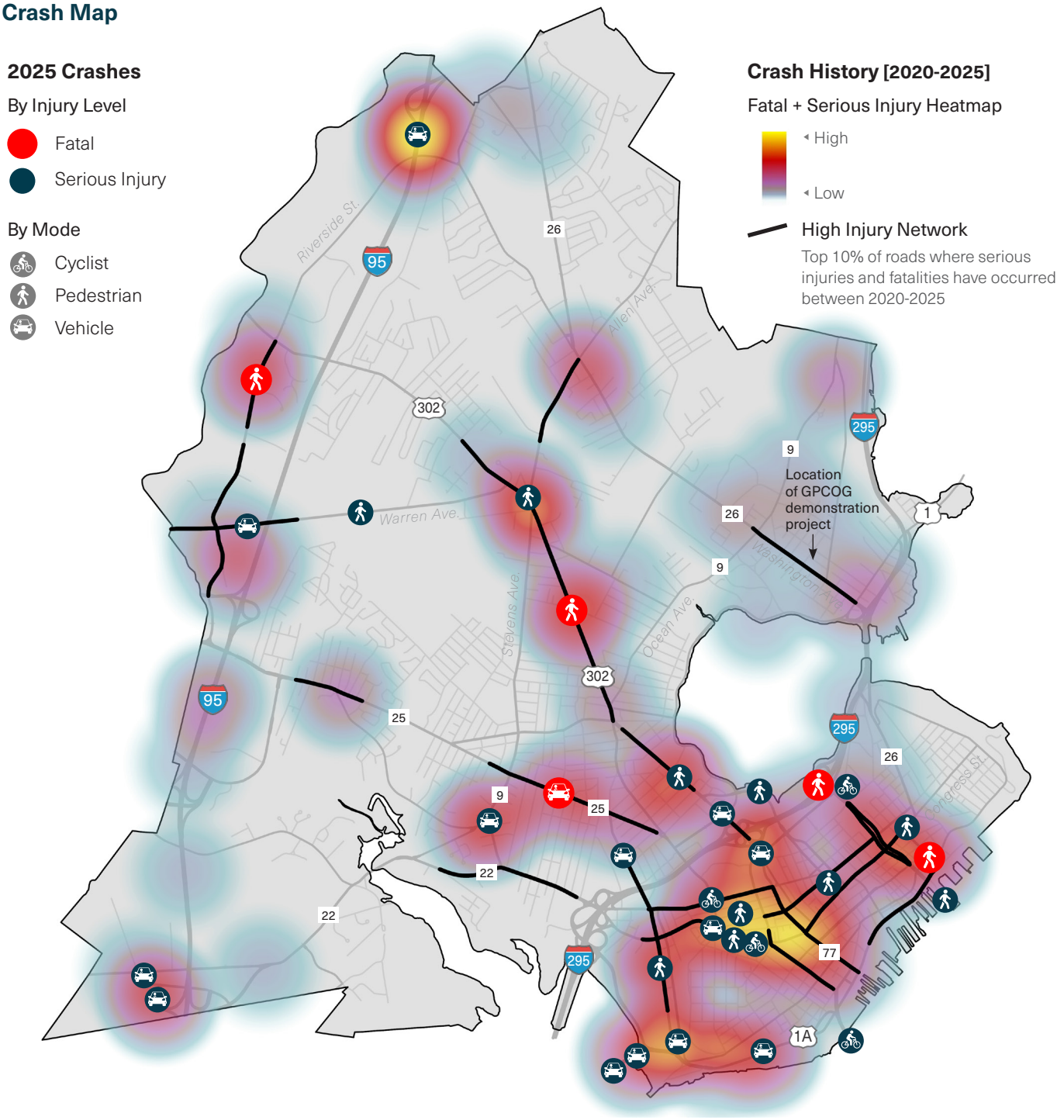
SPEED LIMITS



Takeaway: The majority of serious injury and fatal crashes (66%) occurred on roads posted at 30 mph or higher.

Source: MaineDOT

Crash Map



Crashes by Location

The map above shows the locations of serious injury (dark blue) and fatal (red) crashes that occurred last year in Portland by travel mode, overlaid with a 2020-2025 heatmap showing areas with higher and lower crash frequency. It also highlights Portland's High Injury Network (black), a layer prepared by the Greater Portland Council of Governments using the Safer Streets Priority Finder. The High Injury Network shows the top 10% of roads where serious injuries and fatalities have occurred between 2020-2025. Most 2025 serious and fatal crashes occurred on this network, suggesting it may be a potential priority for safety improvements.

Crash Details

Road / Route	Jurisdiction*	Date	Time of Day	Mode	Location	Speed Limit	Serious Injury	Killed
India St.	State Hwy	1/3/25	12:20 PM	Pedestrian	4-leg int.	25 mph	0	1
W. Commercial St. (Rt. 1A)	State Hwy	1/4/25	9:30 PM	Vehicle	Straight rd.	40 mph	1	0
Saint John St.	State Hwy	1/9/25	7:50 PM	Pedestrian	3-leg int.	30 mph	1	0
Forest Ave. (Rt. 302)	State Hwy	1/12/25	10:10 PM	Vehicle	5+ leg int.	30 mph	1	0
Stevens Ave. (Rt. 9)	State Hwy	1/13/25	12:50 PM	Vehicle	3-leg int.	30 mph	1	0
Forest Ave. (Rt. 302)	State Hwy	1/20/25	7:30 PM	Pedestrian	3-leg int.	30 mph	1	0
Brighton Ave. (Rt. 25)	State Hwy	2/1/25	9:10 PM	Vehicle	3-leg int.	30 mph	0	1
Riverside St.	State Hwy	2/23/25	7:25 PM	Pedestrian	Straight rd.	35 mph	0	1
Forest Ave. (Rt. 302)	State Hwy	3/2/25	9:15 PM	Pedestrian	Straight rd.	30 mph	0	1
Valley St.	State Hwy	3/9/25	8:10 PM	Vehicle	4-leg int.	25 mph	2	0
Park Ave. (Rt. 22)	State Hwy	4/7/25	9:50 AM	Bicyclist	4-leg int.	30 mph	1	0
Forest Ave. (Rt. 302)	State Hwy	4/28/25	2:15 PM	Pedestrian	Straight rd.	30 mph	1	0
Veterans Bridge	State Hwy	5/3/25	10:50 PM	Vehicle	Bridge	45 mph	1	0
I-95 Exit 46	Toll Hwy	6/12/25	6:30 PM	Vehicle	Interchange	25 mph	1	0
I-95 SB Exit 52	Toll Hwy	6/20/25	6:45 PM	Vehicle	Interchange	60 mph	1	0
Congress St.	State Hwy	6/29/25	4:50 PM	Bicyclist	3-leg int.	25 mph	1	0
Sherman St.	Local	7/15/25	12:50 PM	Pedestrian	4-leg int.	25 mph	1	0
Warren Ave.	Driveway	8/16/25	9:40 AM	Vehicle	Driveway	45 mph	1	0
Forest Ave. (Rt. 302)	State Hwy	8/19/25	6:05 PM	Vehicle	4-leg int.	30 mph	1	0
Deering Ave.	State Aid Hwy	8/21/25	8:05 PM	Vehicle	3-leg int.	25 mph	1	0
Franklin St.	State Hwy	8/23/25	7:40 PM	Bicyclist	4-leg int.	35 mph	1	0
Congress St.	State Hwy	8/24/25	4:20 PM	Pedestrian	Straight rd.	25 mph	2	0
Saint John St.	State Hwy	9/16/25	7:30 PM	Vehicle	Straight rd.	30 mph	1	0
I-295 NB	State Hwy	9/20/25	10:40 PM	Vehicle	Straight rd.	55 mph	2	0
Skyway Dr.	State Hwy	9/25/25	8:50 PM	Vehicle	Curved rd.	25 mph	1	0
Maine State Pier	Local	9/26/25	2:05 AM	Pedestrian	Straight rd.	25 mph	1	0
Casco Bay Bridge	State Hwy	9/26/25	9:50 AM	Bicyclist	3-leg int.	40 mph	1	0
Preble St.	State Hwy	10/1/25	3:30 PM	Pedestrian	Straight rd.	25 mph	1	0
Preble St. Ext.	State Hwy	10/23/25	8:50 PM	Pedestrian	3-leg int.	35 mph	1	0
Congress St.	State Hwy	11/19/25	7:10 PM	Pedestrian	3-leg int.	25 mph	1	0
Franklin St.	State Hwy	11/20/25	5:05 PM	Pedestrian	4-leg int.	35 mph	0	1
Warren Ave.	State Hwy	12/29/25	7:27 AM	Pedestrian	Straight rd.	35 mph	1	0
							30	**5**

All 2025 serious injury and fatal crashes in Portland sorted by date / Source: MaineDOT

**State Highways are maintained by the City, but MaineDOT controls major projects, design, and speed limits; Toll Highways fall under the Maine Turnpike Authority.*

Crash Patterns & Risk Factors

Analysis of serious injury and fatal crashes in Portland in 2025 reveals several clear patterns:

- **Wider, busier roads pose higher risk:** Nearly all crashes occurred on state or toll highways rather than local streets. These roads are wider, carry higher traffic volumes, and support higher speeds. Because MaineDOT controls design, major projects, and speed limits, collaboration with MaineDOT is essential to improve safety.
- **Crashes cluster on the Peninsula and key corridors**: The most severe crashes are concentrated on the Peninsula and its major connecting corridors.
- **Speed is a critical factor:** Most serious crashes occurred on roads posted at 30 mph or higher. Even at legal speeds, higher speeds increase the likelihood of severe or fatal injuries, especially for people outside vehicles.
- **Pedestrians and cyclists face disproprotionate risk:** Pedestrians and cyclists were involved in nearly half of all serious and fatal crashes.
- **Low-light conditions increase exposure and risk:** A majority of crashes occurred at night, when reduced visibility endangers everyone.
- **Human error always a factor:** While individual police reports are not shown for privacy reasons, they indicate a range of contributing factors, including failure to yield, impaired or distracted driving, signal violations, and other forms of human error from all users alike. These crashes occurred under routine conditions and during everyday travel, reinforcing a core Vision Zero principle: people make mistakes, and streets should be designed so those mistakes do not result in serious injury or death.

Implications for Action

The crash patterns and risk factors point to a few clear areas where changes can help reduce serious injuries and deaths on Portland streets.

- **Slowing traffic on major corridors:** Wide, fast streets increase crash risk. Using street designs that naturally slow vehicles and setting lower speed limits can reduce crashes and severity.
- **Making intersections safer:** Intersections are frequent sites of severe crashes. Shortening crossing distances, slowing turning vehicles, and giving pedestrians a head start can reduce conflicts.
- **Adding safer places to cross:** Pedestrian crashes often occur where crossing options are limited. More visible crosswalks, cleared sightlines at crosswalks, raised crosswalks, curb extensions, and median refuge islands, among other treatments can make streets safer and easier to cross.
- **Improving lighting:** Most severe crashes happen after dark. Better lighting near crosswalks and along busy corridors helps drivers see people walking and biking sooner.

Next Steps

To track progress toward zero, the Vision Zero Task Force will continue providing updates on crash trends and key safety actions. Upcoming milestones include:

- Implement Vision Zero Quick Action Plan [2025-2026]
- City Council Approval of Updated Complete Streets Policy [2025]
- Develop and Adopt Portland Vision Zero Action Plan [2025-2026]
- Planning Board Approval of Updated Street Design Technical Manual [2026]
- Complete Comprehensive Transportation Plan [2027]

MEMORANDUM
City Council Agenda Item

FROM:	Brendan T. O'Connell Finance Director
DATE:	May 26, 2026
SUBJECT:	Order 139-25/26 Approving the Payment-in-Lieu-of-Tax (PILOT) Policy - Sponsored by Finance Committee, April Fournier, Chair
SPONSOR:	April Fournier, Finance Committee Chair. The Finance Committee voted on January 29, 2026 to recommend passage of this item as amended, vote 2-0 (Councilor Fournier absent).

(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 2/23/2026 **Final Action 2/23/2026**

Can action be taken at a later date: No Policy is intended to be implemented for FY27.

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

PRESENTATION: No additional presentation. Staff from the Finance Department will be available to answer questions on the policy.

I. SUMMARY

After several years of development, the Finance Committee unanimously passed a draft Payment in Lieu of Tax (PILOT) Policy at the January 29, 2026 meeting for consideration by the full City Council.

II. AGENDA DESCRIPTION

The Finance Committee voted on January 29, 2026 to recommend passage of this item as amended, vote 2-0 (Councilor Fournier absent).

In recent years, several Council Committees have worked towards the goal of development of a voluntary Payment in Lieu of Taxes (PILOT) policy for the City of Portland. At the January 29, 2026 Finance Committee meeting, the Committee members in attendance unanimously recommended a draft policy for consideration by the full Council. The policy has been shaped by many years of outreach and input from peer cities, elected officials, City staff, and exempt entities. Many of the PILOT policy core components are a direct result of feedback received during the multi-year policy development process.

See the Background section of memorandum for additional information on the PILOT policy and key components.

This item was read on February 23 at which point it was postponed to March 2. On March 2 it was postponed to June 1. Staff recommend further postponing this item. Five affirmative votes are required for postponement or passage after public comment.

III. BACKGROUND

In recent years, several Council Committees have worked towards the goal of development of a voluntary Payment in Lieu of Taxes (PILOT) policy for the City of Portland. This includes work by the Economic Development Committee and more recently the City's Finance Committee in late 2024 through early 2026. At the January 29, 2026 Finance Committee meeting, the Committee unanimously recommended a draft policy for

consideration by the full Council. The policy has been shaped by many years of outreach and input from peer cities, elected officials, City staff, and exempt entities. Many of the PILOT policy core components are a direct result of feedback received during the multi-year policy development process.

The PILOT policy has five key components.

1) The PILOT policy is completely voluntary. No tax-exempt organization will be compelled legally or statutorily to make contributions.

2) The PILOT policy would be applied equally to all tax-exempt organizations who own property in the City. Based on feedback received from the exempt organizations in the City (specifically tax-exempt nonprofit organizations who were concerned about the potential impact to small and medium sized nonprofits, despite the policy being completely voluntary) an exemption of $10M in property value has been included in the policy for each organization. This means that the PILOT requests are based on only the value in excess of $10M owned by each exempt organization, eliminating or significantly reducing PILOT requests to smaller and medium sized exempt entities.

3) The PILOT policy and requested voluntary PILOT contributions are designed to help offset the cost of basic City services consumed by all entities. These services represent approximately 40% of the regular property tax rate, and are public safety (police, fire, emergency 911 communications), and basic infrastructure services (snow removal, public spaces maintenance).

4) The PILOT policy includes a SILOT component, a services in lieu of taxes credit. Institutions may receive up to a 50% PILOT credit for qualifying community programs and services that uniquely benefit Portland residents. This opportunity for credit is in recognition of the community partners and exempt organizations who help reduce the burden on certain types of City services. In the case of exceptional opportunities for partnership, including for organizations who provide significant housing to address the housing affordability crisis in Portland, the 50% cap may be exceeded. The SILOT component of the policy was a key addition during the Committee process to highlight the essential contributions to the community from our exempt entity partners. An annual report highlighting the community benefits provided by our exempt entities will be published each year. The FY24 example from the City of Boston has been included in the backup materials.

5) The new PILOT program will be phased in over a three-year period beginning in FY27, with a build up of 10% of the normal voluntary PILOT requested in FY27, 30% requested in FY28, and 50% requested in FY29 and beyond. In practice, this phase in provides an affordable and predictable phase in period. As an example, a taxable parcel worth $15M would receive a property tax bill of $179,700 in FY26 based on current mill rate of $11.98. Under this PILOT policy, after consideration of the reductions in 1-5, the year 1 PILOT request would only be 1.33% of regular taxes due, rising to approximately 6.67% of regular property taxes due in Year 3 and thereafter. See Appendix A of the PILOT policy for additional calculation examples.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The PILOT policy directly addresses the 2026 City Council Goal to “Support Affordability for All Residents Through New Revenue Policies and Targeted Tax Relief” and more specifically “Consider a policy amendment to diversify city revenue streams to offset taxpayer burden (e.g, fiscal impact of cruise ships, Payment in Lieu of Taxes).” Although there are no guarantees of additional / diversified revenues as a result of this policy, it will open the door to many conversations with exempt entities across the City and potentially lead to future partnership including formal PILOT agreements.

V. FINANCIAL IMPACT

As noted previously, there is no guarantee that this PILOT policy will generate additional revenue as any PILOT payments would continue to be completely voluntary. There are also no significant new expenses anticipated as a result, as there would only be a small cost (estimated at under $1000) associated with the mailing of a few hundred PILOT payment requests.

VI. STAFF ANALYSIS AND BACKGROUND

N/A – See Background and Intended Results sections for complete details

VII. RECOMMENDATION

Move passage for implementation for FY27

VIII. LIST ATTACHMENTS

1. Order - Approving PILOT Policy
2. City of Portland - PILOT Policy - Finance Committee Recommended Draft - 1_29_2026
3. FY24 PILOT Community Benefits Summary and FY24 Recap - City of Boston
4. 2026.06.01 Public Comment - Order 139

Prepared by:
Brendan T. O'Connell
Finance Director
Date: 05/26/2026

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 PAYMENT-IN-LIEU-OF-TAX (PILOT) POLICY

ORDERED, that the Payment-in Lieu-of-Tax (PILOT) Policy is hereby adopted as attached hereto.



CITY OF PORTLAND, MAINE

PAYMENT IN LIEU OF TAXES POLICY (PILOT)

Revised: September 1, 2025 Effective: July 1, 2026

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DRAFT

1. PURPOSE

In order to maintain the high standard of municipal services that Portland has historically provided, the City Council has established a policy for PILOT (Payment-In-Lieu-of-Tax) contributions from tax-exempt property owners (referred to hereafter as "exempt property" owners). The purpose of this PILOT policy document is to summarize the uniform policy to be applied to the exempt properties within the City. The policy is intended to provide clarity to exempt organizations who wish to locate in Portland. The policy includes monetary payments and consideration of other services provided by exempt organizations. The policy also provides guidance for City staff when approached with questions about PILOT policy requirements.

2. THE NEED FOR A FORMAL PILOT POLICY

According to the City Tax Assessor, the amount of tax-exempt property within the City of Portland has risen to approximately $3.93 billion dollars as of June 30, 2025. If this nearly $4B of property were taxable, it is estimated that the City's property tax rate would be almost 20% lower due to spreading the property tax burden across a larger base. The rise in exempt valuation has put increasing pressure on the remaining property owners in Portland (referred to hereafter as "non-exempt property" owners) to fully fund the broad spectrum of critical services offered to all residents and visitors to Portland.

The City recognizes that exempt organizations contribute directly to the quality of life within the community and welcomes these organizations. Portland has historically been recognized as a leader in Maine in the area of higher education, arts and culture, social services, public health, equity and religious freedom. The City's location, status as the economic engine of Northern New England, located just under 2 hours north of Boston, with easy access via major highway, bus, rail, and jetport, makes it attractive for exempt organizations. This demand for land and

buildings to operate exempt organizations has absorbed significant amounts of taxable property within the City in recent years. The loss of taxable property value impacts affordability for residents, local businesses and the overall Greater Portland community. In order to maintain the financial health of the community as a whole and to continue to provide a range of quality services, the City must set an objective to maintain its existing tax base composition and expand it where reasonably possible. Strong PILOT policies have been used in municipalities nationwide to achieve this objective. Several key reasons noted for adoption of strong PILOT policies are listed below.

- With an increasing amount of exempt property within a City, exempt entities should share in the cost of basic services which benefit them. Police, fire protection, and road maintenance are the costs most frequently allocated to exempt property owners in other municipalities.

- A strong PILOT policy has the potential to help ease the tax burden on non-exempt property owners, and create a more equitable distribution of the tax levy across those who consume core City services.

- PILOT policies help address inequities created by tax exemptions (i.e., the greatest tax savings goes to organizations who have the most valuable property holdings).

- PILOT policies can reduce inefficient location decisions made by exempt entities (i.e., tax-exempt status creates an incentive for these entities to locate in cities where the tax savings are highest and the public services provided by the jurisdiction are broadest).

DRAFT

3. FIVE BASIC PRINCIPLES OF THE PILOT POLICY

I. Participation in the PILOT Program is voluntary

Consideration was given to seeking an ordinance change to require PILOT payments and ensure more uniform participation. However, any attempt to impose a legal or statutory requirement would face significant opposition and runs counter to the spirit of partnership between the City and its local institutions that a successful PILOT program would provide.

II. PILOT should be applied equally to all current and future exempt groups in Portland

All exempt institutions should participate in the PILOT program. While significant focus has been placed on the City's medical and educational institutions and their growing footprint, the City's museums, cultural facilities, and other significant exempt institutions share a similar interest in the financial health of and core services provided by the City.

While broad participation is essential to the program's success, the City has determined that an exception should be made for small and medium sized exempt entities which may lack the resources to fully engage in the PILOT process. In response to significant feedback from the community regarding impact of a program on small exempt organizations, an exemption of **$10 million** in assessed property value has been added into the PILOT policy. An exemption of this amount will be applied to all organizations under this policy, one per parcel owner, eliminating the PILOT completely for the smaller institutions which own less than ten million in property value, while mitigating the financial impact of PILOT payments on medium sized organizations owning property valued at just beyond this threshold.

III. PILOT contributions should offset cost of basic City services:

PILOT policies nationwide set contribution levels at an amount designed to cover the portion of the tax levy related to basic and core City services. For purposes of this PILOT, those services have been designated as public safety services (police and fire) and basic infrastructure services including public spaces maintenance and snow removal. To enhance predictability for organizations impacted by the policy, and to prevent significant year over year fluctuations in base amount, the PILOT contribution level (i.e. the estimated portion of the tax levy related to basic and core City services) has been set at 40% of the regular property taxes due. However, in addition to the exemption from II above, there are additional potential PILOT credits and a phase-in period as outlined in IV and V below.

IV. PILOT policy includes a SILOT (Services In Lieu of Taxes) deduction

Community benefits are an important aspect of an institution's contribution to the City. Institutions may receive up to a 50% PILOT deduction for qualifying community programs and services that uniquely benefit Portland residents. This opportunity for credit is in recognition of the community partners and exempt organizations who help reduce the burden on certain types of City services. In the case of exceptional opportunities for partnership, including for organizations who provide significant housing to address the housing affordability crisis in Portland, the 50% cap may be exceeded. Institutions may also receive a credit on their PILOT in the amount of real estate taxes paid on properties that would ordinarily qualify for a tax exemption based on use, as well as a credit for costs paid which would otherwise be paid. Section 6 of this document contains more detail on criteria for the SILOT deduction.

V. The new PILOT formula should be phased in over a 3-year period starting in FY 2027

While the payments currently made by some institutions approach the levels indicated by the program levels recommended above, most institutions fall below the recommended amounts. Institutions will require time to make the necessary adjustments in their budget and financial plans to accommodate increased PILOT amounts. To ensure a smooth transition, staff recommends that the new formula be phased in over a time period of not less than three years (see Calculation of Payment Due section for more details).

VI. The new PILOT formula should factor in other voluntary payments or required service fee payments to the City

Many exempt entities make fully voluntary, non-required contributions to the City on an annual or recurring basis. These payments should be deducted from the PILOT amounts that would normally be due. Similarly, any required or contracted payments under MRS Title 36 M.R.S. § 508 “Service Fees” should also be deducted from the PILOT amounts that would normally be due.

4. IS THE PILOT POLICY APPLICABLE TO MY ORGANIZATION?

All exempt organizations are encouraged to participate in the PILOT policy. As noted previously an exemption amount of $10M will be applied to all organizations under this policy, eliminating the PILOT completely for the smaller and medium sized institutions, while mitigating the financial impact of PILOT payments on institutions just beyond this threshold. These exempt organizations will be noted in the PILOT Policy Annual Results published each fiscal year.

DRAFT

5. CALCULATION OF PILOT PAYMENT DUE

PILOT contributions are based on the value of real estate owned by an institution. The calculation of recommended PILOT payment due can be determined as follows:

Step 1: Begin with total assessed value of exempt property owned by an organization

Step 2: Subtract the $10M of PILOT exemption*

Step 3: Divide by $1000 (the mil rate is applied per $1000 of assessed value)

Step 4: Multiply by the current City of Portland fiscal year mill rate

Step 5: Multiply by 40%

Community Benefit Credit: Subtract any agreed upon SILOT credit (see Section 6 for more details on SILOT).

***Note - $10M exemption is applied per parcel owner, not per parcel.**

The calculation begins with 100% of an exempt property owner's assessed value related to their exempt property only (i.e., non-exempt property is already included in the regular property tax billing and should be excluded from the PILOT calculation). The $10M of PILOT exemption should be subtracted from this total, and the remaining total should be divided by $1000 and multiplied by the current City of Portland fiscal year mill rate. The result should be multiplied by 40% to determine the PILOT amount due. The 40% represents the cost of the City's "core" services which are public safety (Police, Dispatch and Fire Departments) and basic public spaces maintenance / winter operations. After any phase in period, the PILOT payment due could be further reduced by any available SILOT (Services-in-lieu-of-taxes) credit which has been applied to the exempt organization by the City. SILOT credits are not guaranteed to every organization and are calculated on a case by case basis by the City. The SILOT credit may not exceed 50% of

the total amount of the PILOT due. See the SERVICES IN LIEU OF TAXES (SILOT) CREDIT section for complete details on SILOT criteria and calculation.

6. SERVICES IN LIEU OF TAXES (SILOT) CREDIT

In consideration of the community benefits of the exempt organization within the City, the PILOT policy includes a deduction for services provided. A list of items which could qualify for SILOT credit are listed below. In general, only activities which are outside an exempt organization's core mission would be considered for SILOT credit. However, exceptions will be considered when a direct benefit to City of Portland residents can be reliably measured. An exempt entity will have an opportunity on an annual basis to outline their SILOT contributions via a standard form distributed with the estimated PILOT bill.

Participation in City Initiatives

- Targeted scholarships for Portland residents
- Summer Job Creation / Youth Employment
- Set Up Health Disparities Initiative

Policy Based Collaborations

- Public/Community Health Initiatives
- Partnerships with Local Schools
- Job Training Initiatives
- Direct support on City Council Goals / participation on Task Forces

Other Direct Contributions

- Real Estate Taxes on Property Used for Institutional Purposes
- Donations to City capital projects or initiatives
- Donations in kind (e.g., real estate, personal property)
- Provision of services otherwise provided by the City (e.g., snow removal on public right of way, maintenance of a public facility, security services provided in public areas)
- Significant contributions to City's housing stock
-

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Good Neighbor Activities

- Volunteer Efforts of Students/Employees
- Sponsorships of local organizations

A non-comprehensive listing of items which would NOT qualify for SILOT credit is below:

- Real Estate Taxes on Property used for Non-institutional Purposes
- Linkage Payments
- Permit Inspection Fees
- Student Spending
- Salaries Paid to Employees
- Construction Costs
- Purchase of Goods, Services
- Grants Received / Outside Money
- Operating Support for Community Health Clinics
- Unreimbursed Medicare or Medicaid

If an exempt property owner is considering a formal PILOT payment to the City and would like SILOT credit, the Finance Department should be contacted to begin the process.

7. ANNUAL BILLING AND THREE-YEAR PHASE IN (FY27-FY29)

Annual Billing

The annual billing for the PILOT will be performed by City staff. PILOT bills will be sent on a semiannual basis on a schedule similar to regular property tax billing – typically PILOT bills will be sent in July of each fiscal year. A SILOT credit application will also be enclosed with the PILOT bill and each exempt organization will have 30 days to complete and return form. The City will review the forms and notify each organization of SILOT credits received – including a revised PILOT bill for the current fiscal year. PILOT payments will be due on the regular property tax payment dates – typically the second Friday in October and March of each year.

Three Year Phase In – New PILOT Agreements

For any exempt organizations impacted by this policy, who currently exist in the City and are remaining in their existing locations, a three-year phase in is permitted. The amounts due in the first three tax years of the new program are listed below and should be calculated based on Step 1 through Step 5 in the Calculation of Amount Due section above. In future fiscal years, the payment calculation could remain at=the normal PILOT amount due assuming that a full community benefit credit is received.

FY27 – 10% of the normal PILOT amount
FY28 – 30% of the normal PILOT amount
FY29 – 50% of the normal PILOT amount

FY30 and thereafter - Full PILOT requested, less $10M exemption and any community benefit credit received.

8. GUIDANCE FOR CITY STAFF – ENCOURAGING PARTICIPATION IN THE PILOT PROGRAM AND ANNUAL REPORTING ON PILOT PAYMENTS

Several common transactions should be used as opportunities for City staff to inform exempt organizations about the PILOT policy and in some cases encourage participation.

Property Sale – Where conversion to exempt property	Strongly encourage signing of a new PILOT payment agreement, present policy along with standard agreement.
Building Permit – Where conversion to exempt property	Strongly encourage signing of a new PILOT payment agreement, present policy along with standard agreement.

Zoning Amendment Request	Strongly encourage signing of a new PILOT payment agreement, present policy along with standard agreement.
Site Plan Review	Inform of PILOT policy – present copy of document
Passage of Formal Pilot Policy / Amendments to PILOT Policy	Notify all potentially impacted exempt organizations

Finally, the Finance Department along with the Assessors Department will publish a **PILOT Annual Report** by December 31 of each calendar year beginning in 2027, noting the amount of regular property tax which would be due if the entity was non-exempt, the amount of PILOT requested in the current year via letter for each parcel, amount paid, and amount remaining unpaid. The report will also detail community benefits provided by each entity in future years after the phase-in period.

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Appendix A - Examples of PILOT Payments Due by Exempt Property Value

As a reminder, the PILOT amount due can be calculated as follows:
1) Begin with the total exempt assessed value of an organization
2) Subtract the amount of PILOT exemption from the assessed value (one exemption per organization)
3) Divide by $1,000 (the mill rate is applied per $1,000 of assessed value)
4) Multiply by the current City of Portland fiscal year mill rate (FY26 rate is $11.98)
5) Multiply by the amount of the estimated portion of the regular tax rate dedicated to basic services (40%)
6) Prorate the amount due based on the proposed phase in - 10% in Year 1, 30% in Year 2, 50% in Year 5 (and beyond, assuming community benefit criteria is met after Year 5).

EXAMPLE #1 - ENTITY WHICH OWNS $10,000,000 OF EXEMPTY PROPERTY VALUE ASSUMES FULL COMMUNITY BENEFIT CREDIT OF 50%			
VALUE OF EXEMPT PROPERTY OWNED	$10,000,000		
PILOT EXEMPTION AMOUNT	$10,000,000		
Year 1 PILOT Amount	Fully Exempt		
Year 2 PILOT Amount	Fully Exempt		
Year 3 PILOT Amount	Fully Exempt		
Note - Full property taxes for a homeowner with a $10,000,000 non-exempt hom			**$119,800**

EXAMPLE #2 - ENTITY WHICH OWNS $15,000,000 OF EXEMPTY PROPERTY VALUE ASSUMES FULL COMMUNITY BENEFIT CREDIT OF 50%			
VALUE OF EXEMPT PROPERTY OWNED	$15,000,000		
PILOT EXEMPTION AMOUNT	$10,000,000		
		% of full property taxes	
Year 1 PILOT Amount	$2,396	1.33%	
Year 2 PILOT Amount	$7,188	4.00%	
Year 3 PILOT Amount (and thereafter)	$11,980	6.67%	
Note - Full property taxes for a homeowner with a $15,000,000 non-exempt hom			**$179,700**

EXAMPLE #2 - ENTITY WHICH OWNS $25,000,000 OF EXEMPTY PROPERTY VALUE ASSUMES FULL COMMUNITY BENEFIT CREDIT OF 50%			
VALUE OF EXEMPT PROPERTY OWNED	$25,000,000		
PILOT EXEMPTION AMOUNT	$10,000,000		
Year 1 PILOT Amount	$7,188		
Year 2 PILOT Amount	$21,564		
Year 3 PILOT Amount (and thereafter)	$35,940		
Note - Full property taxes for a homeowner with a $25,000,000 non-exempt hom			**$299,500**

Summary of FY24 PILOT Community Benefits

As outlined by the 2011 PILOT Taskforce, PILOT Community Benefits are broadly defined as services that directly benefit City of Boston residents; support the City's mission and priorities with the idea in mind that the City would support such an initiative in its budget if the institution did not provide it; emphasize ways in which the City and the institution can collaborate to address shared goals; and, are quantifiable. Lastly, PILOT Community Benefits should include only those investments that are above and beyond the institution's existing commitments such as Institutional Master Plan requirements, Article 80 requirements, Determination of Need and the like.[1] Examples of PILOT Community Benefits programs include academic scholarships, job training initiatives, health disparities programs. More detailed examples of FY24 Community Benefit programs can be found below.

In FY24, **40 institutions** submitted PILOT Community Benefits reports totaling $256.4M, of which $229.0M were considered eligible. Given that an institution can only receive community benefits credit for 50% of its PILOT request, **$63.7M in community benefits credit was accepted** in total this year. Institutions partnered with approximately **590 local organizations** to implement these programs.

To better understand the impact of PILOT Community Benefits across the city, this year's submissions were broadly categorized. The following categorization is a preliminary assessment based on the information provided about each Community Benefit by our partner institutions. All submitted Community Benefits were categorized, with the exception of some programs which require more information before making an assessment. Please note that additional benefits to the community through Institutional Master Plan requirements, Article 80 requirements, Determination of Need and other means are not accounted for in this analysis.

[1] For more information on Institutional Master Plans coordinated by the Boston Planning & Development Agency, see http://www.bostonplans.org/planning/institutional-planning/institutional-planning

Table 1: Preliminary Assessment of Community Benefits Programs FY19-24[2]

Category	FY19 Value	FY20 Value	FY21 Value	FY22 Value	FY23 Value	FY24 Value
Education: post-secondary access, scholarships, school funding, supports and resources, and investment in educational environment	**$53M**	**$65.4M**	**$72.4M**	**$73M**	**$91.2M**	**$120M**
Community Health: community health initiatives, education and outreach beyond the charitable mission of the institution	**$27.2M**	**$28.7M**	**$31.9M**	**$33M**	**$33.8M**	**$36.9M**
Good Neighbor Activity: donations of facilities, goods, and/or supplies, monetary support of community associations, volunteer activities, and paid student internships	**$27.9M**	**$16.4M**	**$16.5M**	**$18.4M**	**$21.8M**	**$26M**
Built Environment: active transportation options, parks and open space, access to healthy foods	**$17.3M***	**$18.5M**	**$17.2M**	**$16.4M**	**$15.5M**	**$18.1M**
Cultural: access to cultural spaces, activities and programs	**$10.4M***	**$11.0M**	**$5.7M**	**$4M**	**$8.6M**	**$14M**
Employment: workforce development programs, job readiness training, summer jobs program	**$4.6M**	**$4.3M**	**$4.6M**	**$3.3M**	**$3.4M**	**$4.2M**
Violence Prevention: youth violence, sexual violence and other community violence prevention and public safety programs	**$4.9M**	**$4.0M**	**$3.5M**	**$4.5M**	**$4.3M**	**$4.9M**
Housing: development and maintenance of safe, stable, affordable living accommodations**	**$579K**	**$863K**	**$1.0M**	**$1.1M**	**$1.8M**	**$3M**
City Fellowships and Direct Funding: fellowships, co-ops and direct funding to City departments	**$2.6M**	**$2.6M**	**$1.1M**	**$2.5M**	**$2.6M**	**$2.1M**
Social Environment: social networks, participation, cohesion, capital, support, inclusion, integration, and norms	**$4.6M**	**$1.3M**	**$832K**	**$65K**	**$74K**	**$90K**
Grand Total	**$157.4M**	**$153.2M**	**$154.5M**	**$156.4M**	**$183M**	**$229M**

*These FY19 values have been adjusted given an error in last year's reporting on community benefit submissions. Harvard University's Arnold Arboretum now falls under the Built Environment category (in FY19, it was erroneously placed in the Cultural category).

[2] Please note that FY19 was the first year that Community Benefits Programs were categorized.

**For more information on student housing, see Student Housing Trends 2021-22 Academic Year.

To further understand the impact of PILOT Community Benefits across the city, institutions also submitted information about the neighborhoods served by every program. The following neighborhood categorizations are a preliminary assessment based on the information provided about each Community Benefit program by our partner institutions. Please note that some programs serve multiple neighborhoods; for those programs, the reported value of that program is counted in each neighborhood served. 80% of programs served residents citywide and 94% of the total reported value of PILOT Community Benefits were citywide.

Table 2: Preliminary Assessment of Community Benefits Programs by Neighborhood FY20-24

Neighborhood	FY20 Value	FY21 Value	FY22 Value	FY23 Value	FY24 Value
City-wide	$136,197,090	$138,076,317	$126,889,967	$151,395,153	$207,237,603
Allston	$598,283	$4,478,709	$3,729,604	$3,666,138	$3,566,463
Brighton	$612,731	$4,517,959	$3,880,140	$4,391,644	$4,474,760
Back Bay	$264,078	$156,754	$180,234	$209,588	$228,600
Beacon Hill	$241,664	$184,450	$134,784	$212,166	$319,953
Charlestown	$886,336	$1,661,907	$224,450	$928,358	$593,131
Chinatown/Downtown /Leather District	$1,023,671	$4,086,105	$2,523,311	$2,815,959	$3,410,005
Dorchester	$8,240,706	$7,050,028	$7,316,710	$7,636,971	$5,811,770
East Boston	$5,558,857	$2,602,675	$1,532,540	$2,470,506	$3,061,899
Fenway-Longwood	$7,521,589	$7,815,539	$6,279,614	$6,751,072	$227,652
Hyde Park	$284,074	$1,296,828	$2,557,521	$2,799,838	$1,749,478
Jamaica Plain	$1,847,986	$1,488,038	$1,335,490	$939,755	$1,102,371
Mattapan	$1,362,948	$3,063,772	$3,221,213	$3,812,110	$2,149,077
Mission Hill	$5,471,080	$7,676,319	$7,010,949	$6,658,225	$3,362,048
North End	$119,873	$143,350	$22,784	$79,066	$84,953
Roslindale	$402,415	$1,147,632	$3,805,044	$5,113,865	$3,178,464

Neighborhood	FY20 Value	FY21 Value	FY22 Value	FY23 Value	FY24 Value
Roxbury	$5,518,219	$9,434,475	$9,751,924	$11,090,249	$5,559,205
South Boston	$1,267,679	$953,765	$2,574,627	$3,085,733	$1,498,612
South End	$3,299,382	$3,410,590	$4,554,848	$4,704,728	$1,943,698
West End	$360,483	$244,274	$144,075	$98,204	$94,953
West Roxbury	$391,917	$632,649	$2,405,335	$2,572,248	$507,069

Institutions who did not submit a report were not eligible to receive community benefit credit. **Four** institutions did not submit Community Benefits programs in FY24:

- Boston College *(did not submit for the previous 5 years)*
- Joslin Diabetes Center *(did not submit for the previous 4 years)*
- Roxbury Latin School *(did not submit for the previous 5 years)*
- Shriners Hospital *(did not submit for the previous 5 years)*

Fiscal Year 2024 Educational PILOT Contributions

Institution	PILOT Value Basis	Requested PILOT	Community Benefits Report Received?	Community Benefit Credit Received	Community Benefits Credit Utilized	Cash Contribution	Remaining PILOT Request	% PILOT Request Met
Berklee College of Music*	$ 173,943,523	$ 1,502,780	Yes	$ 751,390	100%	$ 375,695	$ 206,870	86%
Boston Architectural College	$ 19,056,500	$ 38,354	Yes	$ 19,177	100%	$ 19,177	$ -	100%
Boston College *	$ 536,095,300	$ 4,926,855	No	$ -	0%	$ 441,042	$ 3,807,826	23%
Boston College High School	$ 27,176,500	$ 115,126	Yes	$ 57,563	100%	$ -	$ 57,563	50%
Boston University *	$ 2,623,525,324	$ 24,207,193	Yes	$ 12,103,596	100%	$ 6,300,000	$ 5,469,102	77%
Emerson College	$ 266,674,500	$ 2,368,778	Yes	$ 1,184,389	100%	$ 141,591	$ 1,042,798	56%
Emmanuel College	$ 194,556,700	$ 1,697,674	Yes	$ 848,837	100%	$ 170,000	$ 678,837	60%
Fisher College	$ 42,819,500	$ 263,028	Yes	$ 131,514	100%	$ -	$ 131,514	50%
Harvard University *	$ 1,524,362,253	$ 14,250,973	Yes	$ 7,125,487	100%	$ 4,063,489	$ 3,035,808	79%
Massachusetts College of Pharmacy	$ 109,297,000	$ 891,560	Yes	$ 445,780	100%	$ 445,780	$ 0	100%
New England College of Optometry	$ 25,065,500	$ 95,168	Yes	$ 47,584	100%	$ 47,584	$ -	100%
New England Conservatory	$ 29,747,000	$ 139,430	Yes	$ 69,715	100%	$ -	$ 69,715	50%
Northeastern University *	$ 1,442,078,481	$ 13,457,148	Yes	$ 6,728,574	100%	$ 1,900,000	$ 4,487,780	67%
Roxbury Latin School	$ 52,896,200	$ 358,301	No	$ -	0%	$ -	$ 358,301	0%
Showa Institute	$ 36,073,778	$ 199,248	Yes	$ 99,624	100%	$ 99,624	$ 0	100%
Simmons College	$ 139,730,000	$ 1,179,298	Yes	$ 589,649	100%	$ -	$ 589,649	50%
Suffolk University	$ 217,346,500	$ 1,878,871	Yes	$ 939,435	100%	$ 556,069	$ 383,367	80%
Tufts University	$ 151,374,962	$ 1,278,753	Yes	$ 639,376	100%	$ 450,000	$ 189,377	85%
Wentworth Institute of Technology	$ 213,771,069	$ 1,869,969	Yes	$ 934,984	100%	$ -	$ 934,985	50%
Winsor School	$ 41,283,900	$ 248,509	Yes	$ 124,255	100%	$ -	$ 124,254	50%
Total	**$ 7,866,874,490**	**$ 70,967,017**		**$ 32,840,929**		**$ 15,010,050**	**$ 21,567,746**	**70%**

*These institutions receive a credit for property taxes paid on property that would qualify for exemption

As of April 29, 2025

Fiscal Year 2024 Medical PILOT Contributions

Institution	PILOT Value Basis	Requested PILOT	Community Benefits Report Received?	Community Benefit Credit Received	Community Benefits Credit Utilized	Cash Contribution	Remaining PILOT Request	% PILOT Request Met
Beth Israel Deaconess Medical Center	$ 816,793,701	$ 7,576,034	Yes	$ 3,788,017	100%	$ 3,788,017	$ 0	100%
Boston Children's Hospital *	$ 1,085,254,663	$ 9,534,430	Yes	$ 7,150,822	100%	$ 2,007,287	$ 0	100%
Boston Medical Center *	$ 153,802,100	$ 1,208,248	Yes	$ 906,186	100%	$ -	$ 298,234	75%
Brigham and Women's Hospital	$ 820,202,335	$ 7,608,468	Yes	$ 3,804,234	100%	$ 3,024,526	$ 779,708	90%
Dana Farber Cancer Institute	$ 373,291,603	$ 3,303,088	Yes	$ 1,651,544	100%	$ 1,651,544	$ -	100%
Faulkner Brigham and Women's	$ 162,003,500	$ 1,389,890	Yes	$ 694,945	100%	$ 570,074	$ 124,871	91%
Franciscan Children's Hospital	$ 50,402,000	$ 334,719	Yes	$ 167,360	100%	$ -	$ 167,359	50%
Hebrew Rehabilitation Center	$ 41,744,000	$ 252,859	Yes	$ 126,430	100%	$ 33,938	$ 92,491	63%
Joslin Diabetes Center	$ 86,293,700	$ 674,068	No	$ -	0%	$ -	$ 674,068	0%
Massachusetts Eye & Ear Infirmary	$ 116,908,100	$ 963,521	Yes	$ 481,761	100%	$ 436,452	$ 45,308	95%
Massachusetts General Hospital	$ 1,786,998,579	$ 16,753,853	Yes	$ 8,376,926	100%	$ 6,875,006	$ 1,501,921	91%
New England Baptist Hospital	$ 132,181,873	$ 1,107,932	Yes	$ 553,966	100%	$ 370,872	$ 183,094	83%
Shriners Hospitals for Children Boston	$ 106,097,400	$ 861,308	No		0%	$ -	$ 861,308	0%
Spaulding Rehabilitation Hospital	$ 153,933,900	$ 1,313,593	Yes	$ 656,797	100%	$ 539,064	$ 117,732	91%
Tufts Medical Center	$ 456,821,900	$ 4,148,249	Yes	$ 2,074,124	100%	$ 150,000	$ 1,924,125	54%
Total	**$ 6,342,729,354**	**$ 57,030,260**		**$ 30,433,112**		**$ 19,446,780**	**$ 6,770,220**	**88%**

*These institutions receive a credit for property taxes paid on property that would qualify for exemption

As of April 29, 2025

Fiscal Year 2024 Cultural PILOT Contributions

Institution*	PILOT Value Basis	Requested PILOT	Community Benefits Report Received?	Community Benefit Credit Received	Community Benefits Credit Utilized	Cash Contribution	Remaining PILOT Request	% PILOT Request Met
Boston Symphony Orchestra	$ 28,072,562	$ 123,599	Yes	$ 61,799	100%	$ 61,800	$ 0	100%
GBH (WGBH)	$ 49,902,500	$ 329,996	Yes	$ 164,998	100%	$ 164,998	$ 0	100%
Longwood Collective	$ 50,947,000	$ 339,872	Yes	$ 169,936	100%	$ 169,936	$ 0	100%
Total	**$ 128,922,062**	**$ 793,467**		**$ 396,733**		**$ 396,734**	**$ 0**	**100%**

* In FY24, the City of Boston entered into an alternative system with the Boston Children's Museum, Institute of Contemporary Art, Isabella Stewart Gardner Museum, Museum of Fine Arts, Museum of Science, and the New England Aquarium to report on their institution's ongoing and expanded community benefits and other mission-related programs for Boston residents. These institutional community benefits reports are posted on the PILOT website.

As of April 29, 2025

Fiscal Year 2024 PILOT Contributions

Category	Requested PILOT	Community Benefit Credit	Cash Contribution	% PILOT Request Met
Educational	$ 70,967,017	$ 32,840,929	$ 15,010,050	67%
Medical	$ 57,030,260	$ 30,433,112	$ 19,446,780	91%
Cultural	$ 793,467	$ 396,733	$ 396,734	100%
Total	**$ 128,790,744**	**$ 63,670,774**	**$ 34,853,564**	**76%**

As of April 29, 2025

PILOT Testimony of
Debra Rothenberg, MD, PhD
March 2, 2026

Good evening, Mayor Dion and City Councilors,

My name is Dr Debra Rothenberg. I live on Winding Way in District 3 and have been teaching at MaineHealth's Family Medicine residency program for 24 yrs. I am here to voice strong opposition to the Payment in Lieu of Taxes proposal.

Last month, I sent each of you an email about the work I oversee as Director of MH's PS Learning Collaborative. In it, I described the important, lifesaving care this community-based clinic provided to over 1,100 of our vulnerable neighbors in the last year while never collecting co-pays or sending bills.

Instead of reiterating the details of MH's contribution to our community outlined in that email, this evening I'd like to share something that happened just last week while I was precepting at the Family Medicine Center (on the corner of Congress & India St). This patient's story broke my heart, made me quite proud to work for MaineHealth, and illustrates what could be lost if the Payment in Lieu of Taxes program becomes law.

"Sam," a 61 yo man with a history of congestive heart failure, painfully waddled into the Family Medicine Center for the first time in almost a year. Since his last visit, he'd lost his private health insurance and made just a little too much money at his full-time job at a local pharmacy to qualify for MaineCare. He was stretching out his medications by taking them 3 x per week until he ran out completely 2 months ago. He has been unhoused, living in his car since October. He finally mustered the courage to come to our office because the swelling (edema) of his legs had gotten much worse over the past week, extending up to his belly button and making him worry that his scrotum was so swollen he may "pop."

Sam agreed to go to the hospital only after he brought a letter from us to his employer so he wouldn't lose his job. Since his admission, social workers have connected him to MH programs that will give him access to free care and medications. They also had him complete an application for one of the 6 MH designated YMCA respite rooms. These rooms include a twin bed, tv with Roku, microwave and dorm sized refrigerator. There are shared bathrooms, laundry, and kitchen access. Each room cost MaineHealth $929 per month. The length of stay varies, but most patients stay 3-6 months, then transition to a

self-pay room, other housing options or higher level of care (assisted living). Social workers in MH's Homeless Health Partners program support the patients in respite rooms with scheduling/attending appts, setting up transportation, connecting to basic needs etc.

Sam's story illustrates the many ways MH is currently "paying in lieu of taxes".
I respectfully urge you to reject the PILOT proposal that threatens the sustainability of the MH community benefit programs like the Learning Collaborative, Access to Care, and respite beds at the YMCA. Thank you for the opportunity to testify and share our serious concerns regarding this proposal.

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 20, 2026

SUBJECT: Order 223-25/26 Amending Order 161-25/26 To Ratify Fournier Amendment Three Re: Dougherty Field Lighting - Sponsored by the Finance Committee, April Fournier, Chair

SPONSOR: Finance Committee, April Fournier, Chair
(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 Order 161-25/26 to ratify the amendment proposed by Councilor Fournier that reduces new funding for the Congress Square Park project by $200,000, reallocating those funds to the installation of lighting at the Dougherty Field Skate Park. Although the Council voted on this amendment on April 27, 2026, staff's review of the meeting record indicated that a motion and second were not made before the vote. This action corrects that procedural error to ensure the legislative record accurately reflects the Council's intent.

This item was first read on May 18, at which point it was postponed to June 1. 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. Order - Amending Order 161-2526 re Councilor Fournier Amendment
2. Fournier Amendment 3 to CIP Order 161-2526
3. FY27 CIP Bonds Appropriation Order

Prepared by:
Date: 05/20/2026

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 AMENDING ORDER 161-25/26 TO RATIFY FOURNIER AMENDMENT THREE RE: DOUGHERTY FIELD LIGHTING

IT IS HEREBY ORDERED THAT

1. Subject to paragraph 2 and 3 below, the sum of $46,120,000, plus the investment earnings and original issue premium arising, if any, associated with issuance of the City's general obligation bonds, be and hereby is appropriated to finance the projects more particularly described in the project list for the City's FY27 Capital Improvement Program attached hereto as Exhibit A as amended (the "FY27 CIP Project List"), as follows:

***

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)

SUMMARY OF AMENDMENT TO ORDER 161-25/26
PROPOSED BY COUNCILOR FOURNIER
RE: REALLOCATING $200,000 IN CONGRESS SQUARE PARK FUNDING FOR DOUGHERTY FIELD SKATE PARK

This amendment would reduce new funding for the Congress Square Park project by $200,000, reallocating those funds to a project to add lighting at the Dougherty Field Skate Park. If approved, there is no fiscal impact. This project removes funding from one project and adds an equivalent amount into another.

Appendix A to the FY27 CIP Orders would be amended in both orders as follows:

DEPARTMENT	PROJECT TITLE	TOTAL FY27 CIP APPROPRIATION	BOND AUTHORIZATION	OTHER FUNDING
Parks-Rec-Facilities	Longfellow School Community Playground Improvements	$270,000		$270,000
Parks-Rec-Facilities	East End School Playground Design & Construction	$70,000		$70,000
Parks-Rec-Facilities	Deering Oaks Lighting Improvements	$550,000		$550,000
Parks-Rec-Facilities	Deering Oaks Roadway Repaving - Tennis Court Road	$270,000		$270,000
Parks-Rec-Facilities	Fencing Replacement: Various locations	$450,000		$450,000
Planning-Urban Dev.	Dougherty Field Skate Park Lighting	$200,000		$200,000
Planning-Urban Dev.	Congress Square Park	$300,000		$300,000
	Sub-total	**$2,110,000**	**$0**	**$2,110,000**

#18572846v1

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 BOND PROCEEDS AND OTHER FUNDS FOR THE CITY'S FY2027 CAPITAL IMPROVEMENT PROGRAM

IT IS HEREBY ORDERED THAT

1. Subject to paragraph 2 and 3 below, the sum of $46,120,000, plus the investment earnings and original issue premium arising, if any, associated with issuance of the City's general obligation bonds, be and hereby is appropriated to finance the projects more particularly described in the project list for the City's FY27 Capital Improvement Program attached hereto as Exhibit A (the "FY27 CIP Project List"), as follows:

    a. The sum of $17,435,000 is appropriated from the proceeds of the City's general obligation bonds to be authorized by the City Council to finance a portion of the costs of the General Fund Projects included in the FY27 CIP Project List;

    b. The sum of $6,985,000 is appropriated from the proceeds of the City's general obligation bonds to be authorized by the City Council to finance a portion of the costs of the Enterprise Fund Projects included in the FY27 CIP Project List;

    c. An additional amount not to exceed $21,700,000 is appropriated as follows:

        i. An amount not to exceed $325,000 is appropriated from the City's Cruise Ship Infrastructure Improvement Fees, to finance a portion of the projects so indicated in the FY27 CIP Project List.

        ii. An amount not to exceed $890,000 is appropriated from the City's Parks Impact Fees, to finance a portion of the projects so indicated in the FY27 CIP Project List;

        iii. An amount not to exceed $3,000,000 is appropriated from the City's Transportation Impact Fees, to finance a portion of the projects so indicated in the FY27 CIP Project List;

        iv. An amount not to exceed $400,000 is appropriated from the City's Merrill Auditorium Improvement Fees, to finance a portion of the projects so indicated in the FY27 CIP Project List;

        v. An amount not to exceed $10,960,000 is reallocated and appropriated from unspent proceeds of the City's prior CIP General Obligation Bonds to finance a portion of the projects so indicated in the FY27 CIP Project List;

vi. An amount not to exceed $275,000 is appropriated from the City's Bayside TIF Funds, to finance a portion of the projects so indicated in the FY27 CIP Project List;

vii. An amount not to exceed $3,635,000 is appropriated from the City's Downtown TIF Funds, to finance a portion of the projects so indicated in the FY27 CIP Project List;

viii. An amount not to exceed $575,000 is appropriated from the City's Waterfront TIF Funds, to finance a portion of the projects so indicated in the FY27 CIP Project List;

ix. An amount not to exceed $900,000 is appropriated from the City's Fish Pier Enterprise Fund Balance, to finance a portion of the projects so indicated in the FY27 CIP Project List.

x. An amount not to exceed $740,000 is appropriated from the City's Asset Forfeiture Funds to finance a portion of the projects so indicated in the FY27 CIP Project List;

2. The appropriations set forth in paragraphs 1(a) & (b) above are and shall be contingent upon the authorization and issuance of the City's general obligation bonds for such purposes (the amount appropriated in said paragraph 1(a) & (b) to be adjusted to reflect the principal amount of bonds so authorized), and shall include issuance costs for such bonds (or notes in anticipation thereof). The foregoing appropriations, in addition to the stated amount, shall also include any investment earnings or original issue premium associated with such bonds (or notes in anticipation thereof).

3. If the actual cost of any project included in the FY27 CIP Project List differs from the estimated cost on the attached Exhibit A, whether due to completion, delay or abandonment of the Project or for any other reason, the Director of Finance is authorized, in his discretion, to reallocate proceeds of the bonds issued therefore or the other funds appropriated therefore to any other project listed on the FY27 CIP Project List or to any project the City Council has approved or may in the future approve as part of the City's annual capital improvement plan.

Department	General Fund Projects	FY27 CIP Appropriation	New Bond Authorization	Other Funding
Facilities Maintenance				
Fire Department	Central Station Slab Repairs	480,000	480,000	
Fire Department	Stevens Ave Fire Station - Roof Replacement	235,000	235,000	
Fire Department	Bramhall Fire Station - Major Renovation Planning	30,000		30,000 (7)
Fire Department	All Stations - Exterior Envelope Repirs (Masonry, Windows, Doors)	100,000	100,000	
Health-Human Services	Barron Center Elevator Replacement	650,000	650,000	
Health-Human Services	Resurfacing and Paving of Barron Center Parking Lots	565,000	565,000	
Health-Human Services	Rear Patio Replacement - Barron Center	50,000	50,000	
Parks-Rec-Facilities	Expo Slab Repair	125,000	125,000	
Parks-Rec-Facilities	City Hall/Merrill Boiler replacement	200,000		200,000 (6)
Parks-Rec-Facilities	Paint Merrill Dome Ceiling and Replace Sprinkler Heads	125,000		125,000 (6)
Parks-Rec-Facilities	Service piers 1 & 3 Replacement	900,000		900,000 (11)
Parks-Rec-Facilities	Replace field house HV units	700,000	700,000	
Parks-Rec-Facilities	Bridge over Dole Brook: Phase II	450,000	450,000	
Parks-Rec-Facilities	Merrill Auditorium Orchestra Ceiling Light Replacement	75,000		75,000 (6)
Parks-Rec-Facilities	Court Resurfacing - Various (DHS Tennis, Reiche School, Pleasant St, Taylor St)	150,000		150,000 (7)
Parks-Rec-Facilities	250 Canco Rd Roof Replacement Phase 1 of 2	400,000		400,000 (7)
Parks-Rec-Facilities	Fitzpatrick Track Resurfacing	500,000	500,000	
Parks-Rec-Facilities	City Hall Copper Roof Replacement - (Funding Year 1 of 3)	1,150,000		1,150,000 (7)
Police Department	Police Department Station - Phase 2: Space Needs Analysis and Site Selection	250,000		250,000 (7)
	Sub-total	**7,135,000**	**3,855,000**	**3,280,000**
Information Technology				
Information Technology	Networking Hardware Replacement - Wired, WiFi and Infrastructure	650,000		650,000 (7)
Information Technology	New Fiber in CityHall and OGW Whale Building	55,000		55,000 (7)
Information Technology	Citywide Camera Consolidation	195,000		195,000 (7)
Information Technology	Citywide Access Control System Replacement	190,000		190,000 (7)
Police Department	Radio Network Fiber Service Level Change-Replacing Radio Network Sites	335,000	335,000	
	Sub-total	**1,425,000**	**335,000**	**1,090,000**
Island Infrastructure				
Public Works	Island Improvements Program	150,000		150,000 (7)
	Sub-total	**150,000**	**-**	**150,000**
Major Equipment				
Fire Department	Fireboat Replacement - Marine 2	280,000	280,000	
Parks-Recreation-Facilities	Sidewalk Tractor	240,000	240,000	
Parks-Recreation-Facilities	Trailers	50,000	50,000	
Public Works	Snow Blower (Loader Attached) Tier IV - RPM220 T4 or Equivalent	200,000	200,000	
Public Works	Ride-On-Roller	90,000	90,000	
Public Works	Front End Loader	50,000	50,000	
	Sub-total	**910,000**	**910,000**	**-**
Marine Infrastructure				
Parks-Rec-Facilitaties	On going pile/pier work at OG and P.O.T	350,000		350,000 (10)
Parks-Rec-Facilitaties	Pile Jackets -OG	225,000		225,000 (10)
Parks-Rec-Facilitaties	POT Generator replacement	325,000		325,000 (3)
	Sub-total	**900,000**	**-**	**900,000**
Minor Equipment				
Fire Department	Cardiac Monitors Replacement	420,000		420,000 (7)
Fire Department	Stretcher Replacement	320,000		320,000 (7)
Fire Department	Radio replacement	300,000		300,000 (7)
	Sub-total	**1,040,000**	**-**	**1,040,000**
Municipal Fleet				
Fire Department	Fire Ladder Truck (2nd $500 allocated out of $2M estimated cost)	500,000	500,000	
Fire Department	Ambulance Chassis Replacement	300,000	300,000	
Fire Department	Ambulance Chassis Replacement	300,000	300,000	
Parks-Recreation-Facilities	Pick-up Truck - Cemeteries	70,000	70,000	
Health and Human Services	Passenger Van (Replacement)	90,000	90,000	
Health and Human Services	Passenger Van (Expansion)	75,000		75,000 (7)
Information Technology	Passenger Vehicle (Expansion)	40,000	40,000	
Parks-Recreation-Facilities	.5 ton crew cab (electric)	75,000	75,000	
Parks-Recreation-Facilities	Pick-up Plow Truck (Replacement)	85,000	85,000	

Department	General Fund Projects	FY27 CIP Appropriation	New Bond Authorization	Other Funding
Parks-Recreation-Facilities	Pick-up Plow Truck (Replacement)	70,000	70,000	
Parks-Recreation-Facilities	Pick-up Truck (Replacement)	55,000	55,000	
Police Department	Passenger Vehicle (Replacement)	90,000		90,000 (12)
Police Department	Pick-up Truck (Expansion to support downtown unit)	120,000		120,000 (12)
Police Department	Eight (8) Police Patrol Vehicles (Replacements)	465,000		465,000 (12)
Police Department	Pick-up Truck (Expansion to support PD marine unit)	65,000		65,000 (12)
Public Works	Plow Truck (Replacement)	300,000		300,000 (7)
Public Works	Refuse Packer Full Size (Replacement)	400,000	400,000	
Public Works	Pick-up Truck (Replacement)	100,000	100,000	
Public Works	Ramp Truck (Replacement)	250,000	250,000	
Public Works	Dump Truck (Replacement)	100,000	100,000	
Public Works	Pick-up Truck (Replacement)	80,000	80,000	
Public Works	Refuse Truck (Replacement)	400,000	400,000	
	Sub-total	**4,030,000**	**2,915,000**	**1,115,000**
Park Infrastructure				
Parks-Rec-Facilities	Longfellow School Community Playground Improvements	270,000		270,000 (4)
Parks-Rec-Facilities	East End School Playground Design & Construction	70,000		70,000 (4)
Parks-Rec-Facilities	Deering Oaks Lighting Improvements	550,000		550,000 (4)
Parks-Rec-Facilities	Deering Oaks Roadway Repaving - Tennis Court Road	270,000		270,000 (7)
Parks-Rec-Facilities	Fencing Replacement: Various locations	450,000		450,000 (7)
Planning-Urban Dev.	Congress Square Park	500,000		500,000 (7)
	Sub-total	**2,110,000**	**-**	**2,110,000**
Portland Public Library				
Main Branch	Roof Replacement and Repair (Downtown)	285,000		285,000 (9)
Main Branch	Replace Air Handlers 5 & 6 (Downtown)	925,000		925,000 (9)
	Sub-total	**1,210,000**	**-**	**1,210,000**
Portland Public Schools				
Central Office	Central Office Roof Repairs	200,000		200,000 (7)
Deering High School	DHS Door Replacement	100,000		100,000 (7)
Peaks Island	Peaks Island ADA Renovation	200,000	200,000	
Portland High School	PHS Front Step Repairs	750,000		750,000 (7)
Lincoln Middle School	LMS Gym Roof Repair/Replacement	250,000	250,000	
PATHS	PATHS - HVAC and Drain Replacement	1,700,000	1,700,000	
Districtwide	Districtwide Camera System Upgrades	500,000	500,000	
	Sub-total	**3,700,000**	**2,650,000**	**1,050,000**
Transportation - Bike-Ped				
Public Works	Casco Bay Trail - Planning (Local Match)	15,000		15,000 (7)
Public Works	Brighton Avenue Sidewalk Reconstruction - Local Match on PACTS UPI	420,000	420,000	
Public Works	Forest Ave - Sidewalk-Pedestrian/ADA Upgrades - Local Match on PACTS UPI	450,000		450,000 (5)
Public Works	Citywide Sidewalk Rehabilitation	1,750,000	1,750,000	
Public Works	Congress Street ADA Improvements (Branhall Area)	1,280,000	1,280,000	
Public Works	Vision Zero (ADA, Complete Streets, Traffic Calming, Bike-Ped Safety)	1,100,000		350,000 (5)
	NOTE: MULTIPLE FUNDING SOURCES			275,000 (8)
				275,000 (9)
				200,000 (7)
Public Works	Transportation Outcomes in Association with Water Resources Projects	300,000		300,000 (5)
Public Works	Pedestrian-Urban Scale Street Lighting and Safety Program	300,000		300,000 (7)
	Sub-total	**5,615,000**	**3,450,000**	**2,165,000**
Transportation - Multimodal				
Public Works	Forest Avenue: (Woodford/Revere to Bedford)	1,100,000		1,100,000 (5)
Public Works	State and High Two-Way Reversion (Planning)	100,000	100,000	
Public Works	Gorham's Corner Mini Roundabout (Construction)	1,000,000		1,000,000 (9)
Public Works	Bramhall Square Reconstruction	700,000	700,000	
Public Works	York St Sidewalk and Street Rehab	50,000		50,000 (5)
	Sub-total	**2,950,000**	**800,000**	**2,150,000**
Transportation - Parking				
Parking	Temple St Garage Structural Repairs	225,000		225,000 (9)
Parking	Replacement of multispace meter doors	175,000		175,000 (9)
Parking	Elm St Garage replacement of elevator doors	100,000		100,000 (9)

Department	General Fund Projects		FY27 CIP Appropriation	New Bond Authorization	Other Funding
Parking	Spring St Structural Steel Paint Touch Up		125,000		125,000 (9)
		Sub-total	**625,000**	**-**	**625,000**
Transportation - Road Maint.					
Public Works	MPI Paving Matches		1,170,000	645,000	525,000 (9)
Public Works	Pavement Preservation Program (Local Streets)		2,000,000	1,775,000	225,000 (7)
		Sub-total	**3,170,000**	**2,420,000**	**750,000**
Transportation - Signal Systems					
Public Works	Traffic Signal Systems Upgrade Program		750,000		750,000 (5)
		Sub-total	**750,000**	**-**	**750,000**
Public Art / Land Bank					
Public Art	Public Art		50,000	50,000	
Land Bank	Land Bank		50,000	50,000	
		Sub-total	**100,000**	**100,000**	**-**
	Enterprise Fund Projects				
Water Resources - Wastewater					
Public Works	CMOM - Inflow and Infiltration Phase 3 Mitigation		250,000	250,000	
Public Works	CMOM - Pump Station Rehabilitation		400,000	400,000	
Public Works	Sewer Collection System Repairs, Rehabilitation and Improvements		500,000	500,000	
Public Works	CSO- Downtown District Sewer Separation		2,500,000		2,500,000 (7)
Public Works	CSO- Franklin St Sewer Separation		150,000	150,000	
Public Works	CSO- West End Sewer Separation		1,790,000	1,790,000	
Public Works	WR Utilities - Pavement Preservation Program		700,000	700,000	
Public Works	CSO - Ludlow Street (Caldwell to Columbia) Sewer Separation		150,000	150,000	
Public Works	WR Vehicle Replacement		40,000	40,000	
		Sub-total	**6,480,000**	**3,980,000**	**2,500,000**
Water Resources - Stormwater					
Public Works	Stormwater Collection System Repairs, Rehabilitation and Improvements		815,000	-	815,000 (7)
Public Works	Green Infrastructure		200,000	200,000	
Public Works	Palmer Ave Detention Basin Upgrade (Dole Brook Stormwater Improvement)		195,000	195,000	
Public Works	Capisic Brook Watershed Management Action Plan		75,000	75,000	
Public Works	Deering Oaks Stormdrain		1,750,000	1,750,000	
Public Works	Libbytown Flooding Mitigation		175,000	175,000	
Public Works	Bayside Infrastructure Adaptation: Franklin PS Elimination Study		300,000	300,000	
Public Works	ESRI Advantage Program		200,000	200,000	
Public Works	Utility Work Machine		90,000	90,000	
Public Works	Street Sweeper Replacement (Supplemental Funding)		20,000	20,000	
		Sub-total	**3,820,000**	**3,005,000**	**815,000**
		Total	**46,120,000**	**24,420,000**	**21,700,000**
		General Fund Projects	35,820,000	17,435,000 (1)	18,385,000
		Enterprise Fund Projects	10,300,000	6,985,000 (2)	3,315,000
		Total	**46,120,000**	**24,420,000**	**21,700,000**

NOTE: Other Funding Sources

(1) Appropriation of General Obligation Bonds - General Fund Repayment	17,435,000
(2) Appropriation of General Obligation Bonds - Enterprise Fund Repayment	6,985,000
(3) Appropriation of Cruise Ship Infrastructure Improvement Fees	325,000
(4) Appropriation of Impact Fees - Parks	890,000
(5) Appropriation of Impact Fees - Transportation	3,000,000
(6) Appropriation of Merrill Auditorium Improvement Funds	400,000
(7) Prior CIP Reallocation	10,960,000
(8) Appropriation of Bayside TIF Funds	275,000
(9) Appropriation of Downtown TIF Funds	3,635,000
(10) Appropriation of Waterfront TIF Funds	575,000
(11) Appropriation of Fish Pier Enterprise Fund Balance	900,000
(12) Appropriation of Police Department Asset Forfeiture Funds	740,000
Total	**46,120,000**

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 20, 2026

SUBJECT: Order 224-25/26 Amending Order 182-25/26 RE: Clarifying Retroactive Application of Dispersal Requirements for Large Theaters and Performance Halls - Sponsored by Wesley Pelletier, City Councilor

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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

At its April 27, 2026 meeting, the City Council passed Order 182-25/26 which updated Chapter 14 to require a 750-foot dispersal between theaters with an occupancy of 1,000 or more persons. Although the ordinance approved by Order 182 applies retroactively because of the retroactive application of the large theater moratorium, this amendment adds explicit retroactive application language to the ordinance in order to avoid any doubt about the Council's intent to apply these requirements with the same retroactive effect as that set forth in the moratorium order.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage 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. Order - Amending Order re Theater Buffer Zone
2. Order 182-2526_as Amended

Prepared by:
Date: 05/20/2026

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

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ORDER AMENDING ORDER 182-25/26
RE: CLARIFYING RETROACTIVE APPLICATION OF DISPERSAL REQUIREMENTS FOR LARGE THEATERS AND PERFORMANCE HALLS

AMENDMENT TO PORTLAND CITY CODE CHAPTER 14 RE: LARGE THEATER AND PERFORMANCE HALL DISPERSAL REQUIREMENT

WHEREAS, on August 11, 2025, by Order 9-25/25, the City Council voted to adopt a 180-day moratorium on theaters and performance halls with capacities exceeding 2,000 people, and in that Order the Council directed the Housing and Economic Development Committee to review the City Code, including Chapter 14, and develop amendments for consideration by the Planning Board and City Council; and

* * *

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

That Chapter 14, Articles 3, and 6, are hereby amended to read as follows, on the following pages. The following amendments apply to all proceedings, applications, petitions, and approvals required under the City's Land Use Code that were or have been pending before any officer, board, or agency of the City on or any time after December 1, 2024 for the development of new theaters or performance halls with a capacity exceeding 1000 people.

3 DEFINITIONS

* * *

6 USE STANDARDS

6.1 APPLICABILITY

* * *

6.4.42 Theaters and Performance Halls (large) in the B-3 and WCZ zones

A. A large theater and performance hall may not be located within 750 feet of another large theater and performance hall, as measured along and/or perpendicularly across public ways from the main entrance of each. The main entrance is defined as one or more public entrances intended to provide primary access for patrons to areas designed for public use, such as lobbies, vestibules, concourses, seating areas, or similar spaces. This definition does not include secondary entrances used primarily for staff, production, limited public or ADA access, or performers.

B. Any large theater and performance hall located in the B-3 or WCZ zones on or before December 1, 2024 shall not be required to comply with this dispersal requirement. If located within 750 feet of another large theater and performance hall, such business shall be considered a lawfully nonconforming use subject to the standards of Article 4 of this Code.

C. Where two or more large theater and performance halls operate on one site, and where each entity requires or has a separate business license, or displays in a manner visible from public property separate business trademarks, logos, service marks, or other mutually identifying names or symbols, each entity shall be counted as a separate large theater and performance hall for the purposes of this section.

6.2 CONDITIONAL USES

* * *

The amendments set forth above apply to all proceedings, applications, petitions, and approvals required under the City's Land Use Code that were or have been pending before any officer, board, or agency of the City on or any time after December 1, 2024 for the development of new theaters or performance halls with a capacity exceeding 1000 people.

MARK DION (MAYOR)
PIOUS ALI (A/L)
APRIL D. FOURNIER (A/L)
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CITY OF PORTLAND
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AMENDMENT TO PORTLAND CITY CODE
CHAPTER 14 RE: LARGE THEATER AND PERFORMANCE HALL DISPERSAL REQUIREMENT

WHEREAS, on August 11, 2025, by Order 9-25/25, the City Council voted to adopt a 180-day moratorium on theaters and performance halls with capacities exceeding 2,000 people, and in that Order the Council directed the Housing and Economic Development Committee to review the City Code, including Chapter 14, and develop amendments for consideration by the Planning Board and City Council; and

WHEREAS, on February 3, 2026, the Housing and Economic Development Committee referred proposed amendments to Articles 3 and 6 of Chapter 14 of the City Code related to the dispersal requirement for theater and performance halls with an occupancy of 1,000 or more persons; and

WHEREAS, on February 23, 3026, by Order 131-25/25, the City Council voted to extend the moratorium; and

WHEREAS, after a public hearing on March 24, 2026, the Planning Board voted not to recommend the proposed amendments to Articles 3 and 6 of Chapter 14 to the City Council; and

WHEREAS, the City Council held a public hearing on the proposed amendments to Articles 3 and 6 of Chapter 14 on April 27, 2026; and

WHEREAS, the City Council considered all the oral testimony, public comment, written materials, reports and other information submitted at the hearing; and

WHEREAS, based on all of the information provided, the City Council finds that dispersing theater and performance halls with an occupancy of 1,000 or more persons by 750 feet will prevent the overburdening of public infrastructure and city services and help ensure safe road conditions for pedestrians, bicycles, and vehicles; and

WHEREAS, the City Council further finds that the 750-foot dispersal requirement will reduce single occupancy vehicle trips to and from the Portland peninsula, reduce parking demand and reduce motor vehicle congestion, which will create safer and more inviting streets for pedestrians and cyclists and improve the city's livability; and

WHEREAS, the City Council further finds that the 750-foot dispersal requirement will help the city's emergency response services meet the needs of all residents by mitigating motor vehicle congestion that could otherwise inhibit public safety responders from reaching individuals during an emergency; and

WHEREAS, the City Council further finds that the 750-foot dispersal requirement for large theaters and performance halls will also help avoid public harm to the creative economy, character, and vitality of the City's downtown region and ensure existing venues are not displaced, jobs at those venues are not lost, and the unique character of Portland's arts community and its accessibility for all residents is not eroded; and

WHEREAS, based on the foregoing, although the City Council respects the work done by the City's Planning Board, the City Council's findings lead to a different result in this matter, and the City Council concludes that the proposed amendments to Chapter 14, Articles 3, and 6, are consistent with the Comprehensive Plan; and

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

That Chapter 14, Articles 3, and 6, are hereby amended to read as follows, on the following pages:

3 DEFINITIONS

* * *

Tenant. Any occupant in lawful possession of a rental unit, whether by lease, sublease, or otherwise.

Theater or performance hall (small). Any establishment with a total occupancy of fewer than 1,000 persons, devoted to showing motion pictures, or for dramatic, musical, or live performances.

Theater or performance hall (large). Any establishment with a total occupancy of 1,000 or more persons, devoted to showing motion pictures, or for dramatic, musical, or live performances.

Tidal waters. All waters affected by tidal action during the highest annual tide.

* * *

6 USE STANDARDS

6.1 APPLICABILITY

6.1.1.In general

A. The use of buildings, structures, private property, and City-owned property are governed by this article, except when superseded by other applicable laws or ordinances. It is the intent that, when in doubt, this article should be interpreted to accommodate the goals of the City's Comprehensive Plan and other plans.

B. All uses shall comply with any applicable federal and state requirements, and any additional applicable federal, state, county, and/or city ordinances.

C. All uses shall comply with any supplemental use standards in Section 6.4 as applicable. Use standards address specific impacts, design or siting standards, and/or additional regulations outside of this Code.

6.2 DETERMINATION OF USE

6.2.1 Use tables

A. Tables 6-A to 6-G shall determine if a use is permitted (●), conditional (◐), or not permitted ( ) as a principal use within a zone. Where a use is listed as both permitted and conditional (●/◐), determination shall be based on the nature of such use as described in the use standards of Section 6.4. Unless otherwise noted, where a use is listed in terms of square footage, square footage figures shall correspond to the total square footage of the use as indicated.

B. Certain uses within Tables 6-A to 6-G shall meet required use standards listed in Section 6.4. A reference is provided in the "Use Standards" column the tables. In the case of conflict of required standards (i.e., a cross reference is missing from the table, the numbering of standards has changed but not updated in the Table, etc.), the use standards in Section 6.4 control.

6.2.2 Unlisted uses

A. Uses not expressly listed as permitted or conditional in Tables 6-A to 6-G are prohibited as principal uses except that a use may be permitted subject to meeting the following performance-based standards:

1. The proposed use is consistent with the purposes of the zone.
2. The proposed use is closely related to a permitted or conditional use in terms of character, scale, and external impacts.
3. The buildings and structures associated with the proposed use are designed and operated so that it will prevent undue adverse environmental impacts, substantial diminution of the value or utility of neighboring structures, or significant hazards to the health or safety of neighboring residents by controlling noise levels, emissions, traffic, lighting, odor, and any other potential negative impacts.

B. The review authority shall determine whether the uses not listed as permitted or conditional uses meet the above standards. If it is determined that the use does not meet the above criteria, it shall not be permitted.

C. The review authority may impose reasonable conditions of approval on the proposed use to ensure that it is similar in character and impact to a permitted or conditional use.

6.2.3 Multiple uses

A. A lot may contain more than one principal use, providing each use is allowed within the zone. Each principal use shall be permitted separately. In certain cases, uses are defined in Article 3 to include accessory uses that provide necessary support or are functionally integrated into the principal use.

B. Notwithstanding the above, and unless otherwise specifically permitted by this Code, lots containing a single family, two-family, three-family, or four-family dwelling may contain more than one principal use only so long as the total number of dwelling units on the lot does not exceed four, or three on the islands, not including accessory dwelling units.

6.2.4 Uses operated in an enclosed structure

A. In all mixed-use, office, and industrial zones, uses shall be operated within a completely enclosed structure, except for those customarily operated in open air.

B. In the mixed-use zones, open air activities shall be those licensed by the City.

6.2.5 Uses in zones not listed

A. Use permissions for certain zones within this Code are not included in Tables 6-A to 6-G, but are addressed separately as follows:

1. Use permissions for overlay zones are found in Article 8.
2. Use permissions for the India Street Form-Based Code (IS-FBC) zone are found in Article 9.
3. Use permissions for the waterfront zones are found in Article 10.

6.3 CHANGE OF USE

A change of use from one use in Tables 6-A to 6-G to another is governed by the requirements of the new use. The use of any part of any building, structure, or property shall not be changed to any other use, whether principal or accessory and whether alterations in the building, structure, or property are involved or not, until a permit and certificate of occupancy authorizing such change of use has first been secured from the Building Authority in accordance with Chapter 6 of the City of Portland Code of Ordinances.

TABLE 6-A: PERMITTED AND CONDITIONAL USES IN RESIDENTIAL NEIGHBORHOOD ZONES

		RN-1	RN-2	RN-3	RN-4	RN-5	RN-6	Use Standards
Residential	Single-family dwellings	●	●	●	●			
	Two-family dwellings	●	●	●	●			
	Three-family dwellings	●	●	●	●			
	Four-family dwellings	●	●	●	●			
	Multi-family dwellings	◐	●	◐	●	●	●	6.4.12
	Townhouse dwellings		●		●		●	6.4.13
	Group homes	◐	◐	◐	◐	◐	◐	6.4.17
	Lodging houses			◐	◐	●	●	6.4.21
Institutional	Child care centers + small child care facilities	◐	◐	◐	◐	◐	◐	6.4.9
	Elementary, middle, and secondary schools	◐	◐	◐	◐	◐	◐	
	Governmental uses	●	●	●	●	●	●	
	Places of assembly	◐	◐	◐	◐	◐	◐	6.4.30
	Post-secondary schools			◐	◐	◐	◐	6.4.31
	Residential care facilities (small)	◐	◐	◐	◐	◐	◐	6.4.35
	Residential care facilities (large)	◐	◐	◐	◐	◐	◐	
Comm.	Bed and breakfasts				●/◐	●/◐	●/◐	6.4.7
	Hostels				●/◐	●/◐	●/◐	6.4.18
	Market gardens	◐	◐	◐	◐	◐	◐	6.4.25
	Neighborhood nonresidential reuse	◐	◐	◐	◐	◐	◐	6.4.26
Other	Cemeteries	●	●	●	●	●	●	
	Parks and open spaces	●	●	●	●	●	●	
	Solar energy systems (minor)	●	●	●	●	●	●	6.4.38
	Utility substations	◐	◐	◐	◐	◐	◐	6.4.39

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

TABLE 6-B: PERMITTED AND CONDITIONAL USES IN ISLAND ZONES

		IR-1	IR-2	I-B	Use Standards
Residential	Single-family dwellings	●	●	●	
	Two-family dwellings	●	●	●	
	Three-family dwellings			●	
	Four-family dwellings			●	
	Multi-family dwellings			◐	6.4.12
	Live/work dwellings			●	
	Lodging houses		◐	●	6.4.21
Institutional	Child care centers + small child care facilities	◐	◐	●	6.4.9
	Cultural facilities			●	
	Elementary, middle, and secondary schools	◐	◐	◐	
	Governmental uses	●	●	●	
	Places of assembly	◐	◐	●	6.4.30
Commercial / Service	Auto service stations			◐	6.4.5
	Bed and breakfasts			●	6.4.7
	General offices			●	6.4.15
	General services			●	
	Greenhouses/nurseries (retail)			◐	6.4.16
	Hotels			◐	6.4.19
	Market gardens	◐	◐	●	6.4.25
	Neighborhood nonresidential reuse	◐	◐		6.4.26
	Restaurants			●	6.4.34
	Retail			●	6.4.36
	Specialty food service			●	
Other	Agriculture	●			6.4.3
	Boathouses and storehouses for fishing equipment	●	●	●	
	Campgrounds	◐			6.4.8
	Cemeteries	◐	◐		
	Low-impact industrial			●	
	Marinas			●	
	Parks and open spaces	●	●	●	
	Solar energy systems (minor)	●	●	●	6.4.38
	Studios for artists and craftspeople	●	●	●	
	Utility substations	◐	◐	◐	6.4.39
	Wharves, piers, docks, and landing ramps	●	●	●	

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

TABLE 6-C: PERMITTED AND CONDITIONAL USES IN MIXED-USE ZONES

		B-1	B-2	B-2b	B-3[1]	B-4	B-5	B-6	Use Standards
Residential	Two-family dwellings	●	●	●	●	●	●	●	
	Three-family dwellings	●	●	●	●	●	●	●	
	Four-family dwellings	●	●	●	●	●	●	●	
	Townhouse dwellings	●	●	●	●	●	●	●	6.4.13
	Multi-family dwellings	●	●	●	●	●	●	●	6.4.12
	Live/work dwellings	●	●	●	●	●	●	●	
	Lodging houses	●	●	●	●	●	●		6.4.21
Institutional	Child care centers + small child care facilities	●	●	●	●	●	●	●	6.4.9
	Clinics	●	●	●	●	●	●		
	Cultural facilities	●	●	●	●	●	●	●	
	Elementary, middle, and secondary schools	●	●	●	●		●	●	
	Emergency shelters				◐	◐	◐		6.4.14
	Governmental uses	●	●	●	●	●	●		
	Places of assembly	●	●	●	●	●	●	●	6.4.30
	Post-secondary schools		●	●	●	●	●	●	6.4.31
	Residential care facilities (small)	●	●	●	●	●	●	●	6.4.35
	Residential care facilities (large)		●	●	●	●	●	●	
Commercial / Service	Adult business establishments				●				6.4.2
	Auto, boat, and related dealerships		◐			●			6.4.5
	Auto service stations		◐	◐		●			
	Bars		●	●	●	●	●	●	6.4.6
	Bed and breakfasts	●	●	●	●				6.4.7, 6.4.10
	Exhibition, meeting, and convention halls				●	●	●	◐	
	Funeral homes		●	●		●			
	General offices	●	●	●	●	●	●	●	6.4.15, 6.4.10
	General services	●	●	●	●	●	●	●	
	Greenhouses/nurseries (retail)		◐	◐		◐			
	Hostels	●			●		●		6.4.18, 6.4.10
	Hotels		●		●	●	●	●	6.4.19
	Intermodal transportation facilities		●	●	●	●	●	●	
	Marijuana retail stores		●		●	●			6.4.23
	Market gardens	●	●	●	●	●	●	●	6.4.25, 6.4.10
	Recreation and amusement centers		●	●		●	●		

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

TABLE 6-C (CONT.): PERMITTED AND CONDITIONAL USES IN MIXED-USE ZONES

		B-1	B-2	B-2b	B-3[1]	B-4	B-5	B-6	Use Standards
Commercial/Service	Registered marijuana dispensaries		●		●	●			6.4.23
	Restaurants	●	●	●	●	●	●	●	6.4.34, 6.4.10
	Retail	●	●	●	●	●	●	●	6.4.36, 6.4.10
	Small-scale marijuana caregivers		●	●	●	●			6.4.23
	Specialty food service	●	●	●	●	●	●	●	6.4.10
	Theaters and performance halls (small)		●	●	●	●	●	●	
	Theaters and performance halls (large)		●	●	●	●	●	●	6.4.42
	Veterinary services		●	●		●			
Industrial	Animal-related services					●			
	Communication studios		●	●	●	●	●	●	
	Dairies		●	●		●			6.4.11
	Impound lots					●			6.4.20
	Laboratory and research facilities		◐	◐	◐	●	◐	◐	
	Low-impact industrial	●	●	●	●	●	●	●	6.4.22
	Marijuana manufacturing facilities					●			6.4.23
	Marijuana testing facilities					●			
	Printing and publishing				●	●	●	●	6.4.32
	Self-storage facilities					●			6.4.37
	Studios for artists and craftspeople	●	●	●	●	●	●	●	
	Warehousing and distribution facilities					●			6.4.40
Other	Marine uses						●	●	6.4.24
	Off-street parking				●/◐		●	◐	6.4.27
	Parks and open spaces	●	●	●	●	●	●	●	
	Social service centers		◐	◐	◐	◐	◐	◐	
	Solar energy systems (minor)	●	●	●	●	●	●	●	6.4.38
	Solar energy systems (major)					◐			
	Utility substations	●	●	●	●	●	●	●	6.4.39
	Wind energy systems (minor)		◐	◐	◐	◐	◐	◐	6.4.41

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

[1] Uses within the B-3 zone may be subject to the standards of the Pedestrian Activities District (PAD) Overlay found in Section 8.5 of this Code.

TABLE 6-D: PERMITTED AND CONDITIONAL USES IN TRANSIT-ORIENTED DEVELOPMENT ZONES

		TOD-1	TOD-2	Use Standards
Residential	Townhouse dwellings	●	●	6.4.13
	Multi-family dwellings	●	●	6.4.12
	Live/work dwellings	●	●	
	Lodging houses	●	●	6.4.21
Institutional	Child care centers + small child care facilities	●	●	6.4.9
	Clinics	●	●	
	Cultural facilities	●	●	
	Elementary, middle, and secondary schools	●	●	
	Governmental uses	●	●	
	Places of assembly	●	●	6.4.30
	Post-secondary schools		●	6.4.31
	Residential care facilities (small)	●	●	6.4.35
	Residential care facilities (large)	●	●	
Commercial / Service	Bars	●	●	6.4.6
	Exhibition, meeting, and convention halls		●	
	General offices	●	●	
	General services	●	●	
	Hostels		●	6.4.18
	Hotels		●	
	Intermodal transportation facilities	●	●	
	Recreation and amusement centers		●	
	Restaurants	●	●	
	Retail	●	●	
	Specialty food service	●	●	
	Theaters and performance halls (small)	●	●	
	Theaters and performance halls (large)	●	●	6.4.42
	Veterinary services	●	●	
Industrial	Communication studios	●	●	
	Low impact industrial	●	●	6.4.22
	Studios for artists and craftspeople	●	●	
Other	Parks and open spaces	●	●	
	Solar energy systems (minor)	●	●	6.4.38
	Utility substations	●	●	6.4.39

		TOD-1	TOD-2	Use Standards
	Wind energy systems (minor)	◐	◐	6.4.41

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

TABLE 6-E: PERMITTED AND CONDITIONAL USES IN OFFICE ZONES

		O	Use Standards
Inst.	Child care centers + small child care facilities	●	6.4.9
	Governmental uses	●	
Com	General offices	●	
	Office parks	●	6.4.28
Ind.	Laboratory and research facilities	●	
	Printing and publishing	●	6.4.32
Other	Parks and open space	●	
	Solar energy systems (minor)	●	6.4.38
	Utility substations		
	Wind energy systems (minor)	◐	6.4.41

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

TABLE 6-F: PERMITTED AND CONDITIONAL USES IN INDUSTRIAL & AIRPORT ZONES

		I-L/I-Lb	I-M/I-Mb	I-H	A-B[1]	Use Standards
	Live/work dwellings	●				
Institutional	Airports				●	
	Child care centers + small child care facilities	●	●		●	6.4.9
	Emergency shelters	◐	◐	◐		6.4.14
	Places of assembly	●				6.4.30
Commercial / Service	Bars				●	6.4.6
	General offices	●	●			6.4.15
	General services				●	
	Hotels				●	
	Intermodal transportation facilities	●	●			
	Market gardens	●				6.4.25
	Recreation and amusement centers	●	●			
	Restaurants				●	
	Self-storage facilities		●	●		6.4.37
	Specialty food service	●	●			
	Veterinary services	●	●	●		
Industrial	Animal-related services	●	●	●		6.4.4
	Auto service stations	●	●	●	●	6.4.5
	Construction & engineering services	●	●	●		
	Dairies	●	●	●		
	Food & seafood processing, packing, and distribution		●	●		
	High-impact industrial uses			●		
	Impound lots		●	●		6.4.20
	Laboratory and research facilities	●	●	●		
	Low-impact industrial	●	●	●		6.4.22
	Lumber yards	●	●	●		
	Marijuana cultivation facilities	●	●	●		
	Marijuana manufacturing facilities	●	●	●		6.4.23
	Marijuana testing facilities	●	●	●		
	Printing and publishing	●	●	●		

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

TABLE 6-F (CONT.): PERMITTED AND CONDITIONAL USES IN INDUSTRIAL & AIRPORT ZONES

		I-L/I-Lb	I-M/I-Mb	I-H	A-B[1]	Use Standards
Industrial	Recycling facilities		●	●		6.4.33
	Solid waste disposal facilities		●	●		6.4.33
	Studios for artists and craftspeople	●	●			
	Warehousing and distribution facilities	●	●	●		6.4.40
Other	Off-street parking				●	
	Social service centers	◐	◐	◐		
	Solar energy systems (minor)	●	●	●	●	6.4.38
	Solar energy systems (major)		●	●	◐	
	Telecommunication towers (ground-mounted)		●	●		
	Utility substations	●	●	●		6.4.39
	Wind energy systems (minor)	◐	●	●	●	6.4.41
	Wind energy systems (major)		●	●	◐	

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

[1] Permitted uses on lots within airport restricted access areas shall be limited to those which do not require or encourage access or visits by the public and which provide technical administrative or other support to airport operations.

TABLE 6-G: PERMITTED AND CONDITIONAL USES IN OPEN SPACE ZONES

	OS-R[1]	OS-P	Use Standards
Cemeteries	●		
Cultural facilities	◐		
Marinas	●		
Parks and open space	●	●	6.4.29
Solar energy systems (minor)	◐		6.4.38, 6.5.6
Solar energy systems (major)	◐		
Stadiums	◐		6.5.6
Utility substations	●/◐		6.4.39, 6.5.6
Wharves, piers, docks, and landing ramps	●	◐	
Wind energy systems (minor)	◐		6.4.41, 6.5.6

Key: ● = permitted | ◐ = conditional | Blank = not permitted | ●/◐ = permitted or conditional per use standards

[1] Accessory uses within structures of 2,500 SF or more shall be treated as a conditional use under subsection 6.5.6.

6.4 SUPPLEMENTAL USE STANDARDS

These standards shall apply to the following uses as indicated in Tables 6-A to 6-G, whether permitted or conditional. Where a use is allowed as conditional, these standards apply in addition to the general conditional use standards in Section 6.5.

* * *

6.4.42 Theaters and Performance Halls (large) in the B-3 and WCZ zones

A. A large theater and performance hall may not be located within 750 feet of another large theater and performance hall, as measured along and/or perpendicularly across public ways from the main entrance of each. The main entrance is defined as one or more public entrances intended to provide primary access for patrons to areas designed for public use, such as lobbies, vestibules, concourses, seating areas, or similar spaces. This definition does not include secondary entrances used primarily for staff, production, limited public or ADA access, or performers.

B. Any large theater and performance hall located in the B-3 or WCZ zones on or before December 1, 2024 shall not be required to comply with this dispersal requirement. If located within 750 feet of another large theater and performance hall, such business shall be considered a lawfully nonconforming use subject to the standards of Article 4 of this Code.

C. Where two or more large theater and performance halls operate on one site, and where each entity requires or has a separate business license, or displays in a manner visible from public property separate business trademarks, logos, service marks, or other mutually identifying names or symbols, each entity shall be counted as a separate large

theater and performance hall for the purposes of this section.

6.5 CONDITIONAL USES

* * *

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 18, 2026

SUBJECT: Order 225-25/26 Amendment to Portland City Code Chapter 28 RE: Tow Rates - Sponsored by the Sustainability and Transportation Committee, Councilor Regina Phillips, Chair

SPONSOR: Sponsored by the Sustainability and Transportation Committee, Councilor Regina Phillips, Chair.

(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 5/18/2026 **Final Action 6/1/2026**

Can action be taken at a later date: Yes

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

PRESENTATION: Parking Director, Tony Wirkus, will be available for questions.

I. SUMMARY

II. AGENDA DESCRIPTION

The Sustainability and Transportation Committee voted 2-1 on April 8, 2026, to refer this item to the City Council.

The regulation of licensing tow operators is governed by Chapter 28 Traffic and Motor Vehicles of the Portland City Code, specifically Article IV Licensing of Tower Operators. The proposed amendments include increasing the maximum radius of tow operators' impound lots from Portland City Hall from 5 to 7 miles, and increasing the following fees: fee per non-accident tow (from $135 to $150); fee per accident tow (from $150 to $175); fee for any vehicles with dual tires on the rear axle (from $150 to $165); and the storage fee per day (from $40 to $50). Maximum towing fees were last adjusted by the City in 2022.

This item must be read on two separate days. It received its first reading on May 18. Five affirmative votes are required for passage after public comment.

III. BACKGROUND

As a result of rising costs, the current fee structure is no longer competitive in the market, which negatively impacts the City's operations when tow services are needed. Tow operators may prioritize other municipalities that allow a higher maximum fee when requests for towing are in high demand. Additionally, tow lots within a 5 mile radius regularly reach capacity. This impacts City operations as it limits the ability to tow vehicles that are in violation.

As part of the Sustainability and Transportation Committee's review of these amendments, staff conducted a peer city analysis of tow fees to assist in determining appropriate set points. To determine whether the appropriateness of increasing the maximum radius from City Hall, staff prepared an analysis of trip durations, distances, and transportation costs that vehicle owners may incur to retrieve vehicles from tow operators' lots. That analysis determined only minimal differences between lots within the 5 mile radius and those closer to 7 miles.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

Ensure reliable access to towing services in support of street maintenance, winter parking bans, emergency operations, and clearing accident scenes.

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

VII. RECOMMENDATION

Approve the proposed amendments.

VIII. LIST ATTACHMENTS

1. Amendment - Ch28 re Tow Rates 050826
2. ST Committee Tow Rates

Prepared by:
Date: 05/18/2026

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 28 RE: TOW RATES

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

1. That the Sections 101, and 120-123 of the Portland City Code Chapter 28 is hereby amended to read as follows:

Art. I. In General, §§ 28-1--28-10
Art. II. Administration and Enforcement, §§ 28-11--28-50
Div. 1. Generally, §§ 28-11--28-20
Div. 2. City Traffic Engineer, §§ 28-21--28-40

Div. 3. Parking Division, §§ 28-41--28-50
Art. III. Stopping, Standing and Parking, §§ 28-51--28-120
Div. 1. Generally, § 28-51
Div. 2. General Parking Regulations, §§ 28-52--28-80
Div. 3. Parking Meters, §§ 28-81--28-90
Div. 4. Residential and Business-Pedestrian Parking Programs, §§ 28-91--28-94
Div. 5. Snow Removal; Parking Bans, §§ 28-95--28-100
Div. 6. Towing and Immobilization of Vehicles, §§ 28-101--28-110
Div. 7. Taxicab Stands, §§ 28-111--28-119~~120~~
Art. IV. Licensing of Tow Operators, §§ 28-120~~121~~--28-145
Div. 1. Generally, §§ 28-120~~121~~--28-135
Div. 2. License, §§ 28-136--28-145
Art. V. Police Traffic Division, §§ 28-146--28-244
Div. 1. Generally, §§ 28-146--28-150
Div. 2. Accidents, §§ 28-151--28-165
Div. 3. Operation of Vehicles, §§ 28-166--28-195
Div. 4. Emergency Vehicles, §§ 28-196--28-200
Div. 5. Pedestrians, §§ 28-201--28-215
Div. 6. Bicycles, Skateboards and Rollerskating, §§ 28-216--28-240

Subdiv. 1. Generally, §§ 28-216--28-230
Subdiv. 2. Bicycle Registration, §§ 28-231--28-240
Div. 7. All-Terrain Vehicles, §§ 28-241--28-244
Art. VI. Traffic Calming, §§ 28-250--28-266
Art. VII. Valet Parking, §§ 28-270 – 28-283
Art. VIII. Licensing of Booting of Motor Vehicles, §§28-284-28-293

ARTICLE III. STOPPING, STANDING AND PARKING*

***

DIVISION 6. TOWING AND IMMOBILIZATION OF VEHICLES

Sec. 28-101. Applicability.

(a) *In general.* Any vehicle of any kind or description parked upon a public street of the city at any place, in any manner, or for any length of time prohibited by this Code, or during any emergency parking ban declared by the city manager as provided in this chapter, may be removed by, or under the direction of or at the request of, any police officer of the city to a garage, storage place, or to city property within the limits of the city or within a radius of ~~five (5)~~ seven (7) miles from Portland City Hall and impounded therein until the towing and storage fees established by article IV of this chapter are paid, and, until the requirements of this division are met. Such police officer may use such force as may be necessary to enter the vehicle and cause the same to be placed in a condition to be moved and may summon a licensed tow operator pursuant to the provisions of article IV of this chapter for such purpose.

***

Sec. 28-117. Reserved.
Sec. 28-118. Reserved.
Sec. 28-119. Reserved.

ARTICLE IV. LICENSING OF TOW OPERATORS

DIVISION 1. GENERALLY

Sec. 28-120. ~~**Reserved.**~~

ARTICLE IV. LICENSING OF TOW OPERATORS

***Editor's note--**The schedule of tow fees is set by the City in Order 27-22/23 on August 8, 2022 as follows:

ORDERED, that the schedule of maximum rates permitted to be charged vehicle owners by wreckers for specified services listed below adopted pursuant to Chapter 28, Sections 275 and 303 (**NOTE:** now Section 125) of the Portland City Code, and by Council Order 30-88/89, dated June 7, 1989 and amended on May 16, 1994, January 19, 2000, Order 155-04/05, February 2, 2005, Order 161-07/08, March 3, 2008, by Order 14-13/14 on July 15, 2013 and Order 108-17/18 on November 20, 2017, is hereby replaced and amended as follows:

1. Towing of Vehicles or All-Terrain Vehicles

$135.00 per non-accident tow.
$150.00 per accident tow.
$150.00 for any vehicle with dual tires on the rear axle.

When a vehicle is off-road, submerged, rolled over or otherwise requires special equipment for retrieval before it can be towed, a charge of $80 may be assessed in addition to the towing fee. If the recovery takes longer than one hour, a rate of $80 per hour after the first hour may be charged.

2. Once a wrecker has hooked a vehicle to the wrecker, a vehicle owner may take possession of his vehicle if the wrecker has not started to leave the scene with the vehicle and if the owner pays a $40.00 fee in cash to the wrecker driver. Upon such payment, the wrecker shall release the vehicle. No towing fee shall be charged if the owner arrives to move his vehicle prior to the wrecker hooking up to the vehicle. In the case of a police-requested tow and to the extent possible, the wrecker shall not lose its place in rotation on the police towing list if the tow is either cancelled or if the owner retrieves his vehicle prior to tow under this subsection. "Hooked or hooked up" for purposes of this subsection means that the wrecker has attached the vehicle to the wrecker by chains or by hook, or some other similar physical connection that must be detached before the vehicle can move, regardless of whether it has been lifted or moved. "Starts to leave the scene" means that the vehicle is fully attached for towing and the wrecker has begun to move from the scene.

When a vehicle is shoveled out by a tow operator in order to hook it up during a snow ban or for a snow removal conducted by or for the City, and a City employee engaged or participating in the snow removal process determines that the shoveling was reasonable and necessary to accomplish a hook up, the fee shall be $25 regardless of whether the vehicle is hooked up when the vehicle owner arrives at the scene. In cases where the vehicle is shoveled out and hooked up the total fee to release the vehicle shall be $40.00.

3. Storage of vehicles: $40.00 per day or part thereof. Storage charges shall begin twenty-four hours after the vehicle is towed.

4. The charge by the City for vehicles impounded or stored on City property pursuant to Chapter 28 shall be $25.00 for impoundment and storage for the first twenty-four hours from the date and time of impoundment, and shall be $10.00 for each day, or part thereof, thereafter.

~~5. Wrecker owners may charge a $40.00 release fee for vehicles released from storage after 7:00 p.m. and prior to 7:00 a.m. seven days a week and from 7:00 a.m. to 7:00 p.m. on Sundays or on official City holidays.~~

~~6. The Chief of police or designee may authorize additional charges in unusual circumstances.~~

~~7. If a vehicle must be towed after the initial tow, wrecker owners may charge a $135.00 fee for each additional tow of the same vehicle performed at the City's request.~~

~~8. When a vehicle and trailer or two vehicles are towed at the same time the tow fee shall be $270.00.~~

~~**BE IT FURTHER ORDERED,** that the above provisions apply to any tow of a vehicle without the owner's consent, including but not limited to private lot tows requested by a lot owner or manager, and to police requested tows of private vehicles, including but not limited to abandoned vehicle tows, snow tows, scofflaw tows and accident scene tows.~~

~~---~~

~~DIVISION 1. GENERALLY~~

~~**Sec. 28-121.** **Purpose.**~~

In order to protect the safety of persons who operate motor vehicles within the corporate limits of the city, to ensure that the streets and public ways of the city remain open and free of hazard to the public and to further effectuate the efficient enforcement of the city's traffic, parking, snow removal and other regulatory ordinances, it is determined necessary to ensure by licensing the regulation of persons engaged in the business of providing vehicle wrecker or towing and required repair services, to establish rates for such service to the extent permitted by law, to regulate the storage and disposition of vehicles so towed, and to set fees and penalties for the enforcement thereof.

Sec. 28-1212~~1~~. Definitions.

The following words and terms as used in this article shall have the common meanings ascribed thereto, except that the definitions set forth in chapter 15 or in this section shall apply, unless the context clearly indicates a different meaning:

Hooked or *hooked up* means the physical connection of a vehicle to a wrecker by chains, hooks, slings, or other mechanical means such that the vehicle cannot be moved

independently of the wrecker, regardless of whether the vehicle has been lifted or remains on the ground.

Departure from the Scene (or Starts to Leave) means that the vehicle is fully attached for towing and the wrecker has begun to move from the scene.

Towing list means a list or lists maintained by the police department containing the names of those wreckers licensed by the city to respond to requests for the towing of vehicles made by the police department.

Wrecker means a person engaged in the business of, or offering the services of, a vehicle wrecker or towing service, whereby motor vehicles are or may be towed or otherwise removed from one (1) place to another by the use of a motor vehicle adapted to and designed for that purpose.

Sec. 28-122. Tow Fees

(a) The fee schedule set forth in this section shall apply to any tow of a vehicle without the owner's consent, including but not limited to private lot tows requested by a lot owner or manager, and to police requested tows of private vehicles, including but not limited to abandoned vehicle tows, snow tows, scofflaw tows and accident scene tows. The schedule of maximum fees permitted to be charged vehicle owners by wreckers for specified services listed shall be as follows:

Towing of Vehicles or All-Terrain Vehicles

$150.00 per non-accident tow.
$175.00 per accident tow.
$165.00 for any vehicle with dual tires on the rear axle.
$270 for a vehicle and trailer or two vehicles towed at the same time.

When a vehicle is off-road, submerged, rolled over or otherwise requires special equipment for retrieval before it can be towed, a charge of $80 may be assessed in addition to the towing fee. If the recovery takes longer than one hour, a fee of $80 per hour after the first hour may be charged.

(b) Once a wrecker has hooked a vehicle to the wrecker, a vehicle owner may take possession of their vehicle if the wrecker has not started to leave the scene with the vehicle and

if the owner pays a $40.00 fee in cash to the wrecker driver. Upon such payment, the wrecker shall release the vehicle. No towing fee shall be charged if the owner arrives to move their vehicle prior to the wrecker hooking up to the vehicle. In the case of a police-requested tow, and to the extent possible, the wrecker shall not lose its place in rotation on the police towing list if the tow is either cancelled or if the owner retrieves their vehicle prior to tow under this subsection.

When a vehicle is shoveled out by a tow operator in order to hook it up during a snow ban or for a snow removal conducted by or for the City, and a City employee engaged or participating in the snow removal process determines that the shoveling was reasonable and necessary to accomplish a hook up, the fee to release the vehicle shall be (1) $25 if the vehicle is not hooked up when the vehicle owner arrives at the scene; or (2) $40 in cases where the vehicle is shoveled out and hooked up.

(d) The maximum fee for storage of vehicles shall be $50.00 per day or part thereof. Storage charges shall begin twenty-four hours after the vehicle is towed.

(e) The fee for vehicles impounded or stored on City property shall be $25.00 for impoundment and storage for the first twenty-four hours from the time of impoundment, and shall be $10.00 for each day, or part thereof, thereafter.

(f) Wrecker owners may charge a $40.00 release fee for vehicles released from storage after 7:00 p.m. and prior to 7:00 a.m. seven days a week and from 7:00 a.m. to 7:00 p.m. on Sundays or on official City holidays.

(g) The Chief of police or designee may authorize additional charges in unusual circumstances.

(h) If a vehicle must be towed after the initial tow, wrecker owners may charge a $150~~35~~.00 fee for each additional tow of the same vehicle performed at the City's request.

Sec. 28-123. Minimum continuous regulations.

The following minimum regulations will be met on a continuous basis by all licensees:

(a) Licensees shall operate and maintain storage and release facilities within the city, or within a radius of ~~five (5)~~ seven (7) miles from Portland City Hall, as may be necessary for safe and proper conduct of towing activities.

(b) Licensees shall permit the chief of police to conduct one (1) regular and two (2) random inspections of each towing vehicle during the term of the license.

***

City of Portland | Parking Division
Tony Wirkus, *Director*

To: Sustainability and Transportation Committee
Councilor Regina Phillips, Chair

MEETING DATE
April 8, 2026

AGENDA ITEM
3A

PURPOSE
To consider increasing the maximum fee licensed tow operators may charge.

COMMITTEE WORK PLAN/CITY COUNCIL GOAL ALIGNMENT
This item is not included in the Committee's 2026 workplan.

BACKGROUND/ANALYSIS
The regulation of licensing tow operators is governed by Chapter 28 Traffic and Motor Vehicles of the Portland City Code, specifically Article IV Licensing of Tower Operators. The rates established in ordinance were last updated in 2022.

> Article IV. Licensing of Tow Operators
> *Editor's note--The schedule of tow fees is set by the City in Order 27- 22/23 on August 8, 2022 as follows:
> ORDERED, that the schedule of maximum rates permitted to be charged vehicle owners by wreckers for specified services listed below adopted pursuant to Chapter 28, Sections 275 and 303 (NOTE: now Section 125) of the Portland City Code, and by Council Order 30-88/89, dated June 7, 1989 and amended on May 16, 1994, January 19, 2000, Order 155-04/05, February 2, 2005, Order 161-07/08, March 3, 2008, by Order 14-13/14 on July 15, 2013 and Order 108-17/18 on November 20, 2017,
>
> 1. Towing of Vehicles or All-Terrain Vehicles
> $135.00 per non-accident tow
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4. The charge by the City for vehicles impounded or stored on City property pursuant to Chapter 28 shall be $25.00 for impoundment and storage for the first twenty-four hours from the date and time of impoundment, and shall be $10.00 for each day, or part thereof, thereafter.

5. Wrecker owners may charge a $40.00 release fee for vehicles released from storage after 7:00 p.m. and prior to 7:00 a.m. seven days a week and from 7:00 a.m. to 7:00 p.m. on Sundays or on official City holidays.

6. The Chief of police or designee may authorize additional charges in unusual circumstances.

7. If a vehicle must be towed after the initial tow, wrecker owners may charge a $135.00 fee for each additional tow of the same vehicle performed at the City's request.

8. When a vehicle and trailer or two vehicles are towed at the same time the tow fee shall be $270.00.

(Ord. No. 183-97, 1-22-97; Ord. No. 27-08/09, 8-4-08)

Additionally, the minimum continuous regulations outlined below in Sec. 28-123 have been in place since 2008.

Sec. 28-123. Minimum continuous regulations.

The following minimum regulations will be met on a continuous basis by all licensees: (a)

A. Licensees shall operate and maintain storage and release facilities within the city, or within a radius of five (5) miles from Portland City Hall, as may be necessary for safe and proper conduct of towing activities.
B. Licensees shall permit the chief of police to conduct one (1) regular and two (2) random inspections of each towing vehicle during the term of the license.
C. Licensees shall permit the chief of police to conduct one (1) regular and two (2) random inspections of each storage and release areas during the term of the license.
D. Licensees shall maintain such records as required by regulations promulgated by the chief of police pursuant to section 28-124 and shall permit their inspection by the chief or his or her designee during normal business hours.
E. Vehicles must be towed, not driven, to storage lots.
F. Licensees must provide a secure storage area in accordance with regulations promulgated in accordance with section 28-124.
G. No vehicle shall be towed to a lot outside of the city unless pursuant to subsection (1) of this section or unless it has been unclaimed for thirty (30) days and only upon the prior written notice to the police chief or his or her designee.
H. The police chief or his or her designee must be notified of any unclaimed vehicle by electronically reporting the relevant information from the invoice or tow slip for any unclaimed vehicle once a week to the police chief or his or her designee. Said information shall be electronically reported by Tuesday each week and shall include information for each vehicle in licensee's possession that remains unclaimed on the last day of the preceding week.
I. Licensees shall clean the accident area of all nonhazardous vehicular debris resulting from the accident, if there be any.
J. Licensees shall not make any repairs to vehicles without the consent of the owner.
K. Vehicles shall be released from storage in accordance with regulations promulgated by the chief of police pursuant to section 28-124.
L. Licensees shall hold the city harmless from all claims for damages to property and injuries to persons resulting from the licensees' negligence in the towing or storage of vehicles pursuant hereto.
M. Licensees shall not require the owner of the towed vehicle to pay any charge unless signage warning that unauthorized vehicles will be towed at the vehicle owner's expense is posted clearly and conspicuously at each entrance and exit of nonresidential property from which the vehicle is removed or said signage is clearly and conspicuously visible from all entrances of the lot. Signs must include information about how a missing vehicle may be located.

N. Licensees shall conspicuously post current rates for services under this article at the release facility.
O. Licensees shall release vehicles within one (1) hour of the owner's request.

Staff researched other rates in order to provide context about a potential increase in Portland. Below is a summary table of rates.

City	Tow Fee	Daily Storage Fees
Portland, ME	$135 day/night	$40/day
Biddeford, ME	$120 daytime/$150 nighttime	$50/day
Freeport, ME	$100 daytime/$125 nighttime	$50/day storage
Saco, ME	$160	$40 outdoor/$50 indoor per 24 hours
Scarborough, ME	$135 daytime/$135 nighttime	$50/day, $100 EV/day
South Portland, ME	$150	$40/day storage, $40 release fee
Boston, MA	$132 + fuel surcharge	$35/day
Manchester, NH	$175	$50/day, $50 release fee
Dover, NH	Not exceed $160/hr day, $180/hr nights & weekends	$65/day, $50 release fee
Burlington, VT	$75 + standby, additional personnel fees	$30/day at City lot
Portsmouth, NH	Approx $175 - Private operator sets own fees	Private operator sets own rates
Nashua, NH	$185	$80/day

Staff researched the drive time and cost to hire a ride from City Hall to various tow lots that could be included if the approved radius is extended. Below is a summary of the findings.

Lot	Distance	Lyft Tues at Noon	Uber Tues at Noon	Taxi	Lyft Wed at 7 AM	Uber Wed at 7 AM	Lyft Thur at 11 AM	Uber Thur at 11 AM	Drive Time
Lot 1	3.93 miles	$15.96	$15.53	$20.00	$14.92	$23.61	$10.96	$14.02	16 min
Lot 2	4.7 miles	$18.96	$14.94	$26.05	$14.92	$24.60	$12.96	$14.81	15 min
Lot 3	6.69 miles	$18.96	$16.95	$32.00	$12.92	$17.92	$12.96	$16.02	17 min
Lot 4	5.98 miles	$19.96	$16.70	$26.75	$15.92	$18.48	$11.96	$17.13	21 min

FISCAL IMPACT
There is no fiscal impact on City operations.

CONCLUSION(S)

The current fee structure is not competitive in the market which negatively impacts City operations. Tow operators may prioritize other municipalities that allow a higher maximum fee when requests for towing are in high demand. Additionally, tow lots within a 5 mile radius regularly reach capacity. This impacts City operations as it limits the ability to tow vehicles that are in violation.

Staff recommends considering the following changes to Chapter 28

Current	Proposed	Item Description
$135	$150	Tow fee per non-accident tow
$150	$175	Tow fee per accident tow
$150	$165	Tow fee for any vehicles with dual tires on the rear axle
$40	$50	Storage fee per day
5 miles	7 miles	Maximum radius of tow lots from Portland City Hall

PRIOR COUNCIL/COMMITTEE REVIEW

N/A

PREPARED BY

Tony Wirkus
Director
Parking Division

ATTACHMENTS

N/A

MEMORANDUM
City Council Agenda Item

FROM: Dena Libner, Chief of Staff

DATE: May 15, 2026

SUBJECT: Order 231-25/26 Adopting the Development Program for the Portland Tourism Municipal Development District for Fiscal Year 2026-2027 - Sponsored by the Housing and Development Committee, Councilor Pious Ali, Chair

SPONSOR: Housing and Economic Development Committee, Councilor Pious Ali/Chair, meeting held on April 21, 2026, and the vote was 4-0 to send this to the City Council with a recommendation for approval.

(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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: No The June 15, 2026, meeting will be advertised in the Portland Press Herald on June 3, 2026

Does this item involve a new contract with the City: The Housing and Economic Development Committee reviewed this at their April 21, 2026, meeting and voted 4-0 to forward this to the City Council for approval.

PRESENTATION: Dena Libner, 3 Minutes

I. SUMMARY

This item and companion items would approve the Portland Tourism Municipal Development District for Fiscal Year 2026/2027.

II. AGENDA DESCRIPTION

The District was originally approved by the City Council to begin with the second half of FY2024 – January 1, 2024, through June 30, 2024, and was then approved for its first full year beginning with FY2025, and then again for FY2026, so FY2027 would be the third full year of operation.

For FY2027, City Council authorization is needed for the continued operation of the District, which includes: (1) Adopting the Development Program; (2) Establishment of Assessments for the District; and, (3) Authorizing the Agreement.

The revenue raised through the special assessment will fund the District's Development Program expenses for FY2027. The proposed assessment formula is detailed in the Staff Analysis section of this memo.

The Housing and Economic Development Committee reviewed this item at its April 21, 2026, meeting, and voted 4-0 to forward this to the City Council with a recommendation to approve the District.

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

III. BACKGROUND

Visit Portland (VP), a/k/a Greater Portland Convention and Visitors Bureau, had originally approached the City indicating a need for the District as they were underfunded compared with other Destination Marketing

Organizations (DMO), the majority of which are funded by lodging taxes and/or tourism development districts. Historically, VP had been largely funded by annual membership dues and advertising revenue. At that time, VP reported that their then current annual budget was less than half-a-million dollars, but pre-pandemic budgets had exceeded $1M. Other DMOs of similar size to VP, based on Portland's hotel room count of approximately 3,600, have operating budgets of anywhere from $2.3 Million to $14 Million. In order to be sustainable, VP requested the creation of the District.

In consultation with Corporation Counsel's office and outside counsel, it was determined that the District could be established using assessments similar to the Portland Downtown District (PDD). An assessment would be placed on non-seasonal lodging houses within the District of 40 or more rooms, at 1.5% per room sold. The larger lodging houses in the District were targeted for this level of financial contribution due to the programming that would occur through the District for tourism, economic development, and conferences.

Using 2026 data, it is estimated that an assessment rate of 1.5% per room sold would bring in an estimated $1.45 Million in assessments for FY2027. The City's administrative fee is 10% of assessments collected, which would net VP an estimated $1.3 Million for FY2027. See attached listing of the contributing lodging houses and estimated assessments.

With the District in place, VP has a sustainable source of funding to keep Portland competitive as a tourist and convention destination and provide assurances for additional marketing efforts needed during seasonal or economic downturns. VP targets national audiences and capitalizes on growth markets to drive high value, overnight offseason travel to the area, and solidify Portland as a year-round destination. These efforts bolster hotels, restaurants, and retail establishments, their employees, and the multitude of local business contracts needed to run these establishments.

VP tracks results to show a return on investment as a result of the District.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The intended result would be for the Portland City Council to approve the District in a similar fashion as it does annually for the PDD, which would include approving the Development Program, Assessment Fee, and Agreement.

V. FINANCIAL IMPACT

Because of the 10% administrative fee to be retained by the City, negotiated and agreed upon by both parties, there is no financial impact to the City. Administrative fees are intended to cover staff costs associated with the administration of the program, as well as provide funding for City infrastructure needs impacted by increased tourism, including but not limited to, new public restrooms and maintenance, new trash receptacles and maintenance, public benches, and transportation.

VI. STAFF ANALYSIS AND BACKGROUND

Terms for the FY2027 District are recommended by staff as follows:

Agreement Period: Term of the agreement would be one year based on Fiscal Year, and approved annually by the City Council, similar to how the PDD is currently approved annually.

Assessment Rate and City's Administrative Fee: The assessment rate will be one and one-half percent (1.5%). Assessments for each individual lodging house would be established based on the following formula:

Number of Rooms x 365 = Number of Rooms/Year x Occupancy at 50% x Average Daily Room Rate Per Hotel Class x 1.5% Assessment Rate.

Hotel Example for Upper Midscale Classification:

125 Rooms x 365 = 45,625
45,625 x 50% = 22,813
22,813 x $135.25 = $3,085,391
$3,085,391 x 1.5% = $46,281
$46,281 Assessment to Hotel
City 10% Admin = $4,628

Please see attached listing of non-seasonal lodging houses with 40 or more rooms, and, with an assessment fee of 1.5% per room sold, it is estimated that the FY2027 assessment would bring in just over $1.45 Million. With the City's 10% administrative fee of assessments collected, this would yield $145,363 to the City, and net VP $1.3 Million for FY2027.

The estimated assessment fees are based on the estimated number of rooms sold. VP estimated the occupancy percentage of 50% and the Average Daily Room Rate in these estimates was determined using data from the Smith Travel Research (STR) 2026 Report based on hotel class.

Annual Reporting: VP will provide the Director of Finance with an annual certified financial statement for expenses related to the District and the programs and services outlined in the Development Program. The statement shall list all income and expenses related to the District and shall be provided to the Director of Finance within six (6) months after the fiscal year.

Visit Portland will produce an annual report to the City reflecting all projects, expenses, and returns on investment of the District, including efforts to develop and implement workforce programs.

Visit Portland will post meeting minutes related to the District online.

The City will complete financial reporting on the 10% administrative fee at the same intervals.

Staff is recommending that the District for FY2027 be approved by the City Council based on the terms noted above.

VII. RECOMMENDATION

The Housing and Economic Development Committee reviewed this at their April 21, 2026, meeting and voted 4-0 to forward this to the City Council for approval.

VIII. LIST ATTACHMENTS

1. Order - Adopting the Portland Tourism Municipal Dev Destrict for FY27
2. PTDD Dev Program For FY2027 w Redlines for CC
3. PTDD Dev Program For FY2027 Cln for CC
4. Att - Listing of Hotels for FY2027

Prepared by:
Dena Libner, Chief of Staff
Date: 05/15/2026

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 ADOPTING THE DEVELOPMENT PROGRAM FOR THE PORTLAND TOURISM MUNICIPAL DEVELOPMENT DISTRICT FOR FISCAL YEAR 2026-2027

ORDERED, that pursuant to 30-A M.R.S. Section 5224, after public hearing, the City Council of the City of Portland hereby adopts the Development Program submitted by the City Manager, a copy of which is attached hereto, for the Portland Tourism Municipal Development District for fiscal year 2026-2027.

ECONOMIC DEVELOPMENT PROJECT

CITY OF PORTLAND, MAINE

A Municipal Development District

PORTLAND TOURISM MUNICIPAL DEVELOPMENT DISTRICT DEVELOPMENT PROGRAM

Presented to:

City Council

City of Portland

June ___, 2026~~5~~

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Exhibit List

Exhibit A	City of Portland Property Map Showing District Property Relative to City Boundaries
Exhibit B	Notice of Public Hearing
Exhibit C	Minutes of Public Hearing
Exhibit D	City Council Order
Exhibit E	Statutory Requirements and Thresholds Form

Development Program

I. Introduction

The City of Portland (the "City") seeks to establish a Municipal Development District to be known as the "**Portland Tourism Municipal Development District**" (the "District"), located throughout the City of Portland.

The District includes 23 non-seasonal hotels with 40 rooms or more to be assessed for the District to provide programs, services and improvements as described in this Development Program.

In designating the proposed District and adopting this Development Program, the City can accomplish the following goals:

- Maintain and ideally expand the existing tax revenues flowing from the District properties;
- Enable the investment of assessment payments made by properties uniformly and proportionally benefitting from the Development Program in strategic sales, marketing, promotions, destination development and special events;
- Maintain and create long-term, stable employment opportunities for area residents; and
- Improve the overall economy of the City, the Cumberland County region, and the State of Maine.

II. Development Program Narrative

A. The Development District

The District will encompass approximately 42.1269 acres of real property, and includes the following\ City Tax Map/Lots/Blocks: 019-B020001 (0.6552 acres), 042-A001001 (0.807 acres), 20-C009001 (0.7983 acres), 038-G005001 (0.5462 acres), 054-G001001 (.2459 acres), 189-A014001 (4.8057 acres), 040-E00300H (0.767 acres), 210A-A005001 (2.78 acres), 266-A002001 (5.3691), 029-L00100H (0.5829 acres), 265-A001001 (2.9256 acres), 029-K003001 (0.3866 acres), 209A-A016002 (2.2107 acres), 039-E010001 (2.3018 acres), 032-I042001 (0.4392 acres), 065-A003001 (2.007 acres), 266-A001001 (3.0384 acres), 038-F009001 (0.6505 acres), 029-R001001 (0.5596 acres), 267-B001001 (8.173 acres), 020- C010001 (0.7821 acres), 032-C001001 (0.2304 acres), 037-E007001 (1.0647 acres) (each a "District Property"). The District is shown in **Exhibit A** attached hereto.

B. The Development Program

The City's designation of the District and adoption of this Development Program allows for the City to fund activities and projects to be supported by the District Property owners, and also coordinate services to ensure effective delivery and proper support for tourism promotion while building on existing revitalization efforts and protection of public and private investment. The travel industry is a major economic driver for the City and Maine. Visitor spending not only

supports tourism-related businesses but also the local artists, lobster/fishing community, cultural institutions, food & beverage establishments, and small businesses that residents alone could not support year-round. Therefore, it is in the public interest of the City, and vital to the welfare of the City's economy, to facilitate and encourage cooperating public-private partnerships where lodging properties become partners with the City for the enhancement and expansion of the travel economy and to provide for increased business activity, tourism, economic development and job creation throughout the District.

The term of the District will commence when established by the City Council and continue indefinitely, subject to annual budget approvals by the City Council, until the Council takes action to terminate or amend the District. District Property owners may submit a petition to the City Council at any time requesting that the District be terminated, which the City will consider in accordance with applicable law.

Under this Development Program, projects as listed below in Table 1 will be executed through an agreement with a development program manager (the "Development Program Manager").

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the "Statute"). The designation of the District and adoption of the Development Program are effective upon approval by the City Council, evidenced by **Exhibit C** and **Exhibit D** hereto.

C. Services and Programming

District Property owners will pay assessments on an annual basis to support the program. The formation of the District is intended to contribute to the economic growth and wellbeing of the City, and to the betterment of the health, welfare or safety of the inhabitants of the City. To accomplish this intention, the City desires to support the costs described below using District revenues. The City shall not reduce services to the District Properties because of the implementation of the District. Projects and services approved and executed by the District shall be in addition to and not in the place of municipal projects and services. Assessment revenues must be spent in accordance with the financial plan.

The annual project costs presented in the annual Financial Plan shall be approved by the City Council and must be contained within the services and programming~~project~~ descriptions below and identified in the Order Establishing the Portland Tourism Development District. Please see Table 1 herein for a complete list of authorized services and programming~~projects~~ and their respective cost estimates for FY2027~~the second half of the 2024 fiscal year. Future cost estimates for the projects will be approved on an annual basis~~ and will serve as the basis for the assessment calculation.

TABLE 1
Municipal Projects

Services and Programming	FY 20276 Cost Estimate*

A. <u>Sales, Marketing, Promotions, Destination Development and Special Events.</u> Marketing efforts will reach markets such as Leisure Travelers, Meetings & Conferences, Sporting Events, Destination Weddings and Social Events, International Travelers, Motorcoaches, Cruise Passengers, and Media/Influencers. Marketing messaging will reach all ages of travelers and target all demographics including BIPOC and LGBTQ+. Ten percent (10%) of the Sales, Marketing, Promotions, Destination Development, and Special Events budget shall be allotted specifically to reach the BIPOC, LGBTQ+ markets, and community DEI efforts. Projects may include: • Promoting and marketing tourism in different periods (for example out of season or shoulder seasons); • Research & Development of a marketing plan designed to outline a strategy for attracting potential visitors and expand programs to attract diverse visitors at the right time with the right message; • Regional and national leisure marketing and convention trade marketing programs inclusive of broadcast, social, digital, audio, print, pay-per- click and out-of-home channels, designed to increase awareness of and drive overnight traffic to the destination – in turn, benefitting the assessed lodging properties through increased consumer demand and increased year-round room night bookings.; • Public Relations and media programs that enhance the profile of Portland as a visitor, meetings and event destination – in turn, benefitting the assessed lodging properties through increased consumer demanded increased room night bookings; • Dedicated funds to support incentives, hosting fees and other offsetting costs associated with securing strategic industry events, incremental group and convention business, and/or large-scale events for the destination that generate room nights for the assessed lodging properties; • Strategic partnerships, sponsorships, or other alliances that reinforce the City of Portland as a destination of choice within the travel marketplace for meetings, events and leisure travel – in turn, generating greater room night sales to the assessed lodging properties; • Attendance at tradeshows, conferences, and professional industry/partner events to promote the destination and the assessed lodging properties; • Sales missions, client events, site inspections, and familiarization tours showcasing the destination and the assessed lodging properties;	$~~791,949~~847,543

- Visitor services programs designed to extend stays at assessed lodging properties and increase visitor spending;

- Preparation, production, mailing, and distribution of collateral promotional materials such as brochures, flyers, maps, and videos featuring assessed lodging properties;

- Research on current and new markets that would result in additional room night sales to assessed lodging properties

Services and Programming	FY 20276 Cost Estimate*
B. Business Practices & Workforce Initiatives Work with lodging partners, attractions, restaurants, venues and other tourism-related entities to support programs that encourage sustainable visitation. Services **may** include: • Programs to combat congestion at specific locations and reduce pressure on infrastructure and resources that have a negative impact on the quality of life for residents; • Programming to sustain demand and undertaking activities that balance the livability of the destination in popular tourism periods and generating overnight stays from leisure travelers especially during need periods; • Infrastructure or capital improvements, including maintenance activities, that enhance Portland's competitive position to attract desirable special events year around and attract overnight visitors including payment of debt service on such expenditures; • Funds shall be deployed to build programs to support a sustainable workforce. Programming may include destination-wide workforce assessment, apprenticeship or educational programming as seasonality requires, and worker-led roundtables and peer listening sessions designed to foster open dialogue among hospitality employees, as well as a community-facing workforce website that highlights worker contributions and connects them with professional resources. .	$~~100,000~~50,000
C. **District Administration** The administration portion of the budget shall be utilized for administrative costs, office costs, and other general administrative costs such as insurance, legal, and accounting fees incurred by the City and the Development Program Manager. A portion of the budget will be allocated to a contingency fund. If there are contingency funds collected, they may be held in a reserve fund or utilized for other program or administration costs at the discretion of the Development Program Manager board. Policies relating to contributions to the reserve fund, the target amount of the reserve fund, and expenditure of monies from the reserve fund shall be set by the Board, subject to approval by the City.	$~~533,692~~536,090
D. **Return on Investment/ Quarterly and Annual Reporting** The Development Program Manager will account for the expenses and results of the district specific to the Services and Programming and the return on investment as it relates to benefiting the property owners in the district and community related impact such as workforce programs.	$20,000

Services and Programming	FY 20276 Cost Estimate*
Total	**$~~1,445,641~~1,453,633**

* These are estimates only. The City may approve different budgeted amounts for the listed projects each year.

D. Strategic Growth and Development

By creating and designating the District, the City can achieve the appropriate level of programs, services and improvements described in this Development Program as well as a fair and appropriate financial contribution from each party benefitting from such activities. Establishing the public private partnership to fund our local tourism industry will pave the way for an engaged community that will be invested in efforts to stabilize and sustain a year-round balanced visitor demand, local workforce development and support, creating a new platform for Portland to elevate the accessibility to its diverse community, support residents and business development, and maintain and evolve experiences for visitors.

In addition, by providing additional services for assessed lodging properties in the City of Portland, the District will ease the burden on local government, which faces constrained budgets, while under obligation to provide equivalent levels of service throughout the entire community.

The City's designation of the District and pursuit of this Development Program constitute a good and valid public purpose described in Chapter 206 of Title 30-A of Maine Revised Statutes because it represents a substantial contribution to the economic well-being of both the City and the region, by supporting surrounding businesses which provide jobs and contribute to property taxes.

E. Improvements to the Public Infrastructure

As further set forth in Table 1, the City will undertake a variety of operations and maintenance activities, including potential public infrastructure improvements.

F. Operational Components

1. Public Facilities

As further set forth in Table 1, the City may undertake public capital improvement projects and maintenance activities.

2. Commercial Improvements Financed Through Development Program

No commercial improvements will be financed through the District or assessments.

3. Relocation of Displaced Persons

No persons will be displaced.

4. Transportation Improvements

No transportation improvements will be financed through the District or Assessments.

5. Environmental Controls

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

6. Plan of Operation

During the term of the District, the City Manager or designee will be responsible for all administrative matters within the purview of the City concerning the implementation and operation of the District, including the imposition and collection of implementation assessments.

Pursuant to the Development Districts Law, the City will enter into a contractual arrangement with the Development Program Manager to perform the Projects outlined in Table 1 above and all administrative matters associated with the Development Program other than those matters within the purview of the City. The Development Program Manager shall establish a corporate Board of Directors whose members fairly represent a cross section of assessed property owners or their designees in the District and include on the Board one (1) ex-officio Director seat for the Portland Housing and Economic Development Director or the City Manager's designee.

III. Physical Description

Municipal documents relating to the District's physical description attached as: City of Portland property map showing the District relative to City boundaries. **Exhibit A**

IV. Financial Plan

The District will encompass approximately 42.1269 acres of property and will begin for the 2027~~6~~ fiscal year July 1, 2026~~5~~ – June 30, 2026~~7~~, with subsequent fiscal years with an indefinite term of years to be terminated only upon Council action.

A. Cost Estimate and Sources of Revenues

All non-seasonal lodging properties with forty (40) or more rooms within the boundaries of the City of Portland that meet the assessed property criteria shall be assessed. The assessment is based upon the benefits received from the district programming, derived from the business activity related to the parcel. The fiscal year method and assessment rate is based on short term

room rental using the US Average, Average Daily Rate (ADR) multiplied by fifty-percent (50%) occupancy as reported by STR year or, when unavailable, as reported by the District Property, for the previous year, multiplied by one and one-half percent (1.5%) which is also equal to one and one-half percent (1.5%) of annual gross short-term room rental revenue.

With a July 1, 2025~~5~~6, District begin date, the budget is based on July 1, 2026~~5~~, to June 30, 2027~~6~~, business activity as reported by STR as outlined above, or when unavailable as reported by District Property owners. The subsequent annual assessment will be calculated in a similar manner to the initial assessment using the most recent available previous fiscal year data as reported by STR as outlined above, or when unavailable by District Property Owners.

Assuming a July 1, 2026~~5~~ District begin date, the District is expected to have a budget (FY2027~~6~~) of approximately $~~$1,445,641~~ 1,453,633 based on the assessment rate described above and the cost of programs detailed in the attached budget and as described in Table 1.

B. Collections and Remittance

Pursuant to the Development Districts Law, assessments must be collected by the City at the same time and in the same manner as municipal taxes, following municipal procedures as outlined by the City of Portland. The City shall forward to the Development Program Manager all District assessment funds collected within thirty (30) days of collection, less a ten (10) percent City administrative fee as authorized in the District Development Program. The City tax collector has all the authority and powers by law to collect the assessments. If any District Property owner fails to pay any assessment or part of an assessment on or before the dates required, the City has all the authority and powers to collect the delinquent assessments vested in the City by law to collect delinquent municipal taxes. Penalties for nonpayment of assessments shall be equivalent to penalties for nonpayment of property taxes. Assessments may be remitted on a monthly basis in advance of the municipal tax billing. The City administrative fee may be used for any costs or expenses related to the administration, collection, enforcement, and reporting particular to the District. Any additional funds shall be spent in accordance with the Development Districts Law in a manner which uniformly benefits the assessed parcels in the district. The City may require reporting and conduct an audit without cause no more than once every year to verify remittance in accordance with the assessment formula.

C. Municipal Indebtedness

The City reserves the right to issue municipal bonds in order to pay for costs of maintenance and operations costs. Any municipal bond issued for such a project would require City Council approval and follow the Charter required process.

D. Related Contract, Agreements, and Obligations

There are no existing terms and conditions of any agreements, contracts, or other obligations related to this Program, other than the anticipated contract with the Development Program Manager to implement the Projects outlined in Table 1 above and all other administrative matters concerning the implementation and operation of the District, other than those matters within the purview of the City.

E. Rollover Funds

Any and all unused fee funds collected during a year may be rolled over to the subsequent year to be used for programs detailed in the Financial Plan. In the event of termination of the District, any remaining revenues, after all outstanding debts are paid, derived from the charge of fees, or derived from the sale of assets acquired with the revenues, shall be appropriated for the purposes of this Development Program.

F. Reserve Policy

The District's Development Program Manager may develop a Reserve Policy to establish minimum levels for designated funds to ensure stable program and project execution, meet future needs, and protect against financial instability, subject to approval by the City.

V. Financial Data

Please find attached as **Exhibit E** the Statutory Requirements and Thresholds Form required by the Maine Department of Economic and Community Development.

VI. Municipal Approvals

A. Notice of Public Hearing

Attached as **Exhibit A** is a copy of the Notice of Public Hearing held on_____ in accordance with the requirements of 30-A M.R.S.A. § 5226(1). The notice was published in the Portland Press Herald, a newspaper of general circulation in the City _____on a date at least ten (10) days prior to the public hearing.

B. Minutes of Public Hearing

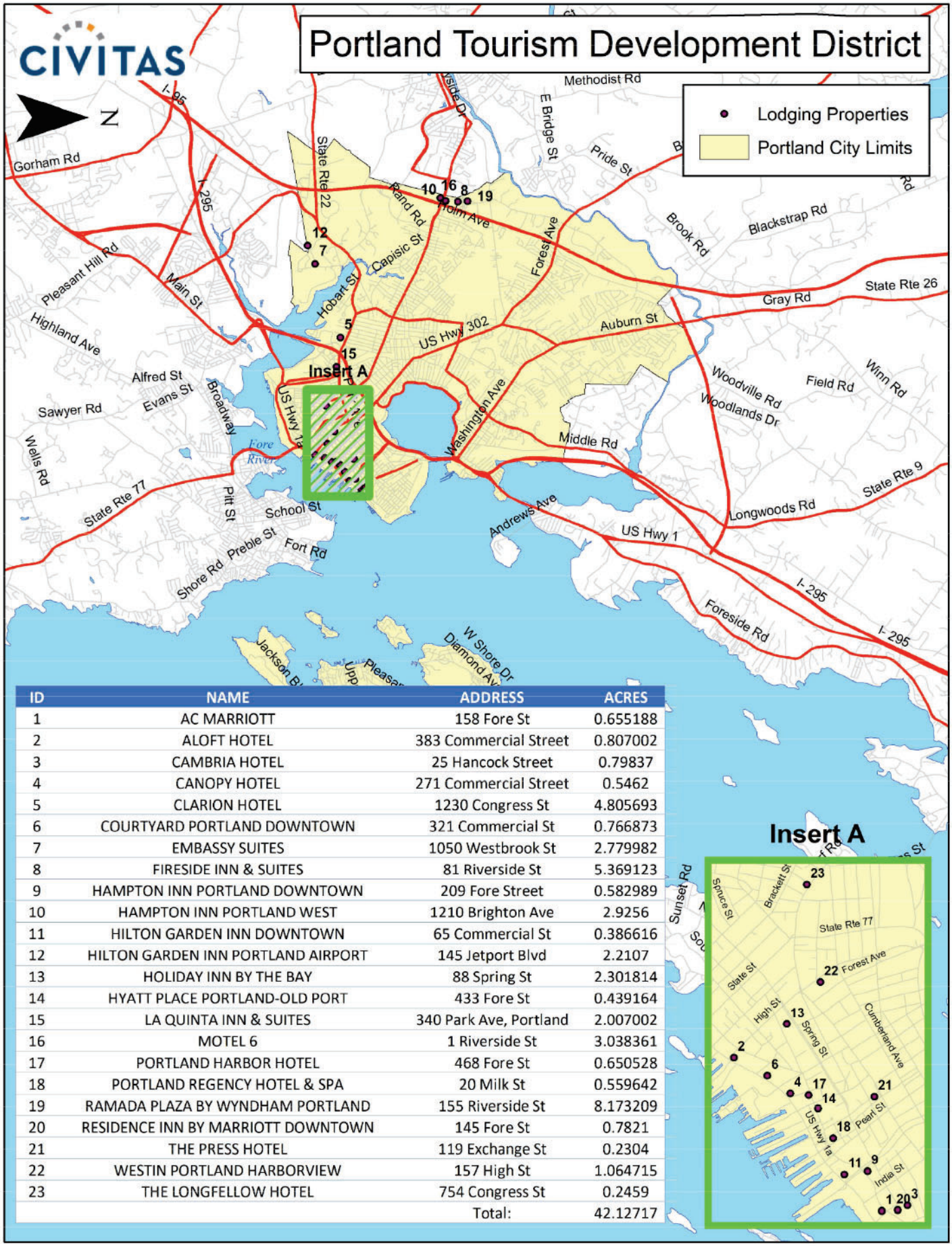
Attached as **Exhibit C** is a certified copy of the minutes of the public hearing held on , at which time the proposed District was discussed by the public.

C. City Council Order

Attached as **Exhibit D** is an attested copy of the City Council Order adopted by the Portland City Council at a Council Meeting duly called and held on _____, 2026, designating the District and adopting the Development Program.

EXHIBIT A

CITY OF PORTLAND PROPERTY MAP SHOWING DISTRICT PROPERTY RELATIVE TO CITY BOUNDARIES



ID	NAME	ADDRESS	ACRES
1	AC MARRIOTT	158 Fore St	0.655188
2	ALOFT HOTEL	383 Commercial Street	0.807002
3	CAMBRIA HOTEL	25 Hancock Street	0.79837
4	CANOPY HOTEL	271 Commercial Street	0.5462
5	CLARION HOTEL	1230 Congress St	4.805693
6	COURTYARD PORTLAND DOWNTOWN	321 Commercial St	0.766873
7	EMBASSY SUITES	1050 Westbrook St	2.779982
8	FIRESIDE INN & SUITES	81 Riverside St	5.369123
9	HAMPTON INN PORTLAND DOWNTOWN	209 Fore Street	0.582989
10	HAMPTON INN PORTLAND WEST	1210 Brighton Ave	2.9256
11	HILTON GARDEN INN DOWNTOWN	65 Commercial St	0.386616
12	HILTON GARDEN INN PORTLAND AIRPORT	145 Jetport Blvd	2.2107
13	HOLIDAY INN BY THE BAY	88 Spring St	2.301814
14	HYATT PLACE PORTLAND-OLD PORT	433 Fore St	0.439164
15	LA QUINTA INN & SUITES	340 Park Ave, Portland	2.007002
16	MOTEL 6	1 Riverside St	3.038361
17	PORTLAND HARBOR HOTEL	468 Fore St	0.650528
18	PORTLAND REGENCY HOTEL & SPA	20 Milk St	0.559642
19	RAMADA PLAZA BY WYNDHAM PORTLAND	155 Riverside St	8.173209
20	RESIDENCE INN BY MARRIOTT DOWNTOWN	145 Fore St	0.7821
21	THE PRESS HOTEL	119 Exchange St	0.2304
22	WESTIN PORTLAND HARBORVIEW	157 High St	1.064715
23	THE LONGFELLOW HOTEL	754 Congress St	0.2459
		Total:	42.12717

EXHIBIT B
NOTICE OF PUBLIC HEARING

EXHIBIT C
MINUTES OF PUBLIC HEARING

EXHIBIT D
CITY COUNCIL ORDER

EXHIBIT E
STATUTORY REQUIREMENTS AND THRESHOLDS FORM

ECONOMIC DEVELOPMENT PROJECT

CITY OF PORTLAND, MAINE

A Municipal Development District

PORTLAND TOURISM MUNICIPAL DEVELOPMENT DISTRICT DEVELOPMENT PROGRAM

Presented to:

City Council

City of Portland

June ___, 2026

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Exhibit List

Exhibit A	City of Portland Property Map Showing District Property Relative to City Boundaries
Exhibit B	Notice of Public Hearing
Exhibit C	Minutes of Public Hearing
Exhibit D	City Council Order
Exhibit E	Statutory Requirements and Thresholds Form

Development Program

I. Introduction

The City of Portland (the "City") seeks to establish a Municipal Development District to be known as the "**Portland Tourism Municipal Development District**" (the "District"), located throughout the City of Portland.

The District includes 23 non-seasonal hotels with 40 rooms or more to be assessed for the District to provide programs, services and improvements as described in this Development Program.

In designating the proposed District and adopting this Development Program, the City can accomplish the following goals:

- Maintain and ideally expand the existing tax revenues flowing from the District properties;
- Enable the investment of assessment payments made by properties uniformly and proportionally benefitting from the Development Program in strategic sales, marketing, promotions, destination development and special events;
- Maintain and create long-term, stable employment opportunities for area residents; and
- Improve the overall economy of the City, the Cumberland County region, and the State of Maine.

II. Development Program Narrative

A. The Development District

The District will encompass approximately 42.1269 acres of real property, and includes the following\ City Tax Map/Lots/Blocks: 019-B020001 (0.6552 acres), 042-A001001 (0.807 acres), 20-C009001 (0.7983 acres), 038-G005001 (0.5462 acres), 054-G001001 (.2459 acres), 189-A014001 (4.8057 acres), 040-E00300H (0.767 acres), 210A-A005001 (2.78 acres), 266-A002001 (5.3691), 029-L00100H (0.5829 acres), 265-A001001 (2.9256 acres), 029-K003001 (0.3866 acres), 209A-A016002 (2.2107 acres), 039-E010001 (2.3018 acres), 032-I042001 (0.4392 acres), 065-A003001 (2.007 acres), 266-A001001 (3.0384 acres), 038-F009001 (0.6505 acres), 029-R001001 (0.5596 acres), 267-B001001 (8.173 acres), 020- C010001 (0.7821 acres), 032-C001001 (0.2304 acres), 037-E007001 (1.0647 acres) (each a "District Property"). The District is shown in **Exhibit A** attached hereto.

B. The Development Program

The City's designation of the District and adoption of this Development Program allows for the City to fund activities and projects to be supported by the District Property owners, and also coordinate services to ensure effective delivery and proper support for tourism promotion while building on existing revitalization efforts and protection of public and private investment. The travel industry is a major economic driver for the City and Maine. Visitor spending not only

supports tourism-related businesses but also the local artists, lobster/fishing community, cultural institutions, food & beverage establishments, and small businesses that residents alone could not support year-round. Therefore, it is in the public interest of the City, and vital to the welfare of the City's economy, to facilitate and encourage cooperating public-private partnerships where lodging properties become partners with the City for the enhancement and expansion of the travel economy and to provide for increased business activity, tourism, economic development and job creation throughout the District.

The term of the District will commence when established by the City Council and continue indefinitely, subject to annual budget approvals by the City Council, until the Council takes action to terminate or amend the District. District Property owners may submit a petition to the City Council at any time requesting that the District be terminated, which the City will consider in accordance with applicable law.

Under this Development Program, projects as listed below in Table 1 will be executed through an agreement with a development program manager (the "Development Program Manager").

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the "Statute"). The designation of the District and adoption of the Development Program are effective upon approval by the City Council, evidenced by **Exhibit C** and **Exhibit D** hereto.

C. Services and Programming

District Property owners will pay assessments on an annual basis to support the program. The formation of the District is intended to contribute to the economic growth and wellbeing of the City, and to the betterment of the health, welfare or safety of the inhabitants of the City. To accomplish this intention, the City desires to support the costs described below using District revenues. The City shall not reduce services to the District Properties because of the implementation of the District. Projects and services approved and executed by the District shall be in addition to and not in the place of municipal projects and services. Assessment revenues must be spent in accordance with the financial plan.

The annual project costs presented in the annual Financial Plan shall be approved by the City Council and must be contained within the services and programming descriptions below and identified in the Order Establishing the Portland Tourism Development District. Please see Table 1 herein for a complete list of authorized services and programming and their respective cost estimates for FY2027 and will serve as the basis for the assessment calculation.

TABLE 1
Municipal Projects

Services and Programming	FY 2027 Cost Estimate*

A. <u>Sales, Marketing, Promotions, Destination Development and Special Events.</u> Marketing efforts will reach markets such as Leisure Travelers, Meetings & Conferences, Sporting Events, Destination Weddings and Social Events, International Travelers, Motorcoaches, Cruise Passengers, and Media/Influencers. Marketing messaging will reach all ages of travelers and target all demographics including BIPOC and LGBTQ+. Ten percent (10%) of the Sales, Marketing, Promotions, Destination Development, and Special Events budget shall be allotted specifically to reach the BIPOC, LGBTQ+ markets, and community DEI efforts. Projects may include: ● Promoting and marketing tourism in different periods (for example out of season or shoulder seasons); ● Research & Development of a marketing plan designed to outline a strategy for attracting potential visitors and expand programs to attract diverse visitors at the right time with the right message; ● Regional and national leisure marketing and convention trade marketing programs inclusive of broadcast, social, digital, audio, print, pay-per- click and out-of-home channels, designed to increase awareness of and drive overnight traffic to the destination – in turn, benefitting the assessed lodging properties through increased consumer demand and increased year-round room night bookings.; ● Public Relations and media programs that enhance the profile of Portland as a visitor, meetings and event destination – in turn, benefitting the assessed lodging properties through increased consumer demanded increased room night bookings; ● Dedicated funds to support incentives, hosting fees and other offsetting costs associated with securing strategic industry events, incremental group and convention business, and/or large-scale events for the destination that generate room nights for the assessed lodging properties; ● Strategic partnerships, sponsorships, or other alliances that reinforce the City of Portland as a destination of choice within the travel marketplace for meetings, events and leisure travel – in turn, generating greater room night sales to the assessed lodging properties; ● Attendance at tradeshows, conferences, and professional industry/partner events to promote the destination and the assessed lodging properties; ● Sales missions, client events, site inspections, and familiarization tours showcasing the destination and the assessed lodging properties;	$847,543

• Visitor services programs designed to extend stays at assessed lodging properties and increase visitor spending; • Preparation, production, mailing, and distribution of collateral promotional materials such as brochures, flyers, maps, and videos featuring assessed lodging properties; • Research on current and new markets that would result in additional room night sales to assessed lodging properties	

Services and Programming	FY 2027 Cost Estimate*
B. Business Practices & Workforce Initiatives Work with lodging partners, attractions, restaurants, venues and other tourism-related entities to support programs that encourage sustainable visitation. Services **may** include: ● Programs to combat congestion at specific locations and reduce pressure on infrastructure and resources that have a negative impact on the quality of life for residents; ● Programming to sustain demand and undertaking activities that balance the livability of the destination in popular tourism periods and generating overnight stays from leisure travelers especially during need periods; ● Infrastructure or capital improvements, including maintenance activities, that enhance Portland's competitive position to attract desirable special events year around and attract overnight visitors including payment of debt service on such expenditures; ● Funds shall be deployed to build programs to support a sustainable workforce. Programming may include destination-wide workforce assessment, apprenticeship or educational programming as seasonality requires, and worker-led roundtables and peer listening sessions designed to foster open dialogue among hospitality employees, as well as a community-facing workforce website that highlights worker contributions and connects them with professional resources. .	$50,000
C. **District <u>Administration</u>** The administration portion of the budget shall be utilized for administrative costs, office costs, and other general administrative costs such as insurance, legal, and accounting fees incurred by the City and the Development Program Manager. A portion of the budget will be allocated to a contingency fund. If there are contingency funds collected, they may be held in a reserve fund or utilized for other program or administration costs at the discretion of the Development Program Manager board. Policies relating to contributions to the reserve fund, the target amount of the reserve fund, and expenditure of monies from the reserve fund shall be set by the Board, subject to approval by the City.	$536,090
D. **<u>Return on Investment/ Quarterly and Annual Reporting</u>** The Development Program Manager will account for the expenses and results of the district specific to the Services and Programming and the return on investment as it relates to benefiting the property owners in the district and community related impact such as workforce programs.	$20,000

Services and Programming	FY 2027 Cost Estimate*
Total	**$1,453,633**

* These are estimates only. The City may approve different budgeted amounts for the listed projects each year.

D. Strategic Growth and Development

By creating and designating the District, the City can achieve the appropriate level of programs, services and improvements described in this Development Program as well as a fair and appropriate financial contribution from each party benefitting from such activities. Establishing the public private partnership to fund our local tourism industry will pave the way for an engaged community that will be invested in efforts to stabilize and sustain a year-round balanced visitor demand, local workforce development and support, creating a new platform for Portland to elevate the accessibility to its diverse community, support residents and business development, and maintain and evolve experiences for visitors.

In addition, by providing additional services for assessed lodging properties in the City of Portland, the District will ease the burden on local government, which faces constrained budgets, while under obligation to provide equivalent levels of service throughout the entire community.

The City's designation of the District and pursuit of this Development Program constitute a good and valid public purpose described in Chapter 206 of Title 30-A of Maine Revised Statutes because it represents a substantial contribution to the economic well-being of both the City and the region, by supporting surrounding businesses which provide jobs and contribute to property taxes.

E. Improvements to the Public Infrastructure

As further set forth in Table 1, the City will undertake a variety of operations and maintenance activities, including potential public infrastructure improvements.

F. Operational Components

1. Public Facilities

As further set forth in Table 1, the City may undertake public capital improvement projects and maintenance activities.

2. Commercial Improvements Financed Through Development Program

No commercial improvements will be financed through the District or assessments.

3. Relocation of Displaced Persons

No persons will be displaced.

4. Transportation Improvements

No transportation improvements will be financed through the District or Assessments.

5. Environmental Controls

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

6. Plan of Operation

During the term of the District, the City Manager or designee will be responsible for all administrative matters within the purview of the City concerning the implementation and operation of the District, including the imposition and collection of implementation assessments.

Pursuant to the Development Districts Law, the City will enter into a contractual arrangement with the Development Program Manager to perform the Projects outlined in Table 1 above and all administrative matters associated with the Development Program other than those matters within the purview of the City. The Development Program Manager shall establish a corporate Board of Directors whose members fairly represent a cross section of assessed property owners or their designees in the District and include on the Board one (1) ex-officio Director seat for the Portland Housing and Economic Development Director or the City Manager's designee.

III. Physical Description

Municipal documents relating to the District's physical description attached as: City of Portland property map showing the District relative to City boundaries. **Exhibit A**

IV. Financial Plan

The District will encompass approximately 42.1269 acres of property and will begin for the 2027 fiscal year July 1, 2026 – June 30, 2027, with subsequent fiscal years with an indefinite term of years to be terminated only upon Council action.

A. Cost Estimate and Sources of Revenues

All non-seasonal lodging properties with forty (40) or more rooms within the boundaries of the City of Portland that meet the assessed property criteria shall be assessed. The assessment is based upon the benefits received from the district programming, derived from the business activity related to the parcel. The fiscal year method and assessment rate is based on short term room rental using the US Average, Average Daily Rate (ADR) multiplied by fifty-percent (50%) occupancy as reported by STR year or, when unavailable, as reported by the District Property,

for the previous year, multiplied by one and one-half percent (1.5%) which is also equal to one and one-half percent (1.5%) of annual gross short-term room rental revenue.

With a July 1, 2026, District begin date, the budget is based on July 1, 2026, to June 30, 2027, business activity as reported by STR as outlined above, or when unavailable as reported by District Property owners. The subsequent annual assessment will be calculated in a similar manner to the initial assessment using the most recent available previous fiscal year data as reported by STR as outlined above, or when unavailable by District Property Owners.

Assuming a July 1, 2026 District begin date, the District is expected to have a budget (FY2027) of approximately $1,453,633 based on the assessment rate described above and the cost of programs detailed in the attached budget and as described in Table 1.

B. Collections and Remittance

Pursuant to the Development Districts Law, assessments must be collected by the City at the same time and in the same manner as municipal taxes, following municipal procedures as outlined by the City of Portland. The City shall forward to the Development Program Manager all District assessment funds collected within thirty (30) days of collection, less a ten (10) percent City administrative fee as authorized in the District Development Program. The City tax collector has all the authority and powers by law to collect the assessments. If any District Property owner fails to pay any assessment or part of an assessment on or before the dates required, the City has all the authority and powers to collect the delinquent assessments vested in the City by law to collect delinquent municipal taxes. Penalties for nonpayment of assessments shall be equivalent to penalties for nonpayment of property taxes. Assessments may be remitted on a monthly basis in advance of the municipal tax billing. The City administrative fee may be used for any costs or expenses related to the administration, collection, enforcement, and reporting particular to the District. Any additional funds shall be spent in accordance with the Development Districts Law in a manner which uniformly benefits the assessed parcels in the district. The City may require reporting and conduct an audit without cause no more than once every year to verify remittance in accordance with the assessment formula.

C. Municipal Indebtedness

The City reserves the right to issue municipal bonds in order to pay for costs of maintenance and operations costs. Any municipal bond issued for such a project would require City Council approval and follow the Charter required process.

D. Related Contract, Agreements, and Obligations

There are no existing terms and conditions of any agreements, contracts, or other obligations related to this Program, other than the anticipated contract with the Development Program Manager to implement the Projects outlined in Table 1 above and all other administrative matters concerning the implementation and operation of the District, other than those matters within the purview of the City.

E. Rollover Funds

Any and all unused fee funds collected during a year may be rolled over to the subsequent year to be used for programs detailed in the Financial Plan. In the event of termination of the District, any remaining revenues, after all outstanding debts are paid, derived from the charge of fees, or derived from the sale of assets acquired with the revenues, shall be appropriated for the purposes of this Development Program.

F. Reserve Policy

The District's Development Program Manager may develop a Reserve Policy to establish minimum levels for designated funds to ensure stable program and project execution, meet future needs, and protect against financial instability, subject to approval by the City.

V. Financial Data

Please find attached as **Exhibit E** the Statutory Requirements and Thresholds Form required by the Maine Department of Economic and Community Development.

VI. Municipal Approvals

A. Notice of Public Hearing

Attached as **Exhibit A** is a copy of the Notice of Public Hearing held on_____ in accordance with the requirements of 30-A M.R.S.A. § 5226(1). The notice was published in the Portland Press Herald, a newspaper of general circulation in the City _____on a date at least ten (10) days prior to the public hearing.

B. Minutes of Public Hearing

Attached as **Exhibit C** is a certified copy of the minutes of the public hearing held on , at which time the proposed District was discussed by the public.

C. City Council Order

Attached as **Exhibit D** is an attested copy of the City Council Order adopted by the Portland City Council at a Council Meeting duly called and held on _____, 2026, designating the District and adopting the Development Program.

EXHIBIT A

CITY OF PORTLAND PROPERTY MAP SHOWING DISTRICT PROPERTY RELATIVE TO CITY BOUNDARIES

EXHIBIT B
NOTICE OF PUBLIC HEARING

EXHIBIT C
MINUTES OF PUBLIC HEARING

EXHIBIT D
CITY COUNCIL ORDER

EXHIBIT E
STATUTORY REQUIREMENTS AND THRESHOLDS FORM

NON-SEASONAL LODGING PROPERTIES OF 40 ROOMS OR MORE TO BE ASSESSED FOR PROPOSED PORTLAND TOURISM DEVELOPMENT DISTRICT-FY2027 - 4/9/2026	Address	Chart-Block-Lot	Acreage	Number of Rooms	Number of Rooms per year	Rooms Rented at Annual Average Rate of 50% Per Class	Est. Room Revenue Per Hotel Class Using US Average Daily Rate (ADR) (YEAR-TO-DATE AS OF MARCH 2026)	Estimated Assessment for FY2027, Based on 50% ADR * 1.5% Assessment	10% of Assement Fee to City Adm.
Hotel Name									
- Economy Class						***50.0%***	***$78.20***	***1.50%***	***10%***
Motel 6 Portland ME	1 Riverside St	266 A001001	3.0384	128	46,720	23,360	$1,826,752.00	$27,401.28	$2,740.13
- Midscale Class						***50.0%***	***$102.08***	***1.50%***	***10%***
Ramada Plaza By Wyndham Portland	155 Riverside St	267 B001001	8.173	119	43,435	21,718	$2,216,922.40	$33,253.84	$3,325.38
Fireside Inn & Suites Portland	81 Riverside St	266 A002001	5.3691	196	71,540	35,770	$3,651,401.60	$54,771.02	$5,477.10
- Upper Midscale Class						***50.0%***	***$135.25***	***1.50%***	***10%***
La Quinta Inn & Suites by Wyndham Portland	340 Park Ave, Portland	065 A003001	2.007	105	38,325	19,163	$2,591,728.13	$38,875.92	$3,887.59
Clarion Hotel Airport	1230 Congress St	189 A014001	4.8057	149	54,385	27,193	$3,677,785.63	$55,166.78	$5,516.68
Hampton Inn Portland Downtown - Waterfront	209 Fore Street	029 L00100H	0.5829	125	45,625	22,813	$3,085,390.63	$46,280.86	$4,628.09
Holiday Inn By The Bay	88 Spring St	039 E010001	2.3018	239	87,235	43,618	$5,899,266.88	$88,489.00	$8,848.90
Hampton Inn & Suites Portland West	1210 Brighton Ave	265 A001001	2.9256	86	31,390	15,695	$2,122,748.75	$31,841.23	$3,184.12
- Upscale Class						***50%***	***$167.02***	***1.5%***	***10%***
Residence Inn By Marriott Portland Downtown/Waterfront	147 Fore St	020 C010001	0.7821	179	65,335	32,668	$5,456,125.85	$81,841.89	$8,184.19
Hilton Garden Inn Portland Downtown Waterfront	65 Commercial St	029 K003001	0.3866	120	43,800	21,900	$3,657,738.00	$54,866.07	$5,486.61
AC Hotel by Marriott Portland Downtown/Waterfront	158 Fore St	019 B020001	0.6552	178	64,970	32,485	$5,425,644.70	$81,384.67	$8,138.47
Courtyard by Marriott Portland Downtown/Waterfront	311 Commercial St	040 E00300H	0.767	132	48,180	24,090	$4,023,511.80	$60,352.68	$6,035.27
Hyatt Place Portland-Old Port	433 Fore St	032 I042001	0.4392	130	47,450	23,725	$3,962,549.50	$59,438.24	$5,943.82
Cambria Hotel Portland Downtown / Old Port	127 Fore St	020 C009005	0.7983	102	37,230	18,615	$3,109,077.30	$46,636.16	$4,663.62
Aloft Portland Maine	379 Commercial Street	042 A001001	0.807	157	57,305	28,653	$4,785,540.55	$71,783.11	$7,178.31
Hilton Garden Inn Portland Airport	145 Jetport Blvd	209A A016002	2.2107	76	27,740	13,870	$2,316,567.40	$34,748.51	$3,474.85
- Upper Upscale Class						***50%***	***$221.53***	***1.5%***	***10%***
The Press Hotel, Autograph Collection	390 Congress St	032 C001001	0.2304	110	40,150	20,075	$4,447,214.75	$66,708.22	$6,670.82
Portland Regency Hotel & Spa	20 Milk St	029 R001001	0.5596	95	34,675	17,338	$3,840,776.38	$57,611.65	$5,761.16
The Westin Portland Harborview	157 High St	037 E007001	1.0647	289	105,485	52,743	$11,684,046.03	$175,260.69	$17,526.07
Canopy by Hilton Portland Waterfront	9 Center Street	038 G005001	0.5462	135	49,275	24,638	$5,457,945.38	$81,869.18	$8,186.92
Embassy Suites by Hilton Portland Maine	1050 Westbrook St	210A A005001	2.78	124	45,260	22,630	$5,013,223.90	$75,198.36	$7,519.84
The Longfellow Hotel	754 Congress St.	054 G001001	0.2459	48	17,520	8,760	$1,940,602.80	$29,109.04	$2,910.90
- Luxury Class						***50%***	***$379.40***	***1.50%***	***10%***
Portland Harbor Hotel	468 Fore St	038 F009001	0.6505	97	35,405	17,703	$6,716,328.50	$100,744.93	$10,074.49
Totals:			42.1269				**$94,968,286.03**	**$1,453,633.33**	**$145,363.33**
								$1,308,270.00	

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 15, 2026

SUBJECT: Order 232-25/26 Establishing Implementation Assessments for the Portland Tourism Municipal Development District for Fiscal Year 2026-2027 - Sponsored by the Housing and Economic Development Committee, Councilor Pious Ali, Chair

SPONSOR: Housing and Economic Development Committee.
(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: No.

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

I. SUMMARY

II. AGENDA DESCRIPTION
This is a companion Order to the above Order.

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
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. Order - Establishing Implementation Assessments for Portland Tourism FY27
2. Att - Listing of Hotels for FY2027

Prepared by:
Date: 05/15/2026

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 ESTABLISHING IMPLEMENTATION ASSESSMENTS FOR THE PORTLAND TOURISM MUNICIPAL DEVELOPMENT DISTRICT FOR FISCAL YEAR 2026-2027

ORDERED, that pursuant to 30-A M.R.S. § 5228, after public hearing thereon, that the sum of $1,453,633 be raised and appropriated from the special assessments on all real estate situated within the boundaries of the Portland Tourism Municipal Development District, to fund implementation costs for such district for the period beginning July 1, 2026 and ending on June 30, 2027; and

BE IT FURTHER ORDERED, that the said sum be assessed on all real estate within the Portland Tourism Municipal Development, which real estate listing is attached hereto as Exhibit A; and

BE IT FURTHER ORDERED, that the said assessments shall be due July 1, 2026 and payable to the City of Portland at the same time that taxes on other real estate are due; and

BE IT FURTHER ORDERED, that the interest on unpaid assessments shall be at the same rate as interest on other unpaid real estate taxes; and

BE IT FURTHER ORDERED, that the said assessments are hereby committed to the tax collector of the City of Portland for collection, pursuant to 30-A M.R.S. § 5228(5); and

BE IT FURTHER ORDERED, that the tax collector is hereby authorized and directed to take all necessary action for the collection of said assessment.

NON-SEASONAL LODGING PROPERTIES OF 40 ROOMS OR MORE TO BE ASSESSED FOR PROPOSED PORTLAND TOURISM DEVELOPMENT DISTRICT-FY2027 - 4/9/2026	Address	Chart-Block-Lot	Acreage	Number of Rooms	Number of Rooms per year	Rooms Rented at Annual Average Rate of 50% Per Class	Est. Room Revenue Per Hotel Class Using US Average Daily Rate (ADR) (YEAR-TO-DATE AS OF MARCH 2026)	Estimated Assessment for FY2027, Based on 50% ADR * 1.5% Assessment	10% of Assement Fee to City Adm.
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Totals:			42.1269				**$94,968,286.03**	**$1,453,633.33**	**$145,363.33**
								$1,308,270.00	

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 15, 2026

SUBJECT: Order 233-25/26 Approving the Development Program Manager Agreement Between the City of Portland and Convention and Visitors' Bureau of Greater Portland, Doing Business as Visit Portland, for Fiscal Year 2026-2027 - Sponsored by the Housing and Economic Development Committee, Councilor Pious Ali, Chair

SPONSOR: Housing and Economic Development Committee

(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, Corporation Counsel has reviewed and approved Agreement.

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

I. SUMMARY

II. AGENDA DESCRIPTION

This is a companion Order to the above Order.

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

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. Order - Approving the Development Program Manager Agreement with Visit Portland for FY27
2. PTDD Rdln FY2027Agrmt&DevPlan4-17-2026
3. PTDD Cln FY2027Agrmt&DevPlan4-17-2026

Prepared by:
Date: 05/15/2026

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 DEVELOPMENT PROGRAM MANAGER AGREEMENT BETWEEN THE CITY OF PORTLAND AND CONVENTION AND VISITORS' BUREAU OF GREATER PORTLAND, DOING BUSINESS AS VISIT PORTLAND FOR FISCAL YEAR 2026-2027

ORDERED, that the Agreement between the City of Portland and the Convention and Visitors' Bureau of Greater Portland doing business as Visit Portland is hereby approved; and

BE IT FURTHER ORDERED, that the City Manager or designee is hereby authorized to enter into said Agreement in substantially in the form attached, and any other documents necessary to effect the intent of this Order, to carry out the Development Plan for the Portland Tourism Municipal Development District for the period from and after its Effective Date and ending June 30, 2027.

AGREEMENT
BETWEEN THE CITY
OF PORTLAND AND
VISIT PORTLAND

This AGREEMENT made as of the 1st day of July, 2025~~5~~6, (the "Effective Date") is by and between the CITY OF PORTLAND, a body politic and corporate with a mailing address of 389 Congress Street, Portland, Maine 04101 (the "City") and the CONVENTION AND VISITORS' BUREAU OF GREATER PORTLAND, doing business as VISIT PORTLAND, a Maine non-profit corporation with a mailing address of 1375 Congress Street, Portland, Maine 04102 ("Visit Portland") (collectively referred to as (the "Parties").

WHEREAS, by Council Orders _____, and dated _____, 2026~~5~~, the City has approved a tourism economic development district designated as the ***Portland Tourism Municipal Development District*** (the "District"), the Development Program (defined below), including a map of the District, is attached hereto as Exhibit A and incorporated herein; and

WHEREAS, Visit Portland has been designated as the independent, non-profit corporation that shall manage the District as the Development Program Manager; and

NOW, THEREFORE, in consideration of the covenants herein contained, the Parties hereby mutually agree as follows:

ARTICLE I. Term

The term of this Agreement shall commence with the establishment of the District, and shall expire on June 30, 2027~~6~~ ("the Term").

ARTICLE II. Financial Considerations

a. The City Council has approved the Portland Tourism Municipal Development District Development Program for the District ("the Development Program") and the special assessment rate that provides funding to support the Development Program.

b. The City shall make assessments (the "Assessments") on all non-seasonal lodging properties with forty (40) rooms or more located within the boundaries of the District (each a "District Property") in accordance with the Development Program as authorized by the City Council and permitted by law.

c. The City shall remit the Assessments to Visit Portland within thirty (30) days of collection, less the administrative fee of ten percent (10%) of District revenue as described in the Development Program. The City administrative fee may be used for any costs or expenses related to the administration, collection, enforcement, and reporting particular to the District. Any additional funds shall be spent in accordance with the Development Districts Law in a manner which uniformly benefits the assessed parcels in the district.

d. In addition to the foregoing, the City will pay in a lump sum, within thirty (30) days from the close of the fiscal year, any amount assessed in a prior year, but collected in a subsequent year. Said payment by City shall be subject to the City's administrative fee described in the Development Plan and less any amounts remaining to be reimbursed under a prior year Agreement with the City. City will provide Visit Portland with written detail as to any deductions taken from payments under this paragraph.

e. Notwithstanding the foregoing, Visit Portland agrees that it will neither encumber funds that it anticipates receiving from the District Assessments nor incur expenditures in anticipation of receipt of such funds except in accordance with the Development Program.

f. Visit Portland has approved Visit Portland's budget and Development Program, covering the period beginning on July 1, 2026~~5~~, and ending on June 30, 2027~~6~~, and the City Council has approved the assessment that provides funding to support Visit Portland's budget and Development Program.

g. Any penalties and interest collected by the City for nonpayment of assessments shall be retained by the City. Such penalties and interest shall be equivalent to penalties and interest for nonpayment of property taxes.

h. Visit Portland will provide the Director of Finance with an annual certified financial statement for expenses related to the District and the programs and services outlined in the Development Program. The statement shall list all income and expenses related to the District and shall be provided to the Finance Director within six (6) months after the fiscal year ends.

i. Visit Portland will produce an annual report to be submitted to the City reflecting all projects~~,~~ expenses, and returns on investments of the District. Any audits needed to verify collection assessment will be paid for by Visit Portland. The City may require reporting and conduct an audit without cause no more than once during the Term to verify remittance in accordance with the assessment formula.

Visit Portland shall have reasonable access to the City's assessment collection records, and the City shall have reasonable access to the Visit Portland's books and records particular to the District expenditures.

ARTICLE III. Services To Be Provided By Visit Portland

During the Term, Visit Portland shall:

a. Provide the services described herein and in the Development Program.

b. Provide staff and administrative services sufficient for the performance of the services described herein and in the Development Program.

c. Maintain a corporate Board of Directors whose members fairly represent a cross section of District Property owners or their designees in the District, and include on the Board one (1) ex-officio Director seat for the Portland Housing and Economic Development Director or the City Manager's designee.

d. Maintain a mechanism for resolving any dispute to the kind and level of services which may arise between Portland Downtown and persons subject to development district assessments regarding the kind and level of services provided by Visit Portland.

e. Provide liaison between the City, the District property owners, civic groups, interested persons, and other groups and individuals, as necessary to carry out the mission of the District.

f. Maintain all minutes and records of Visit Portland proceedings as may be required.

g. Post meeting minutes related to the District online.

h. Nothing in this Agreement is intended to or shall be construed to limit Visit Portland's general powers, as set forth in the Maine Non-profit Corporation Act, Title 13-B of the Maine Revised Statutes Annotated.

ARTICLE IV. Termination

a. The District will commence upon the date of its establishment by the City Council and continue indefinitely in accordance with applicable law until the Council takes action to terminate or amend the District. District Property owners may submit a petition to the City Council at any time requesting that the District be terminated, which the City will consider in accordance with applicable law. The City has and reserves the right to suspend, terminate or abandon the execution of any work by Visit Portland upon receipt of a petition dissolving the District.

b. This Agreement may be terminated by either Party for good cause. If Visit Portland or the City should fail to perform any material covenant, obligation or agreement hereunder for a period of thirty (30) days after written notice of complaint from the City Manager or Visit Portland specifying such failure, either Party may provide the other with notice of failure to perform the Agreement as provided herein. Upon receipt of notice, Visit Portland or the City shall have a ninety (90) day period, computed from the date of delivery of the notice of failure to perform, within which the affected Party may provide a written plan to remedy the complaint. In the event that a determination is made at the expiration of the ninety (90) day period that the complaint is unresolved, either Party may declare their intent to terminate the Agreement and identify the specific date of termination with a written notice. Either Party shall have the right to appeal the decision to the other. Either Party shall file such appeal within seven (7) business days from the date the Party receives the notice of termination. If such appeal does not remedy the complaint, consideration for termination of this Agreement would be subject to a vote of the City Council.

c. Nothing herein shall be construed as giving Visit Portland the right to perform the work contemplated under this Agreement beyond the time that the City Council terminates this Agreement. In case Visit Portland should be discharged before all the services contemplated in this Agreement have been completed, or the services for any reason should be stopped, either because of the expiration of the Term or because of the inability of Visit Portland to fulfill its obligations under this Agreement, Visit Portland shall be reimbursed for all services satisfactorily performed prior to the effective date of termination in accordance with Article II hereof, but only to the extent that sufficient Assessments have been received by the City to make such reimbursement. After termination of the Agreement, Visit Portland shall:

1. With respect to existing activities, take only such actions as the City Manager shall direct;
2. Upon City's request, assign to the City in the manner, at the times and only to the extent the City, acting by and through its City Manager, may direct it to do so, all the rights, title and interest of Visit Portland in and to all existing orders and agreements.
3. To the extent rights, title and interests of Visit Portland in and to existing orders and agreements may be assigned to the City and accepted by it; obligations incurred on or after such assignment will be assumed by the City. Otherwise, Visit Portland shall settle all outstanding liabilities and all claims arising out of any terminated orders or agreements.
4. Deliver to the City, in the manner, at the times and to the extent directed by the City Manager, all documents and data produced by Visit Portland as part

of or in connection with the work.

5. In the event of termination of the District, any remaining revenues, after all outstanding debts are paid, derived from the charge of fees, or derived from the sale of assets acquired with the revenues, shall be returned to the City and appropriated for the purposes of the Development Program, subject to the approval of the City Council.

ARTICLE V. Assignment

Visit Portland covenants and agrees that it will neither assign nor transfer any rights here under, either in whole or in part, without first obtaining the prior written consent of the City.

ARTICLE VI. Performance of Services

All services performed by Visit Portland under this Agreement, or by third parties paid with funds provided under this Agreement, shall be performed in a good, workman like fashion and in accordance with all applicable professional and industry standards.

ARTICLE VII. Compliance with Law

Visit Portland will comply with all provisions of Federal, State, and local law, applicable to the services provided under this Agreement. Visit Portland further agrees to adhere to a policy of non-discrimination in all employment actions, practices, policies, procedures, phases, and conditions of employment. This shall include compliance with all applicable provisions of the Workforce Investment Act of 1998, as amended (WIA, 29 CFR part 37); the Nontraditional Employment for Women Act of 1991; title VI of the Civil Rights Act of 1964, as amended; section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; title IX of the Education Amendments of 1972, as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR part 37 and all other applicable laws, including the Maine Human Rights Act, ordinances and regulations regarding equal opportunity and equal treatment. Visit Portland specifically agrees that all employment-related decisions (including but not limited to hiring, discharge, transfers, promotions, discipline, training, job opportunities, and wage and salary levels) will be made without discrimination based on an individual's race or color, religion, age, sex (including pregnancy), sexual orientation, gender identity or expression, ancestry or national origin, physical or mental disability, veteran status, genetic information, previous assertion of a

claim or right under Maine's Workers' Compensation Act, previous actions taken protected under Maine's Whistleblowers' Protection Act, or any other protected group status as defined by applicable law. Provisions in applicable laws providing for bona fide occupational qualifications, business necessity, or age limitations will be adhered to by Visit Portland where appropriate.

ARTICLE VIII. Indemnification

a. Visit Portland shall, at its own cost and expense, defend, indemnify, and hold harmless the City, its officers, agents, and employees, from and against the following:

    1. To the fullest extent permitted by law, Visit Portland shall defend, indemnify and hold harmless the City, its officers and employees, from and against all claims, damages, losses, and expenses, just or unjust, including but not limited to costs of defense, including attorney's fees, arising out of or resulting from the performance of this Agreement, provided that any such claims, damage, loss or expense is (1) attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property, including the loss or use thereof; and (2) is caused in whole or in part by any negligent act or omission of Visit Portland, anyone directly or indirectly employed by it, or anyone for whose act it may be liable;

    2. All claims and liens of Visit Portland's consultants, subcontractors, and their laborers, mechanics, material men, and/or suppliers. Such obligation shall not be construed either to negate or abridge any other obligation of indemnification and shall not be limited by any provision for insurance contained in this Agreement.

b. Notwithstanding the foregoing, nothing herein shall, nor is intended to, waive any defense, immunity or limitation of liability which may be available to the City or their respective officers, agents and employees, under the Maine Tort Claims Act or any other privileges and/or immunities provided by law.

ARTICLE IX. Insurance

a. Neither Visit Portland nor any of its subcontractors shall commence work under this Agreement until they have provided the insurance coverage required by this Agreement and such coverage has been approved by the City.

b. Prior to the execution of this Agreement, Visit Portland shall, at its own expense, procure and maintain:

- Occurrence-based Professional Liability Insurance for errors, omissions and negligence, in the amount of One Million Dollars ($1,000,000.00) per claim.
- 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, Visit Portland 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. Prior to execution of this Agreement, Visit Portland 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. Visit Portland shall also provide a copy of any endorsement naming the City as additional insured. A certificate that merely has a box checked under "Addl Insr," or the like, or that merely states the City of Portland is named as an Additional Insured, will not be acceptable. 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, Visit Portland shall provide City with a complete copy of any of the above-referenced policies. Visit Portland 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 Visit Portland's Certificate of Insurance or other evidence of insurance shall not be construed as a waiver of the Visit Portland's obligation to obtain and maintain such insurance as required by this agreement.

Article X. No Joint Venture; Independent Contractors

a. Nothing contained in this Agreement will constitute or be construed to be or create a partnership or joint venture between the parties or any of their respective officers, directors, employees, affiliates, successors or assigns. The parties understand and agree that this Agreement does not make either of them an agent or legal

representative of the other for any purpose whatsoever. No party is granted, by this Agreement or otherwise, any right or authority to assume or create any obligation or responsibilities, express or implied, on behalf of or in the name of any other party, or to bind any other party in any manner whatsoever.

b. Each party will secure, at its own expense, all personnel, materials, and equipment required to perform its obligations under this Agreement. Each party, in accordance with its status as an independent contractor, covenants and agrees that its employees shall be regarded for all legal and tax purposes as its own employees during the term of this Agreement, and each party shall govern and supervise the work of its own employees. Each party shall discharge all applicable obligations imposed upon employers under the law, including without limitation payment of wages, social security taxes, withholding taxes, unemployment taxes and worker's compensation. Both parties' employees shall not be considered employees of the other party for any purpose and shall not be entitled to any retirement benefits, social security benefits, unemployment benefits, group health or life insurance, vacation, personal, or sick leave, worker's compensation, or any other similar benefits ("Employment Benefits") from the other party. Each party further covenants and agrees that its employees will conduct themselves consistent with such status, that they will neither hold themselves out as, nor claim to be, officers or employees of the other party by reason of this Agreement, and that its employees will not, by reason of this Agreement, make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the other party, including but not limited to the Employment Benefits.

c. Nothing in this Agreement is intended to or does prohibit Visit Portland or the City from entering into any other contractual relationship with each other or any third party.

Article XI. Miscellaneous Provisions

a. This Agreement shall be construed in all respects in accordance with, and governed by, the laws of the State of Maine. All parties hereto hereby consent to the exclusive jurisdiction of the Superior Court for the County of Cumberland in the State of Maine, for all actions, proceedings and litigation arising from or relating directly or indirectly to this Agreement or any of the obligations hereunder, and any dispute not otherwise resolved as provided herein shall be litigated solely in said Court.

b. This Agreement and its attachments represent the entire and complete agreement and understanding between the parties and supersedes any prior agreement or understanding, written or oral, between the parties with respect to the subject matter of this Agreement. This Agreement cannot be amended except by written instrument executed by the City and Visit Portland.

c. Visit Portland warrants and represents that it has the full right and authority to enter into this Agreement, that there is no impediment that would inhibit its ability to perform their respective obligations under this Agreement, and that the person signing this Agreement on behalf of Visit Portland has the authority to do so.

d. This Agreement may be executed in any number of counterparts and by different parties in separate counterparts. Each counterpart when so executed shall be deemed to be an original and all of which together shall constitute one and the same agreement. A signature in a pdf or electronic document shall be considered the equivalent of an original signature.

(Signature page follows)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the ___ day of _____, 2026~~5~~

WITNESS

_____

CITY OF PORTLAND

By:_____
Danielle P. West
Its City Manager

WITNESS

_____

CONVENTION AND VISITORS' BUREAU OF GREATER PORTLAND

By:_____
Print Name:
Its:_____

Approved as to Form:

_____
City Corporation Counsel

Approved as to Funds:

_____
City Finance Department

ECONOMIC DEVELOPMENT PROJECT

CITY OF PORTLAND, MAINE

A Municipal Development District

PORTLAND TOURISM MUNICIPAL DEVELOPMENT DISTRICT DEVELOPMENT PROGRAM

Presented to:

City Council

City of Portland

June ___, 2026~~5~~

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Exhibit A	City of Portland Property Map Showing District Property Relative to City Boundaries
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Development Program

I. Introduction

The City of Portland (the "City") seeks to establish a Municipal Development District to be known as the "**Portland Tourism Municipal Development District**" (the "District"), located throughout the City of Portland.

The District includes 23 non-seasonal hotels with 40 rooms or more to be assessed for the District to provide programs, services and improvements as described in this Development Program.

In designating the proposed District and adopting this Development Program, the City can accomplish the following goals:

- Maintain and ideally expand the existing tax revenues flowing from the District properties;
- Enable the investment of assessment payments made by properties uniformly and proportionally benefitting from the Development Program in strategic sales, marketing, promotions, destination development and special events;
- Maintain and create long-term, stable employment opportunities for area residents; and
- Improve the overall economy of the City, the Cumberland County region, and the State of Maine.

II. Development Program Narrative

A. The Development District

The District will encompass approximately 42.1269 acres of real property, and includes the following\ City Tax Map/Lots/Blocks: 019-B020001 (0.6552 acres), 042-A001001 (0.807 acres), 20-C009001 (0.7983 acres), 038-G005001 (0.5462 acres), 054-G001001 (.2459 acres), 189-A014001 (4.8057 acres), 040-E00300H (0.767 acres), 210A-A005001 (2.78 acres), 266-A002001 (5.3691), 029-L00100H (0.5829 acres), 265-A001001 (2.9256 acres), 029-K003001 (0.3866 acres), 209A-A016002 (2.2107 acres), 039-E010001 (2.3018 acres), 032-I042001 (0.4392 acres), 065-A003001 (2.007 acres), 266-A001001 (3.0384 acres), 038-F009001 (0.6505 acres), 029-R001001 (0.5596 acres), 267-B001001 (8.173 acres), 020- C010001 (0.7821 acres), 032-C001001 (0.2304 acres), 037-E007001 (1.0647 acres) (each a "District Property"). The District is shown in **Exhibit A** attached hereto.

B. The Development Program

The City's designation of the District and adoption of this Development Program allows for the City to fund activities and projects to be supported by the District Property owners, and also coordinate services to ensure effective delivery and proper support for tourism promotion while building on existing revitalization efforts and protection of public and private investment. The travel industry is a major economic driver for the City and Maine. Visitor spending not only

supports tourism-related businesses but also the local artists, lobster/fishing community, cultural institutions, food & beverage establishments, and small businesses that residents alone could not support year-round. Therefore, it is in the public interest of the City, and vital to the welfare of the City's economy, to facilitate and encourage cooperating public-private partnerships where lodging properties become partners with the City for the enhancement and expansion of the travel economy and to provide for increased business activity, tourism, economic development and job creation throughout the District.

The term of the District will commence when established by the City Council and continue indefinitely, subject to annual budget approvals by the City Council, until the Council takes action to terminate or amend the District. District Property owners may submit a petition to the City Council at any time requesting that the District be terminated, which the City will consider in accordance with applicable law.

Under this Development Program, projects as listed below in Table 1 will be executed through an agreement with a development program manager (the "Development Program Manager").

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the "Statute"). The designation of the District and adoption of the Development Program are effective upon approval by the City Council, evidenced by **Exhibit C** and **Exhibit D** hereto.

C. Services and Programming

District Property owners will pay assessments on an annual basis to support the program. The formation of the District is intended to contribute to the economic growth and wellbeing of the City, and to the betterment of the health, welfare or safety of the inhabitants of the City. To accomplish this intention, the City desires to support the costs described below using District revenues. The City shall not reduce services to the District Properties because of the implementation of the District. Projects and services approved and executed by the District shall be in addition to and not in the place of municipal projects and services. Assessment revenues must be spent in accordance with the financial plan.

The annual project costs presented in the annual Financial Plan shall be approved by the City Council and must be contained within the services and programming~~project~~ descriptions below and identified in the Order Establishing the Portland Tourism Development District. Please see Table 1 herein for a complete list of authorized services and programming~~projects~~ and their respective cost estimates for FY2027~~the second half of the 2024 fiscal year. Future cost estimates for the projects will be approved on an annual basis~~ and will serve as the basis for the assessment calculation.

TABLE 1
Municipal Projects

Services and Programming	FY 2027~~6~~ Cost Estimate*

A. <u>Sales, Marketing, Promotions, Destination Development and Special Events.</u> Marketing efforts will reach markets such as Leisure Travelers, Meetings & Conferences, Sporting Events, Destination Weddings and Social Events, International Travelers, Motorcoaches, Cruise Passengers, and Media/Influencers. Marketing messaging will reach all ages of travelers and target all demographics including BIPOC and LGBTQ+. Ten percent (10%) of the Sales, Marketing, Promotions, Destination Development, and Special Events budget shall be allotted specifically to reach the BIPOC, LGBTQ+ markets, and community DEI efforts. Projects may include: ● Promoting and marketing tourism in different periods (for example out of season or shoulder seasons); ● Research & Development of a marketing plan designed to outline a strategy for attracting potential visitors and expand programs to attract diverse visitors at the right time with the right message; ● Regional and national leisure marketing and convention trade marketing programs inclusive of broadcast, social, digital, audio, print, pay-per- click and out-of-home channels, designed to increase awareness of and drive overnight traffic to the destination – in turn, benefitting the assessed lodging properties through increased consumer demand and increased year-round room night bookings.; ● Public Relations and media programs that enhance the profile of Portland as a visitor, meetings and event destination – in turn, benefitting the assessed lodging properties through increased consumer demanded increased room night bookings; ● Dedicated funds to support incentives, hosting fees and other offsetting costs associated with securing strategic industry events, incremental group and convention business, and/or large-scale events for the destination that generate room nights for the assessed lodging properties; ● Strategic partnerships, sponsorships, or other alliances that reinforce the City of Portland as a destination of choice within the travel marketplace for meetings, events and leisure travel – in turn, generating greater room night sales to the assessed lodging properties; ● Attendance at tradeshows, conferences, and professional industry/partner events to promote the destination and the assessed lodging properties; ● Sales missions, client events, site inspections, and familiarization tours showcasing the destination and the assessed lodging properties;	$~~791,949~~847,543

• Visitor services programs designed to extend stays at assessed lodging properties and increase visitor spending; • Preparation, production, mailing, and distribution of collateral promotional materials such as brochures, flyers, maps, and videos featuring assessed lodging properties; • Research on current and new markets that would result in additional room night sales to assessed lodging properties	

Services and Programming	FY 20276 Cost Estimate*
B. Business Practices & Workforce Initiatives Work with lodging partners, attractions, restaurants, venues and other tourism-related entities to support programs that encourage sustainable visitation. Services **may** include: ● Programs to combat congestion at specific locations and reduce pressure on infrastructure and resources that have a negative impact on the quality of life for residents; ● Programming to sustain demand and undertaking activities that balance the livability of the destination in popular tourism periods and generating overnight stays from leisure travelers especially during need periods; ● Infrastructure or capital improvements, including maintenance activities, that enhance Portland's competitive position to attract desirable special events year around and attract overnight visitors including payment of debt service on such expenditures; ● Funds shall be deployed to build programs to support a sustainable workforce. Programming may include destination-wide workforce assessment, apprenticeship or educational programming as seasonality requires, and worker-led roundtables and peer listening sessions designed to foster open dialogue among hospitality employees, as well as a community-facing workforce website that highlights worker contributions and connects them with professional resources. .	$100,00050,000
C. **District Administration** The administration portion of the budget shall be utilized for administrative costs, office costs, and other general administrative costs such as insurance, legal, and accounting fees incurred by the City and the Development Program Manager. A portion of the budget will be allocated to a contingency fund. If there are contingency funds collected, they may be held in a reserve fund or utilized for other program or administration costs at the discretion of the Development Program Manager board. Policies relating to contributions to the reserve fund, the target amount of the reserve fund, and expenditure of monies from the reserve fund shall be set by the Board, subject to approval by the City.	$533,692536,090
D. **Return on Investment/ Quarterly and Annual Reporting** The Development Program Manager will account for the expenses and results of the district specific to the Services and Programming and the return on investment as it relates to benefiting the property owners in the district and community related impact such as workforce programs.	$20,000

Services and Programming	FY 20276 Cost Estimate*
Total	**$1,445,6411,453,633**

* These are estimates only. The City may approve different budgeted amounts for the listed projects each year.

D. Strategic Growth and Development

By creating and designating the District, the City can achieve the appropriate level of programs, services and improvements described in this Development Program as well as a fair and appropriate financial contribution from each party benefitting from such activities. Establishing the public private partnership to fund our local tourism industry will pave the way for an engaged community that will be invested in efforts to stabilize and sustain a year-round balanced visitor demand, local workforce development and support, creating a new platform for Portland to elevate the accessibility to its diverse community, support residents and business development, and maintain and evolve experiences for visitors.

In addition, by providing additional services for assessed lodging properties in the City of Portland, the District will ease the burden on local government, which faces constrained budgets, while under obligation to provide equivalent levels of service throughout the entire community.

The City's designation of the District and pursuit of this Development Program constitute a good and valid public purpose described in Chapter 206 of Title 30-A of Maine Revised Statutes because it represents a substantial contribution to the economic well-being of both the City and the region, by supporting surrounding businesses which provide jobs and contribute to property taxes.

E. Improvements to the Public Infrastructure

As further set forth in Table 1, the City will undertake a variety of operations and maintenance activities, including potential public infrastructure improvements.

F. Operational Components

1. Public Facilities

As further set forth in Table 1, the City may undertake public capital improvement projects and maintenance activities.

2. Commercial Improvements Financed Through Development Program

No commercial improvements will be financed through the District or assessments.

3. Relocation of Displaced Persons

No persons will be displaced.

4. Transportation Improvements

No transportation improvements will be financed through the District or Assessments.

5. Environmental Controls

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

6. Plan of Operation

During the term of the District, the City Manager or designee will be responsible for all administrative matters within the purview of the City concerning the implementation and operation of the District, including the imposition and collection of implementation assessments.

Pursuant to the Development Districts Law, the City will enter into a contractual arrangement with the Development Program Manager to perform the Projects outlined in Table 1 above and all administrative matters associated with the Development Program other than those matters within the purview of the City. The Development Program Manager shall establish a corporate Board of Directors whose members fairly represent a cross section of assessed property owners or their designees in the District and include on the Board one (1) ex-officio Director seat for the Portland Housing and Economic Development Director or the City Manager's designee.

III. Physical Description

Municipal documents relating to the District's physical description attached as: City of Portland property map showing the District relative to City boundaries. **Exhibit A**

IV. Financial Plan

The District will encompass approximately 42.1269 acres of property and will begin for the 2027~~6~~ fiscal year July 1, 2026~~5~~ – June 30, 2026~~7~~, with subsequent fiscal years with an indefinite term of years to be terminated only upon Council action.

A. Cost Estimate and Sources of Revenues

All non-seasonal lodging properties with forty (40) or more rooms within the boundaries of the City of Portland that meet the assessed property criteria shall be assessed. The assessment is based upon the benefits received from the district programming, derived from the business activity related to the parcel. The fiscal year method and assessment rate is based on short term

room rental using the US Average, Average Daily Rate (ADR) multiplied by fifty-percent (50%) occupancy as reported by STR year or, when unavailable, as reported by the District Property, for the previous year, multiplied by one and one-half percent (1.5%) which is also equal to one and one-half percent (1.5%) of annual gross short-term room rental revenue.

With a July 1, 2025~~5~~6, District begin date, the budget is based on July 1, 2026~~5~~, to June 30, 2027~~6~~, business activity as reported by STR as outlined above, or when unavailable as reported by District Property owners. The subsequent annual assessment will be calculated in a similar manner to the initial assessment using the most recent available previous fiscal year data as reported by STR as outlined above, or when unavailable by District Property Owners.

Assuming a July 1, 2026~~5~~ District begin date, the District is expected to have a budget (FY2027~~6~~) of approximately $~~1,445,641~~ 1,453,633 based on the assessment rate described above and the cost of programs detailed in the attached budget and as described in Table 1.

B. Collections and Remittance

Pursuant to the Development Districts Law, assessments must be collected by the City at the same time and in the same manner as municipal taxes, following municipal procedures as outlined by the City of Portland. The City shall forward to the Development Program Manager all District assessment funds collected within thirty (30) days of collection, less a ten (10) percent City administrative fee as authorized in the District Development Program. The City tax collector has all the authority and powers by law to collect the assessments. If any District Property owner fails to pay any assessment or part of an assessment on or before the dates required, the City has all the authority and powers to collect the delinquent assessments vested in the City by law to collect delinquent municipal taxes. Penalties for nonpayment of assessments shall be equivalent to penalties for nonpayment of property taxes. Assessments may be remitted on a monthly basis in advance of the municipal tax billing. The City administrative fee may be used for any costs or expenses related to the administration, collection, enforcement, and reporting particular to the District. Any additional funds shall be spent in accordance with the Development Districts Law in a manner which uniformly benefits the assessed parcels in the district. The City may require reporting and conduct an audit without cause no more than once every year to verify remittance in accordance with the assessment formula.

C. Municipal Indebtedness

The City reserves the right to issue municipal bonds in order to pay for costs of maintenance and operations costs. Any municipal bond issued for such a project would require City Council approval and follow the Charter required process.

D. Related Contract, Agreements, and Obligations

There are no existing terms and conditions of any agreements, contracts, or other obligations related to this Program, other than the anticipated contract with the Development Program Manager to implement the Projects outlined in Table 1 above and all other administrative matters concerning the implementation and operation of the District, other than those matters within the purview of the City.

E. Rollover Funds

Any and all unused fee funds collected during a year may be rolled over to the subsequent year to be used for programs detailed in the Financial Plan. In the event of termination of the District, any remaining revenues, after all outstanding debts are paid, derived from the charge of fees, or derived from the sale of assets acquired with the revenues, shall be appropriated for the purposes of this Development Program.

F. Reserve Policy

The District's Development Program Manager may develop a Reserve Policy to establish minimum levels for designated funds to ensure stable program and project execution, meet future needs, and protect against financial instability, subject to approval by the City.

V. Financial Data

Please find attached as **Exhibit E** the Statutory Requirements and Thresholds Form required by the Maine Department of Economic and Community Development.

VI. Municipal Approvals

A. Notice of Public Hearing

Attached as **Exhibit A** is a copy of the Notice of Public Hearing held on_____ in accordance with the requirements of 30-A M.R.S.A. § 5226(1). The notice was published in the Portland Press Herald, a newspaper of general circulation in the City _____on a date at least ten (10) days prior to the public hearing.

B. Minutes of Public Hearing

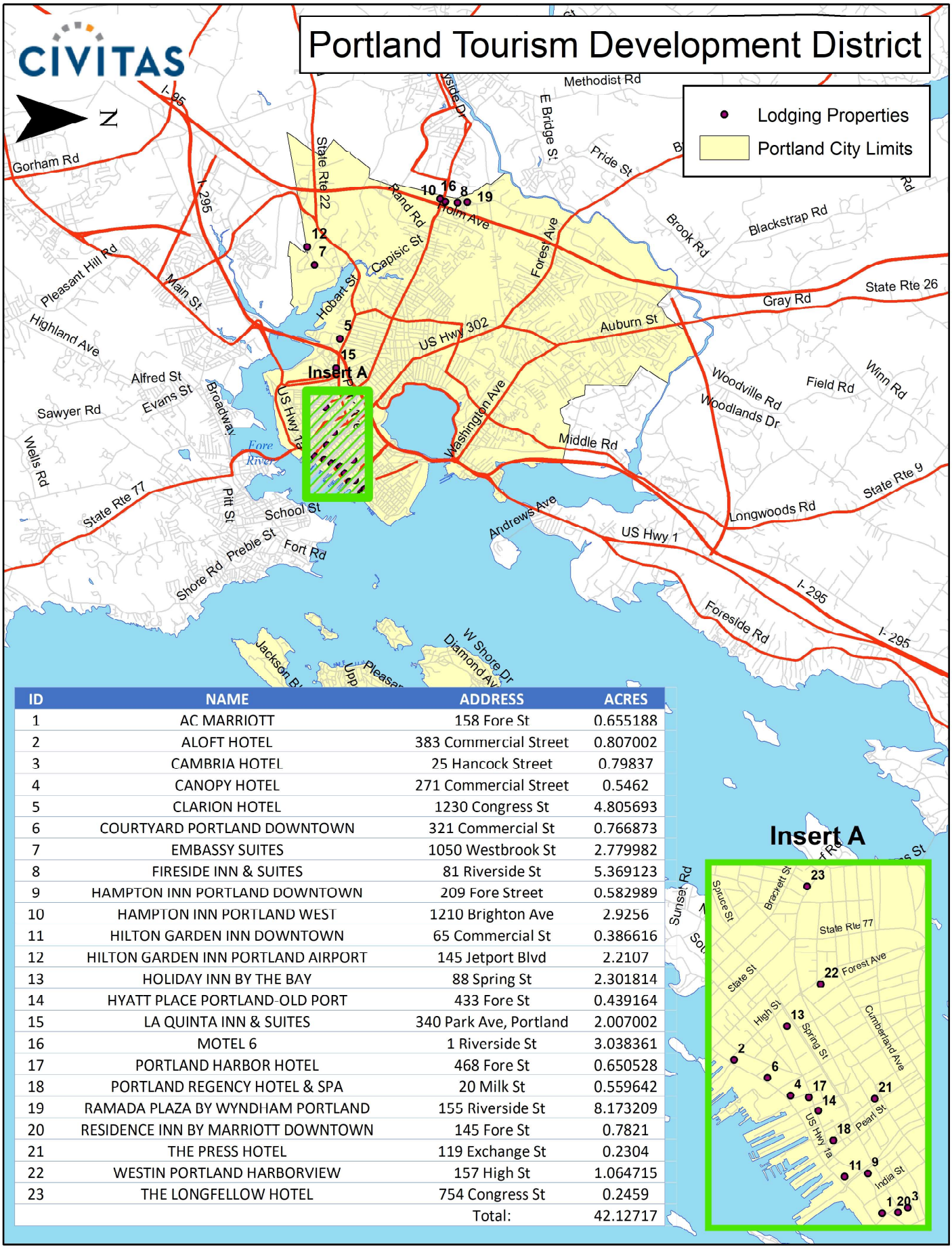
Attached as **Exhibit C** is a certified copy of the minutes of the public hearing held on , at which time the proposed District was discussed by the public.

C. City Council Order

Attached as **Exhibit D** is an attested copy of the City Council Order adopted by the Portland City Council at a Council Meeting duly called and held on _____, 2026~~4~~, designating the District and adopting the Development Program.

EXHIBIT A

CITY OF PORTLAND PROPERTY MAP SHOWING DISTRICT PROPERTY RELATIVE TO CITY BOUNDARIES



ID	NAME	ADDRESS	ACRES
1	AC MARRIOTT	158 Fore St	0.655188
2	ALOFT HOTEL	383 Commercial Street	0.807002
3	CAMBRIA HOTEL	25 Hancock Street	0.79837
4	CANOPY HOTEL	271 Commercial Street	0.5462
5	CLARION HOTEL	1230 Congress St	4.805693
6	COURTYARD PORTLAND DOWNTOWN	321 Commercial St	0.766873
7	EMBASSY SUITES	1050 Westbrook St	2.779982
8	FIRESIDE INN & SUITES	81 Riverside St	5.369123
9	HAMPTON INN PORTLAND DOWNTOWN	209 Fore Street	0.582989
10	HAMPTON INN PORTLAND WEST	1210 Brighton Ave	2.9256
11	HILTON GARDEN INN DOWNTOWN	65 Commercial St	0.386616
12	HILTON GARDEN INN PORTLAND AIRPORT	145 Jetport Blvd	2.2107
13	HOLIDAY INN BY THE BAY	88 Spring St	2.301814
14	HYATT PLACE PORTLAND-OLD PORT	433 Fore St	0.439164
15	LA QUINTA INN & SUITES	340 Park Ave, Portland	2.007002
16	MOTEL 6	1 Riverside St	3.038361
17	PORTLAND HARBOR HOTEL	468 Fore St	0.650528
18	PORTLAND REGENCY HOTEL & SPA	20 Milk St	0.559642
19	RAMADA PLAZA BY WYNDHAM PORTLAND	155 Riverside St	8.173209
20	RESIDENCE INN BY MARRIOTT DOWNTOWN	145 Fore St	0.7821
21	THE PRESS HOTEL	119 Exchange St	0.2304
22	WESTIN PORTLAND HARBORVIEW	157 High St	1.064715
23	THE LONGFELLOW HOTEL	754 Congress St	0.2459
		Total:	42.12717

EXHIBIT B
NOTICE OF PUBLIC HEARING

EXHIBIT C
MINUTES OF PUBLIC HEARING

EXHIBIT D
CITY COUNCIL ORDER

EXHIBIT E
STATUTORY REQUIREMENTS AND THRESHOLDS FORM

AGREEMENT
BETWEEN THE CITY
OF PORTLAND AND
VISIT PORTLAND

This AGREEMENT made as of the 1st day of July, 2026, (the "Effective Date") is by and between the CITY OF PORTLAND, a body politic and corporate with a mailing address of 389 Congress Street, Portland, Maine 04101 (the "City") and the CONVENTION AND VISITORS' BUREAU OF GREATER PORTLAND, doing business as VISIT PORTLAND, a Maine non-profit corporation with a mailing address of 1375 Congress Street, Portland, Maine 04102 ("Visit Portland") (collectively referred to as (the "Parties").

WHEREAS, by Council Orders _____, and dated _____, 2026, the City has approved a tourism economic development district designated as the ***Portland Tourism Municipal Development District*** (the "District"), the Development Program (defined below), including a map of the District, is attached hereto as Exhibit A and incorporated herein; and

WHEREAS, Visit Portland has been designated as the independent, non-profit corporation that shall manage the District as the Development Program Manager; and

NOW, THEREFORE, in consideration of the covenants herein contained, the Parties hereby mutually agree as follows:

ARTICLE I. Term

The term of this Agreement shall commence with the establishment of the District, and shall expire on June 30, 2027 ("the Term").

ARTICLE II. Financial Considerations

a. The City Council has approved the Portland Tourism Municipal Development District Development Program for the District ("the Development Program") and the special assessment rate that provides funding to support the Development Program.

b. The City shall make assessments (the "Assessments") on all non-seasonal lodging properties with forty (40) rooms or more located within the boundaries of the District (each a "District Property") in accordance with the Development Program as authorized by the City Council and permitted by law.

c. The City shall remit the Assessments to Visit Portland within thirty (30) days of collection, less the administrative fee of ten percent (10%) of District revenue as described in the Development Program. The City administrative fee may be used for any costs or expenses related to the administration, collection, enforcement, and reporting particular to the District. Any additional funds shall be spent in accordance with the Development Districts Law in a manner which uniformly benefits the assessed parcels in the district.

d. In addition to the foregoing, the City will pay in a lump sum, within thirty (30) days from the close of the fiscal year, any amount assessed in a prior year, but collected in a subsequent year. Said payment by City shall be subject to the City's administrative fee described in the Development Plan and less any amounts remaining to be reimbursed under a prior year Agreement with the City. City will provide Visit Portland with written detail as to any deductions taken from payments under this paragraph.

e. Notwithstanding the foregoing, Visit Portland agrees that it will neither encumber funds that it anticipates receiving from the District Assessments nor incur expenditures in anticipation of receipt of such funds except in accordance with the Development Program.

f. Visit Portland has approved Visit Portland's budget and Development Program, covering the period beginning on July 1, 2026, and ending on June 30, 2027, and the City Council has approved the assessment that provides funding to support Visit Portland's budget and Development Program.

g. Any penalties and interest collected by the City for nonpayment of assessments shall be retained by the City. Such penalties and interest shall be equivalent to penalties and interest for nonpayment of property taxes.

h. Visit Portland will provide the Director of Finance with an annual certified financial statement for expenses related to the District and the programs and services outlined in the Development Program. The statement shall list all income and expenses related to the District and shall be provided to the Finance Director within six (6) months after the fiscal year ends.

i. Visit Portland will produce an annual report to be submitted to the City reflecting all projects expenses, and returns on investments of the District. Any audits needed to verify collection assessment will be paid for by Visit Portland. The City may require reporting and conduct an audit without cause no more than once during the Term to verify remittance in accordance with the assessment formula.

Visit Portland shall have reasonable access to the City's assessment collection records, and the City shall have reasonable access to the Visit Portland's books and records particular to the District expenditures.

ARTICLE III. Services To Be Provided By Visit Portland

During the Term, Visit Portland shall:

a. Provide the services described herein and in the Development Program.

b. Provide staff and administrative services sufficient for the performance of the services described herein and in the Development Program.

c. Maintain a corporate Board of Directors whose members fairly represent a cross section of District Property owners or their designees in the District, and include on the Board one (1) ex-officio Director seat for the Portland Housing and Economic Development Director or the City Manager's designee.

d. Maintain a mechanism for resolving any dispute to the kind and level of services which may arise between Portland Downtown and persons subject to development district assessments regarding the kind and level of services provided by Visit Portland.

e. Provide liaison between the City, the District property owners, civic groups, interested persons, and other groups and individuals, as necessary to carry out the mission of the District.

f. Maintain all minutes and records of Visit Portland proceedings as may be required.

g. Post meeting minutes related to the District online.

h. Nothing in this Agreement is intended to or shall be construed to limit Visit Portland's general powers, as set forth in the Maine Non-profit Corporation Act, Title 13-B of the Maine Revised Statutes Annotated.

ARTICLE IV. Termination

a. The District will commence upon the date of its establishment by the City Council and continue indefinitely in accordance with applicable law until the Council takes action to terminate or amend the District. District Property owners may submit a petition to the City Council at any time requesting that the District be terminated, which the City will consider in accordance with applicable law. The City has and reserves the right to suspend, terminate or abandon the execution of any work by Visit Portland upon receipt of a petition dissolving the District.

b. This Agreement may be terminated by either Party for good cause. If Visit Portland or the City should fail to perform any material covenant, obligation or agreement hereunder for a period of thirty (30) days after written notice of complaint from the City Manager or Visit Portland specifying such failure, either Party may provide the other with notice of failure to perform the Agreement as provided herein. Upon receipt of notice, Visit Portland or the City shall have a ninety (90) day period, computed from the date of delivery of the notice of failure to perform, within which the affected Party may provide a written plan to remedy the complaint. In the event that a determination is made at the expiration of the ninety (90) day period that the complaint is unresolved, either Party may declare their intent to terminate the Agreement and identify the specific date of termination with a written notice. Either Party shall have the right to appeal the decision to the other. Either Party shall file such appeal within seven (7) business days from the date the Party receives the notice of termination. If such appeal does not remedy the complaint, consideration for termination of this Agreement would be subject to a vote of the City Council.

c. Nothing herein shall be construed as giving Visit Portland the right to perform the work contemplated under this Agreement beyond the time that the City Council terminates this Agreement. In case Visit Portland should be discharged before all the services contemplated in this Agreement have been completed, or the services for any reason should be stopped, either because of the expiration of the Term or because of the inability of Visit Portland to fulfill its obligations under this Agreement, Visit Portland shall be reimbursed for all services satisfactorily performed prior to the effective date of termination in accordance with Article II hereof, but only to the extent that sufficient Assessments have been received by the City to make such reimbursement. After termination of the Agreement, Visit Portland shall:

1. With respect to existing activities, take only such actions as the City Manager shall direct;
2. Upon City's request, assign to the City in the manner, at the times and only to the extent the City, acting by and through its City Manager, may direct it to do so, all the rights, title and interest of Visit Portland in and to all existing orders and agreements.
3. To the extent rights, title and interests of Visit Portland in and to existing orders and agreements may be assigned to the City and accepted by it; obligations incurred on or after such assignment will be assumed by the City. Otherwise, Visit Portland shall settle all outstanding liabilities and all claims arising out of any terminated orders or agreements.
4. Deliver to the City, in the manner, at the times and to the extent directed by the City Manager, all documents and data produced by Visit Portland as part

of or in connection with the work.

5. In the event of termination of the District, any remaining revenues, after all outstanding debts are paid, derived from the charge of fees, or derived from the sale of assets acquired with the revenues, shall be returned to the City and appropriated for the purposes of the Development Program, subject to the approval of the City Council.

ARTICLE V. Assignment

Visit Portland covenants and agrees that it will neither assign nor transfer any rights here under, either in whole or in part, without first obtaining the prior written consent of the City.

ARTICLE VI. Performance of Services

All services performed by Visit Portland under this Agreement, or by third parties paid with funds provided under this Agreement, shall be performed in a good, workman like fashion and in accordance with all applicable professional and industry standards.

ARTICLE VII. Compliance with Law

Visit Portland will comply with all provisions of Federal, State, and local law, applicable to the services provided under this Agreement. Visit Portland further agrees to adhere to a policy of non-discrimination in all employment actions, practices, policies, procedures, phases, and conditions of employment. This shall include compliance with all applicable provisions of the Workforce Investment Act of 1998, as amended (WIA, 29 CFR part 37); the Nontraditional Employment for Women Act of 1991; title VI of the Civil Rights Act of 1964, as amended; section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; title IX of the Education Amendments of 1972, as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR part 37 and all other applicable laws, including the Maine Human Rights Act, ordinances and regulations regarding equal opportunity and equal treatment. Visit Portland specifically agrees that all employment-related decisions (including but not limited to hiring, discharge, transfers, promotions, discipline, training, job opportunities, and wage and salary levels) will be made without discrimination based on an individual's race or color, religion, age, sex (including pregnancy), sexual orientation, gender identity or expression, ancestry or national origin, physical or mental disability, veteran status, genetic information, previous assertion of a

claim or right under Maine's Workers' Compensation Act, previous actions taken protected under Maine's Whistleblowers' Protection Act, or any other protected group status as defined by applicable law. Provisions in applicable laws providing for bona fide occupational qualifications, business necessity, or age limitations will be adhered to by Visit Portland where appropriate.

ARTICLE VIII. Indemnification

a. Visit Portland shall, at its own cost and expense, defend, indemnify, and hold harmless the City, its officers, agents, and employees, from and against the following:

    1. To the fullest extent permitted by law, Visit Portland shall defend, indemnify and hold harmless the City, its officers and employees, from and against all claims, damages, losses, and expenses, just or unjust, including but not limited to costs of defense, including attorney's fees, arising out of or resulting from the performance of this Agreement, provided that any such claims, damage, loss or expense is (1) attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property, including the loss or use thereof; and (2) is caused in whole or in part by any negligent act or omission of Visit Portland, anyone directly or indirectly employed by it, or anyone for whose act it may be liable;

    2. All claims and liens of Visit Portland's consultants, subcontractors, and their laborers, mechanics, material men, and/or suppliers. Such obligation shall not be construed either to negate or abridge any other obligation of indemnification and shall not be limited by any provision for insurance contained in this Agreement.

b. Notwithstanding the foregoing, nothing herein shall, nor is intended to, waive any defense, immunity or limitation of liability which may be available to the City or their respective officers, agents and employees, under the Maine Tort Claims Act or any other privileges and/or immunities provided by law.

ARTICLE IX. Insurance

a. Neither Visit Portland nor any of its subcontractors shall commence work under this Agreement until they have provided the insurance coverage required by this Agreement and such coverage has been approved by the City.

b. Prior to the execution of this Agreement, Visit Portland shall, at its own expense, procure and maintain:

- Occurrence-based Professional Liability Insurance for errors, omissions and negligence, in the amount of One Million Dollars ($1,000,000.00) per claim.
- 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, Visit Portland 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. Prior to execution of this Agreement, Visit Portland 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. Visit Portland shall also provide a copy of any endorsement naming the City as additional insured. A certificate that merely has a box checked under "Addl Insr," or the like, or that merely states the City of Portland is named as an Additional Insured, will not be acceptable. 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, Visit Portland shall provide City with a complete copy of any of the above-referenced policies. Visit Portland 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 Visit Portland's Certificate of Insurance or other evidence of insurance shall not be construed as a waiver of the Visit Portland's obligation to obtain and maintain such insurance as required by this agreement.

Article X. No Joint Venture; Independent Contractors

a. Nothing contained in this Agreement will constitute or be construed to be or create a partnership or joint venture between the parties or any of their respective officers, directors, employees, affiliates, successors or assigns. The parties understand and agree that this Agreement does not make either of them an agent or legal

representative of the other for any purpose whatsoever. No party is granted, by this Agreement or otherwise, any right or authority to assume or create any obligation or responsibilities, express or implied, on behalf of or in the name of any other party, or to bind any other party in any manner whatsoever.

b. Each party will secure, at its own expense, all personnel, materials, and equipment required to perform its obligations under this Agreement. Each party, in accordance with its status as an independent contractor, covenants and agrees that its employees shall be regarded for all legal and tax purposes as its own employees during the term of this Agreement, and each party shall govern and supervise the work of its own employees. Each party shall discharge all applicable obligations imposed upon employers under the law, including without limitation payment of wages, social security taxes, withholding taxes, unemployment taxes and worker's compensation. Both parties' employees shall not be considered employees of the other party for any purpose and shall not be entitled to any retirement benefits, social security benefits, unemployment benefits, group health or life insurance, vacation, personal, or sick leave, worker's compensation, or any other similar benefits ("Employment Benefits") from the other party. Each party further covenants and agrees that its employees will conduct themselves consistent with such status, that they will neither hold themselves out as, nor claim to be, officers or employees of the other party by reason of this Agreement, and that its employees will not, by reason of this Agreement, make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the other party, including but not limited to the Employment Benefits.

c. Nothing in this Agreement is intended to or does prohibit Visit Portland or the City from entering into any other contractual relationship with each other or any third party.

Article XI. Miscellaneous Provisions

a. This Agreement shall be construed in all respects in accordance with, and governed by, the laws of the State of Maine. All parties hereto hereby consent to the exclusive jurisdiction of the Superior Court for the County of Cumberland in the State of Maine, for all actions, proceedings and litigation arising from or relating directly or indirectly to this Agreement or any of the obligations hereunder, and any dispute not otherwise resolved as provided herein shall be litigated solely in said Court.

b. This Agreement and its attachments represent the entire and complete agreement and understanding between the parties and supersedes any prior agreement or understanding, written or oral, between the parties with respect to the subject matter of this Agreement. This Agreement cannot be amended except by written instrument executed by the City and Visit Portland.

c. Visit Portland warrants and represents that it has the full right and authority to enter into this Agreement, that there is no impediment that would inhibit its ability to perform their respective obligations under this Agreement, and that the person signing this Agreement on behalf of Visit Portland has the authority to do so.

d. This Agreement may be executed in any number of counterparts and by different parties in separate counterparts. Each counterpart when so executed shall be deemed to be an original and all of which together shall constitute one and the same agreement. A signature in a pdf or electronic document shall be considered the equivalent of an original signature.

(Signature page follows)

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the ___ day of _____, 2026

WITNESS

_____

CITY OF PORTLAND

By:_____
Danielle P. West
Its City Manager

WITNESS

_____

CONVENTION AND VISITORS' BUREAU OF GREATER PORTLAND

By:_____
Print Name:
Its:_____

Approved as to Form:

_____
City Corporation Counsel

Approved as to Funds:

_____
City Finance Department

ECONOMIC DEVELOPMENT PROJECT

CITY OF PORTLAND, MAINE

A Municipal Development District

PORTLAND TOURISM MUNICIPAL DEVELOPMENT DISTRICT DEVELOPMENT PROGRAM

Presented to:

City Council

City of Portland

June ___, 2026

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Exhibit List

Exhibit A	City of Portland Property Map Showing District Property Relative to City Boundaries
Exhibit B	Notice of Public Hearing
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Development Program

I. Introduction

The City of Portland (the "City") seeks to establish a Municipal Development District to be known as the "**Portland Tourism Municipal Development District**" (the "District"), located throughout the City of Portland.

The District includes 23 non-seasonal hotels with 40 rooms or more to be assessed for the District to provide programs, services and improvements as described in this Development Program.

In designating the proposed District and adopting this Development Program, the City can accomplish the following goals:

- Maintain and ideally expand the existing tax revenues flowing from the District properties;
- Enable the investment of assessment payments made by properties uniformly and proportionally benefitting from the Development Program in strategic sales, marketing, promotions, destination development and special events;
- Maintain and create long-term, stable employment opportunities for area residents; and
- Improve the overall economy of the City, the Cumberland County region, and the State of Maine.

II. Development Program Narrative

A. The Development District

The District will encompass approximately 42.1269 acres of real property, and includes the following\ City Tax Map/Lots/Blocks: 019-B020001 (0.6552 acres), 042-A001001 (0.807 acres), 20-C009001 (0.7983 acres), 038-G005001 (0.5462 acres), 054-G001001 (.2459 acres), 189-A014001 (4.8057 acres), 040-E00300H (0.767 acres), 210A-A005001 (2.78 acres), 266-A002001 (5.3691), 029-L00100H (0.5829 acres), 265-A001001 (2.9256 acres), 029-K003001 (0.3866 acres), 209A-A016002 (2.2107 acres), 039-E010001 (2.3018 acres), 032-I042001 (0.4392 acres), 065-A003001 (2.007 acres), 266-A001001 (3.0384 acres), 038-F009001 (0.6505 acres), 029-R001001 (0.5596 acres), 267-B001001 (8.173 acres), 020- C010001 (0.7821 acres), 032-C001001 (0.2304 acres), 037-E007001 (1.0647 acres) (each a "District Property"). The District is shown in **Exhibit A** attached hereto.

B. The Development Program

The City's designation of the District and adoption of this Development Program allows for the City to fund activities and projects to be supported by the District Property owners, and also coordinate services to ensure effective delivery and proper support for tourism promotion while building on existing revitalization efforts and protection of public and private investment. The travel industry is a major economic driver for the City and Maine. Visitor spending not only

supports tourism-related businesses but also the local artists, lobster/fishing community, cultural institutions, food & beverage establishments, and small businesses that residents alone could not support year-round. Therefore, it is in the public interest of the City, and vital to the welfare of the City's economy, to facilitate and encourage cooperating public-private partnerships where lodging properties become partners with the City for the enhancement and expansion of the travel economy and to provide for increased business activity, tourism, economic development and job creation throughout the District.

The term of the District will commence when established by the City Council and continue indefinitely, subject to annual budget approvals by the City Council, until the Council takes action to terminate or amend the District. District Property owners may submit a petition to the City Council at any time requesting that the District be terminated, which the City will consider in accordance with applicable law.

Under this Development Program, projects as listed below in Table 1 will be executed through an agreement with a development program manager (the "Development Program Manager").

This Development Program is structured and proposed pursuant to Chapter 206 of Title 30-A of the Maine Revised Statutes, as amended (the "Statute"). The designation of the District and adoption of the Development Program are effective upon approval by the City Council, evidenced by **Exhibit C** and **Exhibit D** hereto.

C. Services and Programming

District Property owners will pay assessments on an annual basis to support the program. The formation of the District is intended to contribute to the economic growth and wellbeing of the City, and to the betterment of the health, welfare or safety of the inhabitants of the City. To accomplish this intention, the City desires to support the costs described below using District revenues. The City shall not reduce services to the District Properties because of the implementation of the District. Projects and services approved and executed by the District shall be in addition to and not in the place of municipal projects and services. Assessment revenues must be spent in accordance with the financial plan.

The annual project costs presented in the annual Financial Plan shall be approved by the City Council and must be contained within the services and programming descriptions below and identified in the Order Establishing the Portland Tourism Development District. Please see Table 1 herein for a complete list of authorized services and programming and their respective cost estimates for FY2027 and will serve as the basis for the assessment calculation.

TABLE 1
Municipal Projects

Services and Programming	FY 2027 Cost Estimate*

A. <u>Sales, Marketing, Promotions, Destination Development and Special Events.</u> Marketing efforts will reach markets such as Leisure Travelers, Meetings & Conferences, Sporting Events, Destination Weddings and Social Events, International Travelers, Motorcoaches, Cruise Passengers, and Media/Influencers. Marketing messaging will reach all ages of travelers and target all demographics including BIPOC and LGBTQ+. Ten percent (10%) of the Sales, Marketing, Promotions, Destination Development, and Special Events budget shall be allotted specifically to reach the BIPOC, LGBTQ+ markets, and community DEI efforts. Projects may include: ● Promoting and marketing tourism in different periods (for example out of season or shoulder seasons); ● Research & Development of a marketing plan designed to outline a strategy for attracting potential visitors and expand programs to attract diverse visitors at the right time with the right message; ● Regional and national leisure marketing and convention trade marketing programs inclusive of broadcast, social, digital, audio, print, pay-per- click and out-of-home channels, designed to increase awareness of and drive overnight traffic to the destination – in turn, benefitting the assessed lodging properties through increased consumer demand and increased year-round room night bookings.; ● Public Relations and media programs that enhance the profile of Portland as a visitor, meetings and event destination – in turn, benefitting the assessed lodging properties through increased consumer demanded increased room night bookings; ● Dedicated funds to support incentives, hosting fees and other offsetting costs associated with securing strategic industry events, incremental group and convention business, and/or large-scale events for the destination that generate room nights for the assessed lodging properties; ● Strategic partnerships, sponsorships, or other alliances that reinforce the City of Portland as a destination of choice within the travel marketplace for meetings, events and leisure travel – in turn, generating greater room night sales to the assessed lodging properties; ● Attendance at tradeshows, conferences, and professional industry/partner events to promote the destination and the assessed lodging properties; ● Sales missions, client events, site inspections, and familiarization tours showcasing the destination and the assessed lodging properties;	$847,543

• Visitor services programs designed to extend stays at assessed lodging properties and increase visitor spending; • Preparation, production, mailing, and distribution of collateral promotional materials such as brochures, flyers, maps, and videos featuring assessed lodging properties; • Research on current and new markets that would result in additional room night sales to assessed lodging properties	

Services and Programming	FY 2027 Cost Estimate*
B. Business Practices & Workforce Initiatives Work with lodging partners, attractions, restaurants, venues and other tourism-related entities to support programs that encourage sustainable visitation. Services **may** include: ● Programs to combat congestion at specific locations and reduce pressure on infrastructure and resources that have a negative impact on the quality of life for residents; ● Programming to sustain demand and undertaking activities that balance the livability of the destination in popular tourism periods and generating overnight stays from leisure travelers especially during need periods; ● Infrastructure or capital improvements, including maintenance activities, that enhance Portland's competitive position to attract desirable special events year around and attract overnight visitors including payment of debt service on such expenditures; ● Funds shall be deployed to build programs to support a sustainable workforce. Programming may include destination-wide workforce assessment, apprenticeship or educational programming as seasonality requires, and worker-led roundtables and peer listening sessions designed to foster open dialogue among hospitality employees, as well as a community-facing workforce website that highlights worker contributions and connects them with professional resources. .	$50,000
C. **District <u>Administration</u>** The administration portion of the budget shall be utilized for administrative costs, office costs, and other general administrative costs such as insurance, legal, and accounting fees incurred by the City and the Development Program Manager. A portion of the budget will be allocated to a contingency fund. If there are contingency funds collected, they may be held in a reserve fund or utilized for other program or administration costs at the discretion of the Development Program Manager board. Policies relating to contributions to the reserve fund, the target amount of the reserve fund, and expenditure of monies from the reserve fund shall be set by the Board, subject to approval by the City.	$536,090
D. **<u>Return on Investment/ Quarterly and Annual Reporting</u>** The Development Program Manager will account for the expenses and results of the district specific to the Services and Programming and the return on investment as it relates to benefiting the property owners in the district and community related impact such as workforce programs.	$20,000

Services and Programming	FY 2027 Cost Estimate*
Total	**$1,453,633**

* These are estimates only. The City may approve different budgeted amounts for the listed projects each year.

D. Strategic Growth and Development

By creating and designating the District, the City can achieve the appropriate level of programs, services and improvements described in this Development Program as well as a fair and appropriate financial contribution from each party benefitting from such activities. Establishing the public private partnership to fund our local tourism industry will pave the way for an engaged community that will be invested in efforts to stabilize and sustain a year-round balanced visitor demand, local workforce development and support, creating a new platform for Portland to elevate the accessibility to its diverse community, support residents and business development, and maintain and evolve experiences for visitors.

In addition, by providing additional services for assessed lodging properties in the City of Portland, the District will ease the burden on local government, which faces constrained budgets, while under obligation to provide equivalent levels of service throughout the entire community.

The City's designation of the District and pursuit of this Development Program constitute a good and valid public purpose described in Chapter 206 of Title 30-A of Maine Revised Statutes because it represents a substantial contribution to the economic well-being of both the City and the region, by supporting surrounding businesses which provide jobs and contribute to property taxes.

E. Improvements to the Public Infrastructure

As further set forth in Table 1, the City will undertake a variety of operations and maintenance activities, including potential public infrastructure improvements.

F. Operational Components

1. Public Facilities

As further set forth in Table 1, the City may undertake public capital improvement projects and maintenance activities.

2. Commercial Improvements Financed Through Development Program

No commercial improvements will be financed through the District or assessments.

3. Relocation of Displaced Persons

No persons will be displaced.

4. Transportation Improvements

No transportation improvements will be financed through the District or Assessments.

5. Environmental Controls

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

6. Plan of Operation

During the term of the District, the City Manager or designee will be responsible for all administrative matters within the purview of the City concerning the implementation and operation of the District, including the imposition and collection of implementation assessments.

Pursuant to the Development Districts Law, the City will enter into a contractual arrangement with the Development Program Manager to perform the Projects outlined in Table 1 above and all administrative matters associated with the Development Program other than those matters within the purview of the City. The Development Program Manager shall establish a corporate Board of Directors whose members fairly represent a cross section of assessed property owners or their designees in the District and include on the Board one (1) ex-officio Director seat for the Portland Housing and Economic Development Director or the City Manager's designee.

III. Physical Description

Municipal documents relating to the District's physical description attached as: City of Portland property map showing the District relative to City boundaries. **Exhibit A**

IV. Financial Plan

The District will encompass approximately 42.1269 acres of property and will begin for the 2027 fiscal year July 1, 2026 – June 30, 2027, with subsequent fiscal years with an indefinite term of years to be terminated only upon Council action.

A. Cost Estimate and Sources of Revenues

All non-seasonal lodging properties with forty (40) or more rooms within the boundaries of the City of Portland that meet the assessed property criteria shall be assessed. The assessment is based upon the benefits received from the district programming, derived from the business activity related to the parcel. The fiscal year method and assessment rate is based on short term room rental using the US Average, Average Daily Rate (ADR) multiplied by fifty-percent (50%) occupancy as reported by STR year or, when unavailable, as reported by the District Property,

for the previous year, multiplied by one and one-half percent (1.5%) which is also equal to one and one-half percent (1.5%) of annual gross short-term room rental revenue.

With a July 1, 2026, District begin date, the budget is based on July 1, 2026, to June 30, 2027, business activity as reported by STR as outlined above, or when unavailable as reported by District Property owners. The subsequent annual assessment will be calculated in a similar manner to the initial assessment using the most recent available previous fiscal year data as reported by STR as outlined above, or when unavailable by District Property Owners.

Assuming a July 1, 2026 District begin date, the District is expected to have a budget (FY2027) of approximately $1,453,633 based on the assessment rate described above and the cost of programs detailed in the attached budget and as described in Table 1.

B. Collections and Remittance

Pursuant to the Development Districts Law, assessments must be collected by the City at the same time and in the same manner as municipal taxes, following municipal procedures as outlined by the City of Portland. The City shall forward to the Development Program Manager all District assessment funds collected within thirty (30) days of collection, less a ten (10) percent City administrative fee as authorized in the District Development Program. The City tax collector has all the authority and powers by law to collect the assessments. If any District Property owner fails to pay any assessment or part of an assessment on or before the dates required, the City has all the authority and powers to collect the delinquent assessments vested in the City by law to collect delinquent municipal taxes. Penalties for nonpayment of assessments shall be equivalent to penalties for nonpayment of property taxes. Assessments may be remitted on a monthly basis in advance of the municipal tax billing. The City administrative fee may be used for any costs or expenses related to the administration, collection, enforcement, and reporting particular to the District. Any additional funds shall be spent in accordance with the Development Districts Law in a manner which uniformly benefits the assessed parcels in the district. The City may require reporting and conduct an audit without cause no more than once every year to verify remittance in accordance with the assessment formula.

C. Municipal Indebtedness

The City reserves the right to issue municipal bonds in order to pay for costs of maintenance and operations costs. Any municipal bond issued for such a project would require City Council approval and follow the Charter required process.

D. Related Contract, Agreements, and Obligations

There are no existing terms and conditions of any agreements, contracts, or other obligations related to this Program, other than the anticipated contract with the Development Program Manager to implement the Projects outlined in Table 1 above and all other administrative matters concerning the implementation and operation of the District, other than those matters within the purview of the City.

E. Rollover Funds

Any and all unused fee funds collected during a year may be rolled over to the subsequent year to be used for programs detailed in the Financial Plan. In the event of termination of the District, any remaining revenues, after all outstanding debts are paid, derived from the charge of fees, or derived from the sale of assets acquired with the revenues, shall be appropriated for the purposes of this Development Program.

F. Reserve Policy

The District's Development Program Manager may develop a Reserve Policy to establish minimum levels for designated funds to ensure stable program and project execution, meet future needs, and protect against financial instability, subject to approval by the City.

V. Financial Data

Please find attached as **Exhibit E** the Statutory Requirements and Thresholds Form required by the Maine Department of Economic and Community Development.

VI. Municipal Approvals

A. Notice of Public Hearing

Attached as **Exhibit A** is a copy of the Notice of Public Hearing held on_____ in accordance with the requirements of 30-A M.R.S.A. § 5226(1). The notice was published in the Portland Press Herald, a newspaper of general circulation in the City _____on a date at least ten (10) days prior to the public hearing.

B. Minutes of Public Hearing

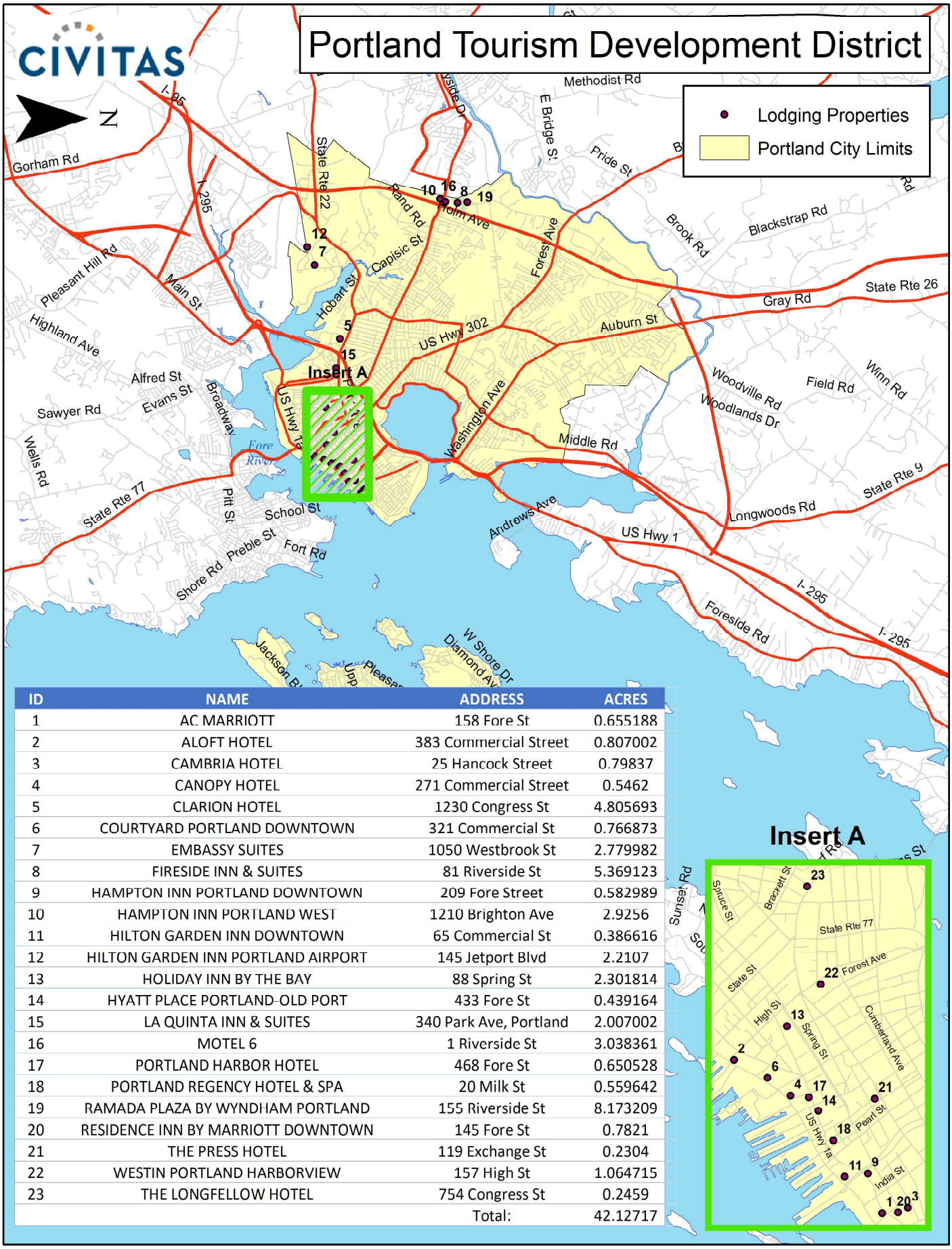
Attached as **Exhibit C** is a certified copy of the minutes of the public hearing held on , at which time the proposed District was discussed by the public.

C. City Council Order

Attached as **Exhibit D** is an attested copy of the City Council Order adopted by the Portland City Council at a Council Meeting duly called and held on _____, 2026, designating the District and adopting the Development Program.

EXHIBIT A

CITY OF PORTLAND PROPERTY MAP SHOWING DISTRICT PROPERTY RELATIVE TO CITY BOUNDARIES



ID	NAME	ADDRESS	ACRES
1	AC MARRIOTT	158 Fore St	0.655188
2	ALOFT HOTEL	383 Commercial Street	0.807002
3	CAMBRIA HOTEL	25 Hancock Street	0.79837
4	CANOPY HOTEL	271 Commercial Street	0.5462
5	CLARION HOTEL	1230 Congress St	4.805693
6	COURTYARD PORTLAND DOWNTOWN	321 Commercial St	0.766873
7	EMBASSY SUITES	1050 Westbrook St	2.779982
8	FIRESIDE INN & SUITES	81 Riverside St	5.369123
9	HAMPTON INN PORTLAND DOWNTOWN	209 Fore Street	0.582989
10	HAMPTON INN PORTLAND WEST	1210 Brighton Ave	2.9256
11	HILTON GARDEN INN DOWNTOWN	65 Commercial St	0.386616
12	HILTON GARDEN INN PORTLAND AIRPORT	145 Jetport Blvd	2.2107
13	HOLIDAY INN BY THE BAY	88 Spring St	2.301814
14	HYATT PLACE PORTLAND-OLD PORT	433 Fore St	0.439164
15	LA QUINTA INN & SUITES	340 Park Ave, Portland	2.007002
16	MOTEL 6	1 Riverside St	3.038361
17	PORTLAND HARBOR HOTEL	468 Fore St	0.650528
18	PORTLAND REGENCY HOTEL & SPA	20 Milk St	0.559642
19	RAMADA PLAZA BY WYNDHAM PORTLAND	155 Riverside St	8.173209
20	RESIDENCE INN BY MARRIOTT DOWNTOWN	145 Fore St	0.7821
21	THE PRESS HOTEL	119 Exchange St	0.2304
22	WESTIN PORTLAND HARBORVIEW	157 High St	1.064715
23	THE LONGFELLOW HOTEL	754 Congress St	0.2459
		Total:	42.12717

EXHIBIT B
NOTICE OF PUBLIC HEARING

EXHIBIT C
MINUTES OF PUBLIC HEARING

EXHIBIT D
CITY COUNCIL ORDER

EXHIBIT E
STATUTORY REQUIREMENTS AND THRESHOLDS FORM

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 15, 2026

SUBJECT: Order 234-25/26 Adopting Development Program for Portland Downtown for Fiscal Year 2026-2027 - Sponsored by the Finance Committee, April Fournier, Chair

SPONSOR: Finance Committee, Councilor April Fournier/Chair, meeting held May 7, 2026.
(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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: No No, the June 15, 2026, meeting will be advertised in the *Portland Press Herald* on June 3, 2026.

Does this item involve a new contract with the City: Yes, Corporation Counsel has reviewed the Agreement and approved.

PRESENTATION: Brendan O'Connell/2 Minutes

I. SUMMARY

Annually, the City Council authorizes the City Manager to execute documents necessary for the continued operation of Portland Downtown (formerly known as Portland's Downtown District). Three Orders are passed on an annual basis as part of this effort. The first authorizes the Portland Downtown District annual development plan as passed by the Portland Downtown Board. The second establishes the maintenance and implementation assessments in order to fund the development plan. The final Order approves the agreement between the City and Portland Downtown, including the agreement between the City Public Works Department and Portland Downtown for supplemental services in the District.

II. AGENDA DESCRIPTION

The PD District was originally established by the City Council on March 16, 1992. Since then, each year in June, for the following fiscal year starting July l, City Council authorization of establishing the special assessment and approval of the documents is needed.

For FY2027, City Council authorization is needed for the continued operation of PD, which documents include: (l) Adopting the Development Program for the PD; (2) Assessing Maintenance and Implementation Assessments in the PD District; and, (3) authorizing the Agreement for work to be done by PD and work to be done by the City.

The budget for PD is funded largely from special assessments on all real estate in the current District. The revenue raised through the special assessment will fund the majority of PD development program expenses for FY2027. The proposed mil rate to raise the assessment revenue budget is estimated at $1.07 per $1,000 of property value in the current District in order to raise the PD Board approved assessment revenue of approximately $2.43 Million.

Portland Downtown representatives provided a presentation to the Finance Committee at the May 7, 2026, meeting and answered questions from Committee members.

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

III. BACKGROUND

See above.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The intended result is for the City Council to accept the FY2027 Development Plan, authorize the annual special assessment levied to property owners in the District in order for the PD to continue its program of services to support downtown cleanliness, safety, and events, and to formalize the Agreement between the PD and the City for services.

V. FINANCIAL IMPACT

This year's assessment Will be funded from special assessments on all real estate in the current district for an estimated FY26 total of $2,340,144, an increase of $1,012,004 from FY25 assessment of $1,328,140. This assessment would be for the period July l, 2025, to June 30, 2026. The special assessment as proposed for FY26 would result in an increase m the assessment rate to $1.00 per $1,000. The FY25 assessment rate was 71 cents per $1,000 of property value. The FY24 rate was 67 cents per $1,000 of property value; in FY23 the rate was 66 cents per $1,000 of property value; in FY22 the rate was 57 cents per $1,000 of property value, lower than in previous years due to a revaluation; in FY21, the rate was $1.05 per Sl ,000 of property value; in FY20, the rate was $1.09 per $1,000 of property value; in FYI 9, the rate was $1.03 per $1,000 of property value. It is noted that for the prior nine (9) years before FY 19, the PD assessment rate had been the same rate of 92 cents per $ 1,000 of propeny value in the geographic area before the approved FYI 9 geographic expansion of the district.

VI. STAFF ANALYSIS AND BACKGROUND

City staff have reviewed the documents and recommends the City Council vote to approve these items.

VII. RECOMMENDATION

Move passage.

VIII. LIST ATTACHMENTS

1. Order - Adopting Dev Program for Portland Downtown for FY27
2. FY2027 PDD Development Plan

Prepared by:
Date: 05/15/2026

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 ADOPTING DEVELOPMENT PROGRAM FOR PORTLAND DOWNTOWN FOR FISCAL YEAR 2026-2027

ORDERED, that pursuant to 30-A M.R.S. Section 5224, after public hearing, the City Council of the City of Portland hereby adopts the Development Program submitted by the City Manager, a copy of which is attached hereto, for the Downtown Improvement District, Inc. doing business as Portland Downtown for fiscal year 2026-2027.

FY27 Budget and Development Plan

Portland Downtown stimulates a thriving, vibrant & sustainable downtown community

FY26 Highlights

- Ambassador Launch
- Monument Square Tree Cam
- Quick Action Engagement during “Operation Open Catch”
- 2/07 Day + Governor Proclamation
- in-house graffiti removal
- Partnered with service providers for Cotton Street Food Distribution
- Crosswalk Activation, con’t
- Park(ing) Day
- Downtown Worker Appreciation Week
- Increased Seating Downtown
- Increased Planters
- Monumental Markets
- World Cup Watch Party - coming soon!
- Jane’s Walks

Fiscal Year 2027

- FY27 increase is ~5% for inflation
- Supplemental Services - PD undewrites eight (8) City Public Works employees (6 @ 100%, 2 @ 50%)
- Continued funding for various social service partners
- Launching public restroom
- Continuing our mural program
- Continued increased placemaking & space activation
- Winter City Lights (Pandora's Lights) - PD is largest funder

Notes on FY27 Budget

- Enhanced Space Activation Work (new tables, chairs, umbrellas for Monument Square, etc)
- Concerts on Congress, Movies on the Monument & more
- Continued social service partnership
- Continued graffiti efforts, now managed by Ambassadors
- Continued focus on empty spaces in Arts District

FY27 Development Plan

- Continuing education & training for staff & ambassadors
- Continue to expand mural program - new one announced soon!
- Further engage downtown residential community
- Monument Square focus continues
- Public Restroom management & oversight
- Age-Friendly Business efforts continue
- Grow Placemaking efforts

Strategic Plan Guiding Principles

- Portland Downtown is a community builder
- Portland Downtown is a key advocate for the downtown community
- Portland Downtown is a strong partner & collaborator
- Portland Downtown strives to be increasingly environmentally sustainable
- Portland Downtown believes in organizational sustainability

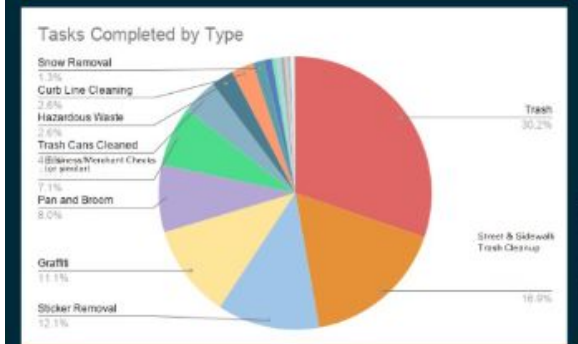
AMBASSADOR PROGRAM REPORT

PORTLAND DOWNTOWN

Q3 - Jan 1, 2026- March 31, 2026



9915 TASKS COMPLETED

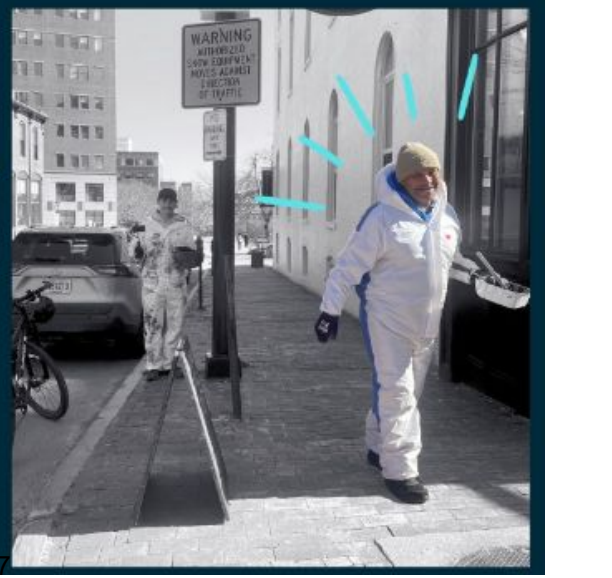


62% - trash removal & trash can maintenance
23% - graffiti & sticker removal
2.6% - hazardous waste (Needle Pick up & Feces removal)

"I've really appreciated seeing the Ambassador presence downtown. There is a notable shift in cleanliness near my business."
-Business Owner

HIGHLIGHTS

- Verbal Judo training with Portland Public Works
- Narcan and "Stop The Bleed" training with Portland Public Health
- Distributed updated resource cards across the community
- Completed Spring Business Blitz



MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 15, 2026

SUBJECT: Order 235-25/26 Establishing Maintenance and Implementation Assessments for Portland Downtown for Fiscal Year 2026-2027 - Sponsored by the Finance Committee, April Fournier, Chair

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 **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: No

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

I. SUMMARY

II. AGENDA DESCRIPTION

This is a companion item to the above Order.

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 - Establishing Implementation Assessments for Portland Downtown for FY27
2. Assessment Listing for CC 6-1-2026

Prepared by:
Date: 05/15/2026

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 ESTABLISHING MAINTENANCE AND IMPLEMENTATION ASSESSMENTS FOR PORTLAND DOWNTOWN FOR FISCAL YEAR 2026-2027

ORDERED, pursuant to 30-A M.R.S. § 5228, after public hearing thereon, that the sum of $2,429,122 be raised and appropriated from the special assessments on all real estate situated within the boundaries of the Downtown Improvement District, Inc. doing business as Portland Downtown, to fund maintenance and implementation costs for such district for the period beginning July 1, 2026 and ending on June 30, 2027; and

BE IT FURTHER ORDERED, that the said sum be assessed on all real estate within the Downtown Improvement District, which real estate listing is attached hereto as Exhibit A; and

BE IT FURTHER ORDERED, that the said assessments shall be due July 1, 2026 and payable to the City of Portland at the same time that taxes on other real estate are due; and

BE IT FURTHER ORDERED, that the interest on unpaid assessments shall be at the same rate as interest on other unpaid real estate taxes; and

BE IT FURTHER ORDERED, that the said assessments are hereby committed to the tax collector of the City of Portland for collection, pursuant to 30-A M.R.S. § 5228(5); and

BE IT FURTHER ORDERED, that the tax collector is hereby authorized and directed to take all necessary action for the collection of said assessment.

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
021 A001001	25:PARKING LOTS	PEARL CUMBERLAND LLC	119	PEARL ST	10,967,700	$11,735
021 A012001	56:GOVERNMENTAL	CITY OF PORTLAND	214	CUMBERLAND AVE	-00	$0
027 A001001	20:COMMERCIAL CONDOS	MAINE PUBLIC BROADCASTING	320	CUMBERLAND AVE	16,516,500	$17,673
027 A001002	20:COMMERCIAL CONDOS	MAINE PUBLIC BROADCASTING	320	CUMBERLAND AVE	938,400	$1,004
027 A001003	20:COMMERCIAL CONDOS	MAINE PUBLIC BROADCASTING	320	CUMBERLAND AVE	1,313,800	$1,406
027 A012001	56:GOVERNMENTAL	CITY OF PORTLAND	5	MONUMENT SQ	-00	$0
027 A015001	22:OFFICE BUSINESS	MONUMENT HOTEL LLC	465	CONGRESS ST	9,088,300	$9,724
027 B001001	56:GOVERNMENTAL	CITY OF PORTLAND	284	CUMBERLAND AVE	-00	$0
027 B002001	22:OFFICE BUSINESS	JJR 443 CONGRESS LLC	443	CONGRESS ST	6,594,400	$7,056
027 B003001	56:GOVERNMENTAL	CITY OF PORTLAND	9	ELM ST	-00	$0
027 B004001	27:MULTI-USE COMMERCIAL	METROPOLITAN APARTMENTS LLC	439	CONGRESS ST	10,173,200	$10,885
027 B005001	53:RELIGIOUS	FIRST PARISH IN PORTLAND	425	CONGRESS ST	-00	$0
027 B007001	22:OFFICE BUSINESS	ASHBY TEAM LLC	415	CONGRESS ST	4,711,100	$5,041
027 B008001	56:GOVERNMENTAL	CITY OF PORTLAND	21	ELM ST	-00	$0
027 B009001	57:OTHERS EXEMPT BY LAW	MASONIC TRUSTEES OF PORTLAND	8	CHESTNUT ST	-00	$0
027 C002001	13:THREE FAMILY	TRIPOD HOLDINGS LLC	17	CHESTNUT ST	1,007,100	$1,078
027 C010001	20:COMMERCIAL CONDOS	HAIR ETC LLC	21	CHESTNUT ST	237,900	$255
027 C010002	20:COMMERCIAL CONDOS	CHESTNUT STREET LOFTS LLC	21	CHESTNUT ST	289,200	$309
027 C01002E	10:CONDOMINIUMS	JORDAN CARA A	21	CHESTNUT ST	427,200	$457
027 C01002N	10:CONDOMINIUMS	SMITH DOUGLAS A &	21	CHESTNUT ST	444,800	$476
027 C01002S	10:CONDOMINIUMS	MORREL VICTOR &	21	CHESTNUT ST	402,200	$430
027 C01002W	10:CONDOMINIUMS	ANDERSON EVAN	21	CHESTNUT ST	444,800	$476
027 C01003E	10:CONDOMINIUMS	LI JAMES &	21	CHESTNUT ST	427,200	$457
027 C01003N	10:CONDOMINIUMS	BRAKE ELLIOT H &	21	CHESTNUT ST	469,800	$503
027 C01003S	10:CONDOMINIUMS	SAWYER JESSE	21	CHESTNUT ST	445,200	$476
027 C01003W	10:CONDOMINIUMS	VANHOEWYK JOHN VN VET &	21	CHESTNUT ST	438,800	$470
027 C01004E	10:CONDOMINIUMS	FARNHAM DAVID A &	21	CHESTNUT ST	534,000	$571
027 C01004N	10:CONDOMINIUMS	SEARS STEPHEN D &	21	CHESTNUT ST	469,800	$503
027 C01004S	10:CONDOMINIUMS	KAUFMANN CHARLES L	21	CHESTNUT ST	402,200	$430
027 C01004W	10:CONDOMINIUMS	NYGAARD DANTON D &	21	CHESTNUT ST	444,800	$476
027 C01005E	10:CONDOMINIUMS	FRISONE GIOVANNI &	21	CHESTNUT ST	427,200	$457

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
027 C01005N	10:CONDOMINIUMS	YINDRA SARA R	21	CHESTNUT ST	491,800	$526
027 C01005S	10:CONDOMINIUMS	SAVAGE WILLIAM H &	21	CHESTNUT ST	427,200	$457
027 C01005W	10:CONDOMINIUMS	CURTIN TERESA ANN	21	CHESTNUT ST	516,800	$553
027 C01006E	10:CONDOMINIUMS	HAMM LARRY F &	21	CHESTNUT ST	427,200	$457
027 C01006N	10:CONDOMINIUMS	SCOTT AURELIA C WID WWII VET	21	CHESTNUT ST	485,800	$520
027 C01006S	10:CONDOMINIUMS	SCHWELLENBACH JAMES C &	21	CHESTNUT ST	402,200	$430
027 C01006W	10:CONDOMINIUMS	MULLER BROOK W &	21	CHESTNUT ST	516,800	$553
027 C01007E	10:CONDOMINIUMS	HARDING ALICIA &	21	CHESTNUT ST	480,300	$514
027 C01007N	10:CONDOMINIUMS	DIXON DENNIS C &	21	CHESTNUT ST	453,400	$485
027 C01007S	10:CONDOMINIUMS	KELLY MARILYN E TRUSTEE	21	CHESTNUT ST	563,900	$603
027 C01007W	10:CONDOMINIUMS	GUIGLI MICHAEL	21	CHESTNUT ST	522,500	$559
027 C01008N	10:CONDOMINIUMS	COTSIRILOS STEPHANIE G	21	CHESTNUT ST	645,700	$691
027 C01008S	10:CONDOMINIUMS	WILLIAMS JAN &	21	CHESTNUT ST	559,200	$598
027 C01008W	10:CONDOMINIUMS	BUSQUE PETER J	21	CHESTNUT ST	538,100	$576
027 C0102NW	10:CONDOMINIUMS	LUTZ ROBERT &	21	CHESTNUT ST	451,900	$484
027 C0102SE	10:CONDOMINIUMS	GAULKE JULIA P &	21	CHESTNUT ST	416,100	$445
027 C0103NW	10:CONDOMINIUMS	AVIGNON PIERRE &	21	CHESTNUT ST	451,900	$484
027 C0103SE	10:CONDOMINIUMS	HOSEA FRANK MURRAY IV	21	CHESTNUT ST	416,100	$445
027 C0104NW	10:CONDOMINIUMS	FRAZER LORINDA JANE TRUSTEE	21	CHESTNUT ST	451,900	$484
027 C0104SE	10:CONDOMINIUMS	DEGRAY EMILY &	21	CHESTNUT ST	416,100	$445
027 C0105NW	10:CONDOMINIUMS	FLACH ROSEMARY	21	CHESTNUT ST	493,400	$528
027 C0105SE	10:CONDOMINIUMS	MAHON CONOR &	21	CHESTNUT ST	391,100	$418
027 C0106NW	10:CONDOMINIUMS	141 PLEASANT STREET LLC	21	CHESTNUT ST	497,100	$532
027 C0106SE	10:CONDOMINIUMS	EISENBERG AVNER	21	CHESTNUT ST	416,100	$445
027 C011001	27:MULTI-USE COMMERCIAL	JEDI TEMPLE LLC	15	CHESTNUT ST	2,434,200	$2,605
027 C012001	56:GOVERNMENTAL	CITY OF PORTLAND	389	CONGRESS ST	-00	$0
027 D001001	27:MULTI-USE COMMERCIAL	FATHOM CONGRESS LLC	385	CONGRESS ST	6,163,700	$6,595
027 D002001	25:PARKING LOTS	385 CONGRESS LLC	365	CONGRESS ST	5,326,000	$5,699
027 F001001	22:OFFICE BUSINESS	THE LANCASTER GROUP LLC	50	MONUMENT SQ	6,941,400	$7,427
027 F002001	10:CONDOMINIUMS	NAPLES CONDO TRUST	28	MONUMENT SQ	1,664,900	$1,781
027 F002002	10:CONDOMINIUMS	STODDARD ROBERT B &	28	MONUMENT SQ	1,353,900	$1,449

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
027 F002003	20:COMMERCIAL CONDOS	28 MSQ LLC	28	MONUMENT SQ	673,900	$721
027 F002004	20:COMMERCIAL CONDOS	28 MSQ LLC	28	MONUMENT SQ	673,900	$721
027 F002005	20:COMMERCIAL CONDOS	28 MSQ LLC	28	MONUMENT SQ	200,300	$214
027 F003001	21:RETAIL SERVICES	STORREY INDUSTRIES LLC	22	MONUMENT SQ	2,799,200	$2,995
027 F004001	25:PARKING LOTS	PARCHEGGIO LLC	6	MONUMENT SQ	151,300	$162
027 F005001	27:MULTI-USE COMMERCIAL	18 MONUMENT PLACE LLC	18	MONUMENT SQ	1,326,400	$1,419
027 F006001	21:RETAIL SERVICES	15 MONUMENT SQUARE LLC	16	MONUMENT SQ	1,189,400	$1,273
027 F009001	21:RETAIL SERVICES	TEDLUM ASSOCIATES LLC	121	CENTER ST	4,562,900	$4,882
027 F011001	21:RETAIL SERVICES	CF OMW LLC	1	MONUMENT WAY	6,747,400	$7,220
027 F014001	19:AUXILIARY BUILDINGS	TWO MONUMENT WAY ASSOCIATES	0	MONUMENT SQ	111,400	$119
027 F023001	27:MULTI-USE COMMERCIAL	TCB LLC	30	CITY CTR	633,500	$678
027 F024001	21:RETAIL SERVICES	BROWN J B & SONS	28	CITY CTR	709,800	$759
027 F026001	21:RETAIL SERVICES	BROWN J B & SONS	26	CITY CTR	1,488,700	$1,593
027 F027001	22:OFFICE BUSINESS	BROWN J B & SONS	24	CITY CTR	1,712,400	$1,832
027 F028001	25:PARKING LOTS	TEDLUM ASSOCIATES LLC	41	FREE ST	304,000	$325
027 F029001	25:PARKING LOTS	ONE CITY CENTER ASSOCIATES LLC	23	FREE ST	19,456,000	$20,818
027 G001001	58:LAND BANKS	CITY OF PORTLAND	456	CONGRESS ST	-00	$0
028 A001001	56:GOVERNMENTAL	CITY OF PORTLAND	380	CONGRESS ST	-00	$0
028 B001001	58:LAND BANKS	CITY OF PORTLAND	350	CONGRESS ST	-00	$0
028 E001001	56:GOVERNMENTAL	UNITED STATES	168	FEDERAL ST	-00	$0
028 F001001	56:GOVERNMENTAL	CUMBERLAND COUNTY OF	142	FEDERAL ST	-00	$0
028 K001001	21:RETAIL SERVICES	85 MARKET STREET LLC	77	MARKET ST	3,202,900	$3,427
028 K002001	22:OFFICE BUSINESS	LEADER PROPERTIES LLC	66	PEARL ST	8,693,600	$9,302
028 K003001	22:OFFICE BUSINESS	WHOLLY COW LLC	75	MARKET ST	8,030,800	$8,593
028 L002001	56:GOVERNMENTAL	CUMBERLAND COUNTY INHABITANTS	0	NEWBURY ST	-00	$0
028 L005001	20:COMMERCIAL CONDOS	WBFM LLC	75	PEARL ST	2,119,000	$2,267
028 L00502A	20:COMMERCIAL CONDOS	WOODMAN BUILDING	75	PEARL ST	1,123,900	$1,203
028 L00502B	20:COMMERCIAL CONDOS	WOODMAN BUILDING	75	PEARL ST	883,200	$945
028 L00503A	20:COMMERCIAL CONDOS	WOODMAN BUILDING	75	PEARL ST	692,400	$741
028 L00503B	20:COMMERCIAL CONDOS	WOODMAN BUILDING	75	PEARL ST	908,600	$972
028 L00504A	20:COMMERCIAL CONDOS	WOODMAN BUILDING	75	PEARL ST	692,400	$741

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
028 L00504B	20:COMMERCIAL CONDOS	WOODMAN BUILDING	75	PEARL ST	1,123,900	$1,203
028 L007001	24:WHOLESALE	RACKLEFF BLOCK LLC	131	MIDDLE ST	4,503,500	$4,819
028 M001001	56:GOVERNMENTAL	CUMBERLAND COUNTY OF	192	NEWBURY ST	-00	$0
028 M005001	21:RETAIL SERVICES	123 LLC	121	MIDDLE ST	7,963,400	$8,521
028 N001001	56:GOVERNMENTAL	CITY OF PORTLAND	109	MIDDLE ST	-00	$0
028 N009001	27:MULTI-USE COMMERCIAL	BROTHERS THREE LLC	115	MIDDLE ST	1,698,500	$1,817
028 N010001	21:RETAIL SERVICES	VENTURE III HOLDINGS LLC	111	MIDDLE ST	342,200	$366
029 A00101A	20:COMMERCIAL CONDOS	PROSPERITA LLC	150	MIDDLE ST	953,900	$1,021
029 A00101B	20:COMMERCIAL CONDOS	PEG REALTY LLC	150	MIDDLE ST	760,600	$814
029 A00101C	20:COMMERCIAL CONDOS	IN FIRM GROUP THE	150	MIDDLE ST	712,900	$763
029 A00101D	20:COMMERCIAL CONDOS	IN FIRM GROUP THE	150	MIDDLE ST	712,900	$763
029 A00102A	10:CONDOMINIUMS	FRANK PATRICK J JR	150	MIDDLE ST	434,600	$465
029 A00102B	10:CONDOMINIUMS	SAVATTERI SALVATORE JR &	150	MIDDLE ST	392,800	$420
029 A00102C	10:CONDOMINIUMS	MEIL JOAN F &	150	MIDDLE ST	412,500	$441
029 A00102D	10:CONDOMINIUMS	DEFREN-MOSS SHARON &	150	MIDDLE ST	449,400	$481
029 A00102E	10:CONDOMINIUMS	ERNEST PAUL W &	150	MIDDLE ST	487,600	$522
029 A00102F	10:CONDOMINIUMS	MORRISSETTE CAROL ANN	150	MIDDLE ST	431,500	$462
029 A00102G	10:CONDOMINIUMS	MORRISSETTE CAROL ANN	150	MIDDLE ST	421,700	$451
029 A00102H	10:CONDOMINIUMS	JOHNS F ARTHUR T	150	MIDDLE ST	380,100	$407
029 A00102I	10:CONDOMINIUMS	STERLING JANN D &	150	MIDDLE ST	389,700	$417
029 A00102J	10:CONDOMINIUMS	MILLS S PETER	150	MIDDLE ST	359,300	$384
029 A00102K	10:CONDOMINIUMS	MILLS S PETER	150	MIDDLE ST	417,400	$447
029 A00103A	10:CONDOMINIUMS	NELSON JEANNE	150	MIDDLE ST	482,600	$516
029 A00103B	10:CONDOMINIUMS	ZHAO MIN &	150	MIDDLE ST	412,400	$441
029 A00103C	10:CONDOMINIUMS	AHP CAMDEN LLC	150	MIDDLE ST	433,200	$464
029 A00103D	10:CONDOMINIUMS	AHP CAMDEN LLC	150	MIDDLE ST	418,900	$448
029 A00103E	10:CONDOMINIUMS	SULLIVAN JOSEPH P &	150	MIDDLE ST	540,700	$579
029 A00103F	10:CONDOMINIUMS	M & B 101 INC	150	MIDDLE ST	453,000	$485
029 A00103G	10:CONDOMINIUMS	M & B 101 INC	150	MIDDLE ST	393,000	$421
029 A00103H	10:CONDOMINIUMS	HENDERSON HAROLD L &	150	MIDDLE ST	400,300	$428
029 A00103I	10:CONDOMINIUMS	HARDING WILLIAM TRUSTEE	150	MIDDLE ST	384,100	$411

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
029 A00103J	10:CONDOMINIUMS	SCHAFFER KAREN	150	MIDDLE ST	377,300	$404
029 A00103K	10:CONDOMINIUMS	150 MIDDLE STREET 3K LLC	150	MIDDLE ST	438,300	$469
029 A00104A	10:CONDOMINIUMS	BIXBY DOUGLAS B &	150	MIDDLE ST	457,600	$490
029 A00104B	10:CONDOMINIUMS	MCARTHUR JOHN T &	150	MIDDLE ST	490,700	$525
029 A00104C	10:CONDOMINIUMS	CAMP PETER S	150	MIDDLE ST	433,200	$464
029 A00104D	10:CONDOMINIUMS	GUTWIN JOHN D &	150	MIDDLE ST	393,900	$421
029 A00104E	10:CONDOMINIUMS	GIUSTRA PETER E TRUSTEE	150	MIDDLE ST	454,400	$486
029 A00104F	10:CONDOMINIUMS	WINSLOW DARREN R &	150	MIDDLE ST	468,500	$501
029 A00104G	10:CONDOMINIUMS	GIARRAPUTO CYNTHIA R &	150	MIDDLE ST	393,000	$421
029 A00104H	10:CONDOMINIUMS	150 MIDDLE LLC	150	MIDDLE ST	425,300	$455
029 A00104I	10:CONDOMINIUMS	GARCIA MELISSA DORA &	150	MIDDLE ST	409,100	$438
029 A00104J	10:CONDOMINIUMS	GREENZWEIG NEIL TRUSTEE	150	MIDDLE ST	377,300	$404
029 A00104K	10:CONDOMINIUMS	ZANARDI MARIAGRAZIA	150	MIDDLE ST	438,300	$469
029 A00105A	20:COMMERCIAL CONDOS	MIRS PROPERTIES LLC	150	MIDDLE ST	1,403,200	$1,501
029 A00105B	10:CONDOMINIUMS	DUNKERLY ALLAN S TRUSTEE	150	MIDDLE ST	1,311,100	$1,403
029 A0010BA	20:COMMERCIAL CONDOS	100 SILVER STREET LLC	150	MIDDLE ST	472,500	$506
029 A0010BB	20:COMMERCIAL CONDOS	100 SILVER STREET LLC	150	MIDDLE ST	472,500	$506
029 A001P01	10:CONDOMINIUMS	DUNKERLY MARY V	150	MIDDLE ST	28,500	$30
029 A001P02	10:CONDOMINIUMS	GIUSTRA PETER E TRUSTEE	150	MIDDLE ST	28,500	$30
029 A001P03	10:CONDOMINIUMS	SULLIVAN JOSEPH P &	150	MIDDLE ST	28,500	$30
029 A001P04	10:CONDOMINIUMS	MIRS PROPERTIES LLC	150	MIDDLE ST	28,500	$30
029 A001P05	10:CONDOMINIUMS	MIRS PROPERTIES LLC	150	MIDDLE ST	28,500	$30
029 A001P06	10:CONDOMINIUMS	IN FIRM GROUP THE	150	MIDDLE ST	28,500	$30
029 A001P07	10:CONDOMINIUMS	IN FIRM GROUP THE	150	MIDDLE ST	28,500	$30
029 A001P08	10:CONDOMINIUMS	GIARRAPUTO CYNTHIA R &	150	MIDDLE ST	28,500	$30
029 A001P09	10:CONDOMINIUMS	100 SILVER STREET LLC	150	MIDDLE ST	28,500	$30
029 A001P10	10:CONDOMINIUMS	FRANK PATRICK J JR	150	MIDDLE ST	28,500	$30
029 A001P11	10:CONDOMINIUMS	FRANK PATRICK J JR	150	MIDDLE ST	28,500	$30
029 A001P12	10:CONDOMINIUMS	INFIRM GROUP	150	MIDDLE ST	28,500	$30
029 A001P13	10:CONDOMINIUMS	MILLS S PETER	150	MIDDLE ST	28,500	$30
029 A001P14	10:CONDOMINIUMS	ERNEST PAUL W &	150	MIDDLE ST	28,500	$30

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
029 A001P15	10:CONDOMINIUMS	BIXBY DOUGLAS B &	150	MIDDLE ST	28,500	$30
029 A001P16	10:CONDOMINIUMS	150 MIDDLE STREET 3K LLC	150	MIDDLE ST	28,500	$30
029 A001P17	10:CONDOMINIUMS	CAMP PETER S	150	MIDDLE ST	28,500	$30
029 A001P18	10:CONDOMINIUMS	PROSPERITA LLC	150	MIDDLE ST	28,500	$30
029 A001P19	10:CONDOMINIUMS	PROSPERITA LLC	150	MIDDLE ST	28,500	$30
029 A001P20	10:CONDOMINIUMS	AHP CAMDEN LLC	150	MIDDLE ST	28,500	$30
029 A001P21	10:CONDOMINIUMS	DUNKERLY ALLAN S &	150	MIDDLE ST	28,500	$30
029 A001P22	10:CONDOMINIUMS	MIRS PROPERTIES LLC	150	MIDDLE ST	28,500	$30
029 A001P23	10:CONDOMINIUMS	MIRS PROPERTIES LLC	150	MIDDLE ST	28,500	$30
029 A001P24	10:CONDOMINIUMS	MIRS PROPERTIES LLC	150	MIDDLE ST	28,500	$30
029 A001P25	10:CONDOMINIUMS	MIRS PROPERTIES LLC	150	MIDDLE ST	28,500	$30
029 A001P26	10:CONDOMINIUMS	MIRS PROPERTIES LLC	150	MIDDLE ST	28,500	$30
029 A001P27	10:CONDOMINIUMS	HARDING WILLIAM TRUSTEE	150	MIDDLE ST	28,500	$30
029 A001P28	10:CONDOMINIUMS	SHIPYARD INC	150	MIDDLE ST	28,500	$30
029 A001P29	10:CONDOMINIUMS	SHIPYARD INC	150	MIDDLE ST	28,500	$30
029 A003001	22:OFFICE BUSINESS	OLYMPIA MILK STREET LLC	5	MILK ST	6,154,100	$6,585
029 B001001	21:RETAIL SERVICES	WITT-T LLC	37	SILVER ST	1,070,900	$1,146
029 B002001	22:OFFICE BUSINESS	4 MILK MHR LLC	4	MILK ST	3,730,500	$3,992
029 B003001	25:PARKING LOTS	PORTLAND REGENCY INC	25	SILVER ST	992,800	$1,062
029 B004001	10:CONDOMINIUMS	JACKSON MICHAEL	341	FORE ST	440,100	$471
029 B004002	10:CONDOMINIUMS	O'CONNOR DENNIS R III &	341	FORE ST	401,700	$430
029 B004003	10:CONDOMINIUMS	FORE STREET COMMONS LLC	341	FORE ST	457,200	$489
029 B004004	10:CONDOMINIUMS	CHILDS DONNA W	341	FORE ST	458,200	$490
029 B004005	10:CONDOMINIUMS	PENDERS JOHN F IV	341	FORE ST	405,300	$434
029 B004006	10:CONDOMINIUMS	STEPHENSON CHRISTOPHER J	341	FORE ST	463,900	$496
029 B004007	10:CONDOMINIUMS	ALAGIC SUAD	341	FORE ST	415,100	$444
029 B004008	10:CONDOMINIUMS	DALTON JENNIFER L	341	FORE ST	408,400	$437
029 B004009	10:CONDOMINIUMS	GOODRICH STEPHEN P	341	FORE ST	997,000	$1,067
029 B004010	20:COMMERCIAL CONDOS	BRICK & COBBLESTONE LLC	341	FORE ST	521,500	$558
029 B004011	20:COMMERCIAL CONDOS	MAMI PROPERTIES LLC	341	FORE ST	536,700	$574
029 C001001	10:CONDOMINIUMS	ADB REALTY LLC	340	FORE ST	326,700	$350

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
029 C001002	10:CONDOMINIUMS	HAYEK LEE-ANN COLLINS TRUSTEE	340	FORE ST	299,400	$320
029 C001003	10:CONDOMINIUMS	207 INVESTS LLC	340	FORE ST	457,400	$489
029 C001004	20:COMMERCIAL CONDOS	ABD REALTY LLC	340	FORE ST	322,800	$345
029 C001005	20:COMMERCIAL CONDOS	ADB REALTY LLC	340	FORE ST	188,800	$202
029 C002001	21:RETAIL SERVICES	DOCK FORE INC	336	FORE ST	505,100	$540
029 C003001	21:RETAIL SERVICES	PORT CITY APARTMENTS	334	FORE ST	760,500	$814
029 C005001	21:RETAIL SERVICES	J & R VENTURES LLC	330	FORE ST	940,200	$1,006
029 C006001	20:COMMERCIAL CONDOS	GOLD STREET PROPERTIES LLC	3	GOLD ST	336,400	$360
029 C006002	20:COMMERCIAL CONDOS	ADNERB PROPERTIES LLC	1	GOLD ST	332,800	$356
029 C006003	20:COMMERCIAL CONDOS	FORE STREET INVESTMENTS LLC	320	FORE ST	327,700	$351
029 C006004	20:COMMERCIAL CONDOS	FORE STREET INVESTMENTS LLC	320	FORE ST	339,000	$363
029 C006005	20:COMMERCIAL CONDOS	FORE STREET INVESTMENTS LLC	320	FORE ST	204,100	$218
029 C006006	20:COMMERCIAL CONDOS	FORE STREET INVESTMENTS LLC	320	FORE ST	230,700	$247
029 C006007	20:COMMERCIAL CONDOS	FORE STREET INVESTMENTS LLC	320	FORE ST	729,100	$780
029 D001001	21:RETAIL SERVICES	RSB LIMITED LIABILITY COMPANY	129	COMMERCIAL ST	1,605,200	$1,718
029 D002001	22:OFFICE BUSINESS	MAD COW LLC	121	COMMERCIAL ST	668,800	$716
029 D003001	22:OFFICE BUSINESS	BLANCHARD BLOCK LLC	111	COMMERCIAL ST	3,198,000	$3,422
029 E001001	22:OFFICE BUSINESS	ELC LIMITED LIABILITY COMPANY	130	MIDDLE ST	6,822,100	$7,300
029 E006001	22:OFFICE BUSINESS	ALBANY ROAD-PORTLAND LLC	100	MIDDLE ST	22,225,100	$23,781
029 E007001	21:RETAIL SERVICES	291 FORE STREET LLC	291	FORE ST	2,035,800	$2,178
029 E009001	27:MULTI-USE COMMERCIAL	25 PEARL MHR LLC	25	PEARL ST	32,184,000	$34,437
029 E012001	25:PARKING LOTS	287 FORE STREET LLC	277	FORE ST	675,600	$723
029 E016001	22:OFFICE BUSINESS	130 LIMITED LIABILITY COMPANY	31	PEARL ST	7,999,000	$8,559
029 E019001	56:GOVERNMENTAL	CITY OF PORTLAND	0	FRANKLIN ST	-00	$0
029 E026001	22:OFFICE BUSINESS	ALBANY ROAD-PORTLAND LLC	100	MIDDLE ST	22,078,100	$23,624
029 G001001	56:GOVERNMENTAL	UNITED STATES	99	COMMERCIAL ST	-00	$0
029 K001001	22:OFFICE BUSINESS	OLYMPIA EQUITY	7	CUSTOM HOUSE ST	10,120,200	$10,829
029 K002001	21:RETAIL SERVICES	EAST BROWN COW LIMITED	288	FORE ST	2,441,100	$2,612
029 K003001	23:HOTEL & MOTEL	OLYMPIA EQUITY INVESTORS V LLC	65	COMMERCIAL ST	41,313,200	$44,205
029 K005001	22:OFFICE BUSINESS	BANGOR SAVINGS BANK	280	FORE ST	18,415,900	$19,705
029 K006001	40:VACANT LAND	OLYMPIA EQUITY	300	FORE ST	1,294,200	$1,385

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
029 K006002	55:LITERARY & SCIENTIFIC	COUNCIL INTERNATIONAL STUDY	300	FORE ST	-00	$0
029 K00601A	55:LITERARY & SCIENTIFIC	COUNCIL INTERNATIONAL STUDY	300	FORE ST	-00	$0
029 K00601B	55:LITERARY & SCIENTIFIC	CIEE INC	300	FORE ST	-00	$0
029 K0060B2	20:COMMERCIAL CONDOS	OLYMPIA EQUITY	300	FORE ST	98,000	$105
029 K0060B3	20:COMMERCIAL CONDOS	OLYMPIA EQUITY	300	FORE ST	70,000	$75
029 O001011	10:CONDOMINIUMS	SANDLER AUSTIN NICHOLAS	99	SILVER ST	370,000	$396
029 O001012	10:CONDOMINIUMS	TOZESKI DAVID P	99	SILVER ST	374,200	$400
029 O001013	10:CONDOMINIUMS	HOLSTEIN ERIC B	99	SILVER ST	372,000	$398
029 O001021	10:CONDOMINIUMS	THOMS DEBORAH L	99	SILVER ST	366,500	$392
029 O001023	10:CONDOMINIUMS	ANYA ROSE LLC	99	SILVER ST	425,900	$456
029 O001024	10:CONDOMINIUMS	IANNONE CEREN &	99	SILVER ST	354,100	$379
029 O001025	10:CONDOMINIUMS	SAJDAK KEVIN W &	99	SILVER ST	331,500	$355
029 O001026	10:CONDOMINIUMS	GOMES ERIN ELIZABETH	99	SILVER ST	315,700	$338
029 O001028	10:CONDOMINIUMS	ORNE KATHERINE W	99	SILVER ST	398,200	$426
029 O001029	10:CONDOMINIUMS	COUSINS DAVID A	99	SILVER ST	366,000	$392
029 O001031	10:CONDOMINIUMS	AH CHU RAUL &	99	SILVER ST	379,200	$406
029 O001032	10:CONDOMINIUMS	LOPEZ STEVEN A	99	SILVER ST	384,300	$411
029 O001033	10:CONDOMINIUMS	FUEGAN STACY &	99	SILVER ST	384,300	$411
029 O001034	10:CONDOMINIUMS	BERG HENRY T TRUSTEE	99	SILVER ST	359,300	$384
029 O001035	10:CONDOMINIUMS	HIGGINS HELENA C &	99	SILVER ST	384,300	$411
029 O001036	10:CONDOMINIUMS	LLOYD SAMUEL G &	99	SILVER ST	362,800	$388
029 O001037	10:CONDOMINIUMS	LUTKOFF ISAAC E	99	SILVER ST	340,200	$364
029 O001038	10:CONDOMINIUMS	ZURKAN WILLIAM K	99	SILVER ST	366,400	$392
029 O001039	10:CONDOMINIUMS	SOREL-LEDUC SANDRA J &	99	SILVER ST	347,900	$372
029 O001041	10:CONDOMINIUMS	HUBER SARAH	99	SILVER ST	369,600	$395
029 O001042	10:CONDOMINIUMS	BASTIEN JOHN &	99	SILVER ST	394,600	$422
029 O001043	10:CONDOMINIUMS	HIGGINS CHRISTOPHER S	99	SILVER ST	420,700	$450
029 O001044	10:CONDOMINIUMS	SHERMAN ADAM P	99	SILVER ST	362,900	$388
029 O001045	10:CONDOMINIUMS	STANHOPE JORDAN	99	SILVER ST	384,300	$411
029 O001046	10:CONDOMINIUMS	VAN PEURSEM CORINNE M	99	SILVER ST	384,300	$411
029 O001047	10:CONDOMINIUMS	NIKAZMERAD ELIZABETH	99	SILVER ST	264,400	$283

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
029 O001048	10:CONDOMINIUMS	LOBOZZO NICHOLAS PETER &	99	SILVER ST	320,200	$343
029 O001049	10:CONDOMINIUMS	COOMBSTONE LLC	99	SILVER ST	305,300	$327
029 O001210	10:CONDOMINIUMS	HEYMAN ANTHONY &	99	SILVER ST	327,900	$351
029 O001211	10:CONDOMINIUMS	GINTER DAVID R &	99	SILVER ST	316,600	$339
029 O001212	10:CONDOMINIUMS	SILVER VICTORIA J	99	SILVER ST	301,200	$322
029 O001213	10:CONDOMINIUMS	PROSSER JAMES G	99	SILVER ST	328,400	$351
029 O001310	10:CONDOMINIUMS	LYNCH MATTHEW R &	99	SILVER ST	400,000	$428
029 O001410	10:CONDOMINIUMS	FILMER STEVEN S	99	SILVER ST	391,700	$419
029 O001501	10:CONDOMINIUMS	THE NAUTILUS AT OCEAN PARK LLC	99	SILVER ST	729,900	$781
029 O001502	20:COMMERCIAL CONDOS	154 ART VENTURES LLC	99	SILVER ST	1,368,000	$1,464
029 O001B01	10:CONDOMINIUMS	CHANDLER BENJAMIN P	99	SILVER ST	357,800	$383
029 O001B02	10:CONDOMINIUMS	JOHNSON BEN A	99	SILVER ST	382,800	$410
029 O002001	21:RETAIL SERVICES	CF 164 LLC	164	MIDDLE ST	4,198,200	$4,492
029 O003001	25:PARKING LOTS	PORTLAND REGENCY INC	43	MARKET ST	481,200	$515
029 O004001	40:VACANT LAND	PORTLAND REGENCY INC	11	MILK ST	285,800	$306
029 R001001	23:HOTEL & MOTEL	PORTLAND REGENCY INC	20	MILK ST	24,120,100	$25,809
029 S001001	20:COMMERCIAL CONDOS	FLEMING PORTLAND LLC	145	COMMERCIAL ST	4,398,200	$4,706
029 S001002	20:COMMERCIAL CONDOS	CF EVIE LLC	145	COMMERCIAL ST	3,142,500	$3,362
029 S001003	20:COMMERCIAL CONDOS	CF EVIE LLC	145	COMMERCIAL ST	2,818,200	$3,015
029 S002001	56:GOVERNMENTAL	CITY OF PORTLAND	145	COMMERCIAL ST	-00	$0
030 A005001	21:RETAIL SERVICES	BMC INC	94	COMMERCIAL ST	2,724,700	$2,915
030 A101001	21:RETAIL SERVICES	CUSTOM HOUSE HOLDINGS LLC &	90	COMMERCIAL ST	729,900	$781
030 C001001	27:MULTI-USE COMMERCIAL	SOLEY WHARF LLC	100	COMMERCIAL ST	12,025,800	$12,868
030 D001001	22:OFFICE BUSINESS	MAINE WHARF LLC	68	COMMERCIAL ST	7,494,900	$8,020
030 D003001	22:OFFICE BUSINESS	FLATBREAD WHARF LLC	70	COMMERCIAL ST	2,863,600	$3,064
030 D005001	21:RETAIL SERVICES	84 COMMERCIAL STREET LLC	84	COMMERCIAL ST	2,449,500	$2,621
030 H001001	27:MULTI-USE COMMERCIAL	LONG WHARF LLC	180	COMMERCIAL ST	3,438,000	$3,679
030 H004001	24:WHOLESALE	CARROLL BLOCK LLC	136	COMMERCIAL ST	4,358,700	$4,664
030 H011001	40:VACANT LAND	CARROLL BLOCK LLC	9	PORTLAND PIER	33,800	$36
030 X001001	56:GOVERNMENTAL	CITY OF PORTLAND	0	COMMERCIAL ST REAR	-00	$0
031 H001001	25:PARKING LOTS	LONG WHARF LLC	158	COMMERCIAL ST	2,449,200	$2,621

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
031 H003001	25:PARKING LOTS	DIMILLO STEVEN ETAL TRUSTEES	144	COMMERCIAL ST	1,227,900	$1,314
031 H004001	27:MULTI-USE COMMERCIAL	LONG WHARF LLC	164	COMMERCIAL ST	1,551,400	$1,660
031 J030001	21:RETAIL SERVICES	GEF LLC	184	COMMERCIAL ST	2,371,600	$2,538
031 L034001	31:MANUFACTURING	CM WATERFRONT PROPERTIES LLC	250	COMMERCIAL ST	3,054,900	$3,269
032 C001001	23:HOTEL & MOTEL	HTLV PORTLAND LLC	390	CONGRESS ST	42,345,000	$45,309
032 D001001	22:OFFICE BUSINESS	TOP OF EXCHANGE LLC	107	EXCHANGE ST	1,040,300	$1,113
032 D002001	22:OFFICE BUSINESS	TOP OF EXCHANGE LLC	97	EXCHANGE ST	3,376,900	$3,613
032 D003001	22:OFFICE BUSINESS	TOP OF EXCHANGE LLC	93	EXCHANGE ST	2,355,100	$2,520
032 D004001	22:OFFICE BUSINESS	TOP OF EXCHANGE LLC	85	EXCHANGE ST	4,399,800	$4,708
032 D005001	58:LAND BANKS	CITY OF PORTLAND	167	MIDDLE ST	-00	$0
032 E001001	22:OFFICE BUSINESS	FINIAL LLC	57	EXCHANGE ST	4,774,200	$5,108
032 E002001	21:RETAIL SERVICES	PALACCI JOSEPH A TRUSTEE	53	EXCHANGE ST	1,585,900	$1,697
032 E004001	21:RETAIL SERVICES	PALACCI JOSEPH A TRUSTEE	49	EXCHANGE ST	954,700	$1,022
032 E005001	22:OFFICE BUSINESS	COW BELLA LLC	45	EXCHANGE ST	3,934,500	$4,210
032 E008001	22:OFFICE BUSINESS	PALACCI JOSEPH A TRUSTEE	39	EXCHANGE ST	1,676,700	$1,794
032 E009001	21:RETAIL SERVICES	B & C LIMITED	31	EXCHANGE ST	2,321,700	$2,484
032 E010001	21:RETAIL SERVICES	MARKET MILK PARTNERS LLC	46	MARKET ST	1,871,100	$2,002
032 F001001	21:RETAIL SERVICES	OCEAN BLOCK ASSOCIATES	42	MARKET ST	1,227,200	$1,313
032 F002001	24:WHOLESALE	36 MARKET ST	36	MARKET ST	1,072,700	$1,148
032 F003001	21:RETAIL SERVICES	30 MARKET ASSOCIATES LLC	30	MARKET ST	1,016,700	$1,088
032 F005001	22:OFFICE BUSINESS	THE STONECUTTERS LLC	363	FORE ST	2,077,200	$2,223
032 F007001	21:RETAIL SERVICES	THE LANGHAM LLC	375	FORE ST	1,799,700	$1,926
032 F009001	22:OFFICE BUSINESS	OCEAN BLOCK ASSOCIATES	30	MILK ST	1,977,000	$2,115
032 F010001	21:RETAIL SERVICES	THANOS LLC	9	EXCHANGE ST	3,150,300	$3,371
032 F012001	21:RETAIL SERVICES	SOL-002 LLC	5	EXCHANGE ST	3,880,400	$4,152
032 G001001	22:OFFICE BUSINESS	PO SQUARE BUILDING LLC	396	CONGRESS ST	18,574,800	$19,875
032 G002001	27:MULTI-USE COMMERCIAL	REDFERN DOWNTOWN LLC	201	FEDERAL ST	49,496,200	$52,961
032 H001001	22:OFFICE BUSINESS	ONETEN EXCHANGE LLC	110	EXCHANGE ST	2,038,500	$2,181
032 H002001	21:RETAIL SERVICES	RICH BUILDING LLC	106	EXCHANGE ST	1,202,700	$1,287
032 H003001	22:OFFICE BUSINESS	PALACCI JOSEPH	102	EXCHANGE ST	1,405,800	$1,504
032 H004001	56:GOVERNMENTAL	CITY OF PORTLAND	15	TEMPLE ST	-00	$0

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
032 H005001	56:GOVERNMENTAL	CITY OF PORTLAND	1	TEMPLE ST	-00	$0
032 H005002	22:OFFICE BUSINESS	11 TEMPLE MHR LLC	1	TEMPLE ST	3,157,900	$3,379
032 H006001	22:OFFICE BUSINESS	MAINESCAPE PROPERTIES LLC	92	EXCHANGE ST	1,394,200	$1,492
032 H007001	27:MULTI-USE COMMERCIAL	RIVENDELL REAL ESTATE LLC	88	EXCHANGE ST	2,086,900	$2,233
032 H008001	22:OFFICE BUSINESS	80 EXCHANGE LLC	80	EXCHANGE ST	3,597,000	$3,849
032 H009001	58:LAND BANKS	CITY OF PORTLAND	70	EXCHANGE ST	-00	$0
032 H016001	20:COMMERCIAL CONDOS	Q STREET REAL ESTATE	183	MIDDLE ST	951,100	$1,018
032 H016002	20:COMMERCIAL CONDOS	Q STREET REAL ESTATE	183	MIDDLE ST	989,800	$1,059
032 H016003	20:COMMERCIAL CONDOS	Q STREET REAL ESTATE THIRD	183	MIDDLE ST	989,800	$1,059
032 H01604A	20:COMMERCIAL CONDOS	ITM REALTY II LLC	183	MIDDLE ST	362,800	$388
032 H01604B	20:COMMERCIAL CONDOS	ITM REALTY II LLC	183	MIDDLE ST	410,600	$439
032 H022001	22:OFFICE BUSINESS	SAVI REALTY LLC	193	MIDDLE ST	5,209,100	$5,574
032 I001001	23:HOTEL & MOTEL	FRESNEL LLC	178	MIDDLE ST	4,268,800	$4,568
032 I002001	21:RETAIL SERVICES	OLD PORT ARMS LLC	52	EXCHANGE ST	3,510,500	$3,756
032 I006001	20:COMMERCIAL CONDOS	SANTANA LLC	50	EXCHANGE ST	404,900	$433
032 I006002	20:COMMERCIAL CONDOS	FIFTY EXCHANGE LLC	50	EXCHANGE ST	390,300	$418
032 I006003	10:CONDOMINIUMS	FIFTY EXCHANGE LLC	50	EXCHANGE ST	438,800	$470
032 I006004	10:CONDOMINIUMS	FIFTY EXCHANGE LLC	50	EXCHANGE ST	404,000	$432
032 I006005	10:CONDOMINIUMS	FIFTY EXCHANGE LLC	50	EXCHANGE ST	569,100	$609
032 I006006	10:CONDOMINIUMS	FIFTY EXCHANGE LLC	50	EXCHANGE ST	567,000	$607
032 I007001	27:MULTI-USE COMMERCIAL	COW PLAZA 1 LLC	210	MIDDLE ST	594,100	$636
032 I008001	21:RETAIL SERVICES	COW EXCHANGE LLC	44	EXCHANGE ST	2,793,700	$2,989
032 I010001	21:RETAIL SERVICES	PALACCI SION &	34	EXCHANGE ST	1,259,200	$1,347
032 I011001	21:RETAIL SERVICES	30 EXCHANGE STREET LLC	30	EXCHANGE ST	2,325,400	$2,488
032 I012100	20:COMMERCIAL CONDOS	LONE PINE MALL LLC	10	EXCHANGE ST	2,184,100	$2,337
032 I012200	20:COMMERCIAL CONDOS	LONE PINE MALL LLC	10	EXCHANGE ST	1,519,200	$1,626
032 I012301	10:CONDOMINIUMS	FUEGEN STACY &	10	EXCHANGE ST	472,400	$505
032 I012302	10:CONDOMINIUMS	CURRAN JENNIFER A	10	EXCHANGE ST	449,600	$481
032 I012303	10:CONDOMINIUMS	CULPOVICH ANDREW J &	10	EXCHANGE ST	297,200	$318
032 I012304	10:CONDOMINIUMS	RICH CURTIS P &	10	EXCHANGE ST	455,400	$487
032 I012305	10:CONDOMINIUMS	DRISCOLL ROBERT E &	10	EXCHANGE ST	374,300	$401

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
032 I012306	10:CONDOMINIUMS	EASTON THORA	10	EXCHANGE ST	449,100	$481
032 I012307	10:CONDOMINIUMS	10 EXCHANGE ME LLC	10	EXCHANGE ST	392,400	$420
032 I012308	10:CONDOMINIUMS	EVANS SHERI CHRISTIENNE	10	EXCHANGE ST	471,200	$504
032 I012309	10:CONDOMINIUMS	SHEPHERD THOMAS A &	10	EXCHANGE ST	440,700	$472
032 I012310	10:CONDOMINIUMS	ECHM REALTY LLC	10	EXCHANGE ST	483,500	$517
032 I012311	10:CONDOMINIUMS	FECTEAU JANIS	10	EXCHANGE ST	302,500	$324
032 I012312	10:CONDOMINIUMS	EESI LLC	10	EXCHANGE ST	505,400	$541
032 I012313	10:CONDOMINIUMS	HANSON CARL F	10	EXCHANGE ST	406,400	$435
032 I012314	10:CONDOMINIUMS	GORDON ABIGAIL	10	EXCHANGE ST	421,600	$451
032 I012401	10:CONDOMINIUMS	MOON HILL PROPERTY MANAGEMENT LLC	10	EXCHANGE ST	465,300	$498
032 I012402	10:CONDOMINIUMS	ARDAIOLO MICHAEL PALMA &	10	EXCHANGE ST	494,100	$529
032 I012404	10:CONDOMINIUMS	BURNS THOMAS	10	EXCHANGE ST	536,000	$574
032 I012405	10:CONDOMINIUMS	DOYLE KEVIN F &	10	EXCHANGE ST	366,700	$392
032 I012406	10:CONDOMINIUMS	JULASA INVESTMENTS LLC	10	EXCHANGE ST	560,500	$600
032 I012407	10:CONDOMINIUMS	GRINDLE BARRY JONATHAN	10	EXCHANGE ST	460,200	$492
032 I012408	10:CONDOMINIUMS	WALTERS BRETT D &	10	EXCHANGE ST	443,200	$474
032 I012409	10:CONDOMINIUMS	SAHA DEBASMITA &	10	EXCHANGE ST	516,800	$553
032 I012410	10:CONDOMINIUMS	LOWE JOSEPH THOMAS	10	EXCHANGE ST	536,600	$574
032 I012411	10:CONDOMINIUMS	SPANNAUS MICHAELA LILY	10	EXCHANGE ST	497,500	$532
032 I012412	10:CONDOMINIUMS	URBANEK NICHOLAS P	10	EXCHANGE ST	381,300	$408
032 I012413	10:CONDOMINIUMS	WHEELWRIGHT HENRY J TRUSTEE	10	EXCHANGE ST	465,900	$499
032 I012414	10:CONDOMINIUMS	DEPALMA CHRISTOPHER R &	10	EXCHANGE ST	401,800	$430
032 I018001	21:RETAIL SERVICES	395 FORE STREET LLC	395	FORE ST	1,467,200	$1,570
032 I021001	21:RETAIL SERVICES	COW PLAZA 4 LLC	188	MIDDLE ST	6,379,200	$6,826
032 I022001	23:HOTEL & MOTEL	ABATSOBE LLC	184	MIDDLE ST	949,300	$1,016
032 I023001	22:OFFICE BUSINESS	COW PLAZA 3 LLC	190	MIDDLE ST	12,686,200	$13,574
032 I033001	22:OFFICE BUSINESS	COW PLAZA 2 LLC	220	MIDDLE ST	7,848,100	$8,397
032 I036001	22:OFFICE BUSINESS	COW PLAZA 1 LLC	200	MIDDLE ST	25,999,900	$27,820
032 I039001	33:TRANSPORTATION	CENTRAL MAINE POWER CO	40	UNION ST	1,915,800	$2,050
032 I040001	25:PARKING LOTS	KOWTOWER LLC	45	UNION ST	715,800	$766
032 I041001	27:MULTI-USE COMMERCIAL	COW PLAZA GARAGE LLC	425	FORE ST	15,925,600	$17,040

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
032 I042001	23:HOTEL & MOTEL	COW PLAZA HOTEL LLC	433	FORE ST	35,804,800	$38,311
032 I043001	40:VACANT LAND	COW PLAZA 1 LLC	45	UNION ST	141,300	$151
032 J001001	21:RETAIL SERVICES	386 FORE STREET LLC	386	FORE ST	1,736,700	$1,858
032 J002001	21:RETAIL SERVICES	BEER GUYS LLC	392	FORE ST	1,755,500	$1,878
032 J004001	20:COMMERCIAL CONDOS	BEER GUYS LLC	396	FORE ST	412,800	$442
032 J004002	20:COMMERCIAL CONDOS	BEER GUYS LLC	396	FORE ST	238,200	$255
032 J004003	10:CONDOMINIUMS	BEER GUYS LLC	396	FORE ST	534,500	$572
032 J00400B	20:COMMERCIAL CONDOS	BEER GUYS LLC	396	FORE ST	252,900	$271
032 J005001	20:COMMERCIAL CONDOS	FORE STREET PARTNERSHIP	398	FORE ST	1,092,200	$1,169
032 J005002	20:COMMERCIAL CONDOS	FORE STREET PROPERTIES	398	FORE ST	873,800	$935
032 J005003	20:COMMERCIAL CONDOS	INGALLS ROGER E	398	FORE ST	413,400	$442
032 J005004	20:COMMERCIAL CONDOS	INGALLS ROGER E	398	FORE ST	413,400	$442
032 K001001	22:OFFICE BUSINESS	800 NORTHERN CORP	2	MONUMENT SQ	23,077,500	$24,693
032 K012001	22:OFFICE BUSINESS	FINARD MURRAY W TR	1	MONUMENT SQ	22,764,900	$24,358
032 L001001	56:GOVERNMENTAL	CITY OF PORTLAND	234	FEDERAL ST W	-00	$0
032 L002001	22:OFFICE BUSINESS	ONE CITY CENTER ASSOCIATES LLC	1	CITY CTR	46,783,300	$50,058
032 N009001	21:RETAIL SERVICES	GOULD COMPANY LLC	414	FORE ST	1,116,500	$1,195
032 N010001	21:RETAIL SERVICES	416 FORE STREET HOLDINGS LLC	416	FORE ST	1,803,000	$1,929
032 N011001	21:RETAIL SERVICES	HARDING RICHARD B ETAL	422	FORE ST	893,900	$956
032 N012001	21:RETAIL SERVICES	SOLETSKY LIMITED LIABILITY CO	424	FORE ST	1,490,700	$1,595
032 P001001	22:OFFICE BUSINESS	NAKATOMI PLAZA LLC ETAL	4	CITY CTR	5,115,700	$5,474
032 P003001	21:RETAIL SERVICES	WIRELESS PARTNERS II LLC ETAL	4	CITY CTR	2,946,100	$3,152
032 P004001	20:COMMERCIAL CONDOS	SIX CITY CENTER LLC	6	CITY CTR	3,819,400	$4,087
032 P004002	20:COMMERCIAL CONDOS	H & A PROPERTY GROUP LLC	6	CITY CTR	820,100	$878
032 P005001	56:GOVERNMENTAL	CITY OF PORTLAND	0	SPRING ST ARTERIAL	-00	$0
032 P017001	22:OFFICE BUSINESS	MINA BUILDING LLC	10	CITY CTR	1,508,100	$1,614
032 R001001	21:RETAIL SERVICES	428 FORE STREET LLC	428	FORE ST	1,488,700	$1,593
032 R003001	21:RETAIL SERVICES	TERRAPIN PROPERTIES LLC	432	FORE ST	1,879,000	$2,011
032 R007001	21:RETAIL SERVICES	FORE STREET PARTNERS LLC	436	FORE ST	686,600	$735
032 R008001	21:RETAIL SERVICES	ORANGE CRUSH LLC	446	FORE ST	2,479,500	$2,653
032 R009001	21:RETAIL SERVICES	FORE STREET PARTNERS LLC	436	FORE ST	2,085,800	$2,232

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
032 S001001	21:RETAIL SERVICES	CF MARINERS LLC	366	FORE ST	4,379,500	$4,686
032 S003001	21:RETAIL SERVICES	7-9 MOULTON LLC	7	MOULTON ST	763,400	$817
032 S004001	21:RETAIL SERVICES	161 COMMERCIAL STREET LLC	161	COMMERCIAL ST	4,079,900	$4,365
032 S005001	22:OFFICE BUSINESS	MOULTON STREET REALTY LLC	5	MOULTON ST	4,052,700	$4,336
032 T004001	21:RETAIL SERVICES	ADRIENNE-JANE INCORPORATED	4	MOULTON ST	5,797,500	$6,203
032 U003001	25:PARKING LOTS	185 COMMERCIAL STREET LLC	185	COMMERCIAL ST	310,000	$332
032 U004001	22:OFFICE BUSINESS	SOL-003 LLC	1	DANA ST	2,072,500	$2,218
032 U005001	21:RETAIL SERVICES	TRANSMAINE	7	DANA ST	1,195,200	$1,279
032 V001001	21:RETAIL SERVICES	IVY HOLDINGS LLC	10	DANA ST	2,402,500	$2,571
032 V002001	21:RETAIL SERVICES	LANDFALL LLC	205	COMMERCIAL ST	1,230,700	$1,317
032 V004001	23:HOTEL & MOTEL	GRANITE FACE LLC	211	COMMERCIAL ST	5,255,400	$5,623
032 V005001	22:OFFICE BUSINESS	CHASE BLOCK LLC	217	COMMERCIAL ST	6,230,500	$6,667
032 V008001	24:WHOLESALE	CARR BLOCK LLC	225	COMMERCIAL ST	3,771,000	$4,035
032 V012001	22:OFFICE BUSINESS	FURBISH BLOCK LLC	1	UNION ST	3,674,600	$3,932
032 V014001	21:RETAIL SERVICES	DEERING AVE ASSOCIATES INC &	50	WHARF ST	1,706,700	$1,826
032 V015001	24:WHOLESALE	DEERING AVE ASSOCIATES INC &	42	WHARF ST	1,317,800	$1,410
032 V016001	21:RETAIL SERVICES	IVY HOLDINGS LLC	34	WHARF ST	739,400	$791
037 A001001	33:TRANSPORTATION	NORTHERN NEW ENGLAND	55	FOREST AVE	20,576,500	$22,017
037 A002001	17:21 PLUS FAMILY	REDFERN 45 LLC	45	FOREST AVE	13,638,700	$14,593
037 A009001	17:21 PLUS FAMILY	BJB REALTY LLC	104	OAK ST	2,547,000	$2,725
037 A011001	22:OFFICE BUSINESS	84 OAK STREET LLC	92	OAK ST	615,800	$659
037 A012001	22:OFFICE BUSINESS	39 LLC	39	FOREST AVE	4,494,500	$4,809
037 A022001	21:RETAIL SERVICES	PORTLAND STAGE COMPANY	25	FOREST AVE	1,458,100	$1,560
037 A023001	25:PARKING LOTS	84 OAK STREET LLC	84	OAK ST	645,700	$691
037 A033001	25:PARKING LOTS	PACHIOS BROTHERS I LLC &	11	FOREST AVE	1,031,700	$1,104
037 A035001	17:21 PLUS FAMILY	AVESTA OAK STREET LP	72	OAK ST	2,867,800	$3,069
037 A038001	21:RETAIL SERVICES	PACHIOS BROTHERS I LLC &	565	CONGRESS ST	3,234,100	$3,460
037 A042001	27:MULTI-USE COMMERCIAL	HER LLC	559	CONGRESS ST	705,600	$755
037 A043001	21:RETAIL SERVICES	CORRYMORE ZELLERTON LLC	555	CONGRESS ST	655,000	$701
037 A044001	21:RETAIL SERVICES	ROCCO HOLDINGS LLC	553	CONGRESS ST	1,504,600	$1,610
037 A045001	21:RETAIL SERVICES	571 ENTERPRISES LLC	575	CONGRESS ST	862,100	$922

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
037 A046001	22:OFFICE BUSINESS	LOA PROPERTY LLC	7	FOREST AVE	678,600	$726
037 B001001	22:OFFICE BUSINESS	SWEETWATER PARTNERS LLC	380	CUMBERLAND AVE	4,135,400	$4,425
037 B013001	25:PARKING LOTS	NORTHERN NEW ENGLAND	95	OAK ST	378,900	$405
037 B014001	55:LITERARY & SCIENTIFIC	MAINE COLLEGE OF ART	15	SHEPLEY ST	-00	$0
037 B015001	17:21 PLUS FAMILY	11 SHEPLEY STREET	11	SHEPLEY ST	5,963,800	$6,381
037 C001001	25:PARKING LOTS	CITY OAK LLC	0	SHEPLEY ST	635,300	$680
037 C004001	25:PARKING LOTS	CITY OAK LLC	0	SHEPLEY ST	474,500	$508
037 C006001	17:21 PLUS FAMILY	SHEPLEY LLC	18	CASCO ST	6,098,000	$6,525
037 C008001	25:PARKING LOTS	HEGA REALTY LLC	83	OAK ST	791,900	$847
037 C010001	22:OFFICE BUSINESS	SHEEPDOG LLC	16	CASCO ST	1,251,000	$1,339
037 C014100	20:COMMERCIAL CONDOS	HEGA REALTY LLC	531	CONGRESS ST	4,199,400	$4,493
037 C014200	20:COMMERCIAL CONDOS	HEGA REALTY LLC	531	CONGRESS ST	4,137,600	$4,427
037 C014300	20:COMMERCIAL CONDOS	HEGA REALTY LLC	531	CONGRESS ST	2,473,800	$2,647
037 C014400	20:COMMERCIAL CONDOS	HEGA REALTY LLC	531	CONGRESS ST	2,363,600	$2,529
037 C014501	10:CONDOMINIUMS	WILLIAMS DEBORAH J &	531	CONGRESS ST	896,800	$960
037 C014502	10:CONDOMINIUMS	HEGA REALTY LLC	531	CONGRESS ST	764,900	$818
037 C014503	10:CONDOMINIUMS	SHOREY LINDA J &	531	CONGRESS ST	1,005,100	$1,075
037 C014504	10:CONDOMINIUMS	HEGA REALTY LLC	531	CONGRESS ST	1,376,500	$1,473
037 C014505	10:CONDOMINIUMS	WALBRIDGE HOYT &	531	CONGRESS ST	1,323,900	$1,417
037 C014506	10:CONDOMINIUMS	HEGA REALTY LLC	531	CONGRESS ST	963,800	$1,031
037 C014507	10:CONDOMINIUMS	HEGA REALTY LLC	531	CONGRESS ST	858,400	$918
037 C014508	10:CONDOMINIUMS	HEGA REALTY LLC	531	CONGRESS ST	1,113,700	$1,192
037 C014509	10:CONDOMINIUMS	HEGA REALTY LLC	531	CONGRESS ST	718,600	$769
037 C014510	10:CONDOMINIUMS	PIETSCH BRENDAN	531	CONGRESS ST	915,100	$979
037 C016001	21:RETAIL SERVICES	BENTLEY BUILDING LLC	551	CONGRESS ST	1,875,100	$2,006
037 C017006	10:CONDOMINIUMS	PALMER ANDREW H TRUSTEE	547	CONGRESS ST	2,184,700	$2,338
037 C01701A	20:COMMERCIAL CONDOS	DICE AND DRAFTS LLC	547	CONGRESS ST	647,500	$693
037 C01701B	20:COMMERCIAL CONDOS	R & J 545 PARTNERS LLC	547	CONGRESS ST	481,100	$515
037 C01701C	20:COMMERCIAL CONDOS	R & J 545 PARTNERS LLC	547	CONGRESS ST	527,000	$564
037 C01702A	10:CONDOMINIUMS	HENAULT DOUGLAS S &	547	CONGRESS ST	313,900	$336
037 C01702B	10:CONDOMINIUMS	SCULLY JOHN M	547	CONGRESS ST	374,900	$401

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
037 C01702C	10:CONDOMINIUMS	FRIEL LESLIE R	547	CONGRESS ST	422,600	$452
037 C01702D	10:CONDOMINIUMS	WHEELER-BERTA FRANCES H TRUSTEE	547	CONGRESS ST	475,100	$508
037 C01702E	10:CONDOMINIUMS	JOHNSON GAIL	547	CONGRESS ST	468,500	$501
037 C01703A	10:CONDOMINIUMS	YANG DAVID I	547	CONGRESS ST	556,900	$596
037 C01703B	10:CONDOMINIUMS	SMITH SYBIL GILLETT	547	CONGRESS ST	548,900	$587
037 C01703C	10:CONDOMINIUMS	CHOTKOWSKI SARAH	547	CONGRESS ST	622,400	$666
037 C01704A	10:CONDOMINIUMS	BARRETT MARY E &	547	CONGRESS ST	542,100	$580
037 C01704B	10:CONDOMINIUMS	GRANO ROBERT C TRUSTEE	547	CONGRESS ST	478,400	$512
037 C01704C	10:CONDOMINIUMS	TYSON BRUCE &	547	CONGRESS ST	669,500	$716
037 C01705A	10:CONDOMINIUMS	HENRY MICHAEL T	547	CONGRESS ST	993,500	$1,063
037 C01705B	10:CONDOMINIUMS	AUKEMAN ANASTASIA	547	CONGRESS ST	526,200	$563
037 D001001	21:RETAIL SERVICES	FORTY FIVE CASCO STREET LLC	45	CASCO ST	2,124,300	$2,273
037 D002001	22:OFFICE BUSINESS	OCEAN GATE LLC	511	CONGRESS ST	14,692,100	$15,721
037 D003001	27:MULTI-USE COMMERCIAL	STARK INDUSTRIES LLC	360	CUMBERLAND AVE	1,236,800	$1,323
037 D004001	27:MULTI-USE COMMERCIAL	OCEAN GATE LLC	48	BROWN ST	9,800,000	$10,486
037 D005001	17:21 PLUS FAMILY	EQUALITY COMMUNITY LP	25	CASCO ST	6,536,200	$6,994
037 D007001	17:21 PLUS FAMILY	AMBASSADOR LLC	37	CASCO ST	9,005,000	$9,635
037 D023001	54:BENEVOLENT & CHARITABLE	EQUALITY COMMUNITY CENTER	15	CASCO ST	-00	$0
037 D024001	21:RETAIL SERVICES	MAINE CHARITABLE MECHANIC	519	CONGRESS ST	1,385,500	$1,482
037 E001001	58:LAND BANKS	CITY OF PORTLAND	595	CONGRESS ST	-00	$0
037 E002001	20:COMMERCIAL CONDOS	HAMMOND HEIRS LLC	585	CONGRESS ST	321,700	$344
037 E002002	20:COMMERCIAL CONDOS	HAMMOND HEIRS LLC	585	CONGRESS ST	331,900	$355
037 E002003	20:COMMERCIAL CONDOS	PAUL'S BOUTIQUE LLC	585	CONGRESS ST	1,321,100	$1,414
037 E002004	20:COMMERCIAL CONDOS	VERDANT REALTY I LLC &	585	CONGRESS ST	2,607,600	$2,790
037 E003001	27:MULTI-USE COMMERCIAL	PLAZA ASSOCIATES AT CONGRESS	10	CONGRESS SQ	20,070,300	$21,475
037 E004001	40:VACANT LAND	PLAZA ASSOCIATES AT CONGRESS	28	FOREST AVE	452,000	$484
037 E005001	40:VACANT LAND	RB PORTLAND LLC	32	FOREST AVE	456,900	$489
037 E005002	25:PARKING LOTS	PLAZA ASSOCIATES AT CONGRESS	32	FOREST AVE	685,500	$733
037 E006001	20:COMMERCIAL CONDOS	420 CUMBERLAND AVE LLC	173	HIGH ST	1,543,900	$1,652
037 E006002	20:COMMERCIAL CONDOS	420 CUMBERLAND AVE LLC	173	HIGH ST	576,600	$617
037 E006003	20:COMMERCIAL CONDOS	420 CUMBERLAND AVE LLC	173	HIGH ST	1,369,500	$1,465

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
037 E006004	20:COMMERCIAL CONDOS	BOYER DONALD E	173	HIGH ST	965,300	$1,033
037 E006005	20:COMMERCIAL CONDOS	CAPITAL AREA PROPERTIES LLC	173	HIGH ST	364,800	$390
037 E006006	20:COMMERCIAL CONDOS	185 HIGH STREET LLC	173	HIGH ST	378,700	$405
037 E006007	20:COMMERCIAL CONDOS	177 HIGH LLC	173	HIGH ST	555,200	$594
037 E006008	20:COMMERCIAL CONDOS	6 EAST OXFORD ST LLC	173	HIGH ST	394,300	$422
037 E006009	20:COMMERCIAL CONDOS	181 HIGH STREET LLC	173	HIGH ST	18,500,000	$19,795
037 E006010	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006011	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006012	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006013	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006014	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006015	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006016	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006017	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006018	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006019	10:CONDOMINIUMS	CML LLC	173	HIGH ST	28,500	$30
037 E006020	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006021	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006022	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006023	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006024	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006025	10:CONDOMINIUMS	CAPITAL AREA PROPERTIES LLC	173	HIGH ST	28,500	$30
037 E006026	10:CONDOMINIUMS	CAPITAL AREA PROPERTIES LLC	173	HIGH ST	28,500	$30
037 E006027	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E006028	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E006029	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E006030	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E006031	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006032	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006033	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006034	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
037 E006035	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006036	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E006037	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E006038	10:CONDOMINIUMS	420 CUMBERLAND AVE LLC	173	HIGH ST	28,500	$30
037 E006039	10:CONDOMINIUMS	177 HIGH LLC	173	HIGH ST	28,500	$30
037 E006040	10:CONDOMINIUMS	177 HIGH LLC	173	HIGH ST	28,500	$30
037 E006041	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E006042	10:CONDOMINIUMS	BOYER DONALD E	173	HIGH ST	28,500	$30
037 E007001	23:HOTEL & MOTEL	RB PORTLAND LLC	157	HIGH ST	55,232,200	$59,098
037 F002001	27:MULTI-USE COMMERCIAL	BROWN TOWER LLC	45	BROWN ST	1,805,600	$1,932
037 F005001	27:MULTI-USE COMMERCIAL	EARL APARTMENTS LLC	28	PREBLE ST	7,783,000	$8,328
037 F007001	22:OFFICE BUSINESS	PREBLE STREET ACQUISITIONS LLC	24	PREBLE ST	2,222,000	$2,378
037 F009001	32:WAREHOUSE & STORAGE	CADC PORTLAND 340 LLC	338	CUMBERLAND AVE	7,035,900	$7,528
037 F012001	55:LITERARY & SCIENTIFIC	MHS INC	41	BROWN ST	-00	$0
037 F014001	54:BENEVOLENT & CHARITABLE	MAINE HISTORICAL SOCIETY	483	CONGRESS ST	-00	$0
037 F017001	55:LITERARY & SCIENTIFIC	MHS INC	489	CONGRESS ST	-00	$0
037 F020001	54:BENEVOLENT & CHARITABLE	PREBLE STREET	38	PREBLE ST	-00	$0
037 F022001	27:MULTI-USE COMMERCIAL	TT MAINE VENTURE LLC	477	CONGRESS ST	5,148,100	$5,508
037 G001001	21:RETAIL SERVICES	HIGH POINT REALTY LLC	594	CONGRESS ST	1,468,300	$1,571
037 G004001	21:RETAIL SERVICES	582-584 CONGRESS STREET LLC	582	CONGRESS ST	1,404,700	$1,503
037 G005001	21:RETAIL SERVICES	BBB INC	580	CONGRESS ST	1,517,700	$1,624
037 G006001	27:MULTI-USE COMMERCIAL	578 CONGRESS STREET LLC	578	CONGRESS ST	465,900	$499
037 G007001	27:MULTI-USE COMMERCIAL	576 CONGRESS LLC	576	CONGRESS ST	682,000	$730
037 G008001	27:MULTI-USE COMMERCIAL	576 CONGRESS LLC	574	CONGRESS ST	751,200	$804
037 G009001	22:OFFICE BUSINESS	PRIDE RALPH H TRUSTEE	570	CONGRESS ST	883,800	$946
037 G010001	27:MULTI-USE COMMERCIAL	HUBBARD'S APTS INC	133	FREE ST	1,780,800	$1,905
037 G012001	21:RETAIL SERVICES	582-584 CONGRESS STREET LLC	584	CONGRESS ST	763,600	$817
037 G014001	22:OFFICE BUSINESS	TERBAX REALTY INC	562	CONGRESS ST	3,508,300	$3,754
037 H001001	27:MULTI-USE COMMERCIAL	550 CONGRESS STREET LLC	550	CONGRESS ST	1,351,900	$1,447
037 H002001	55:LITERARY & SCIENTIFIC	MAINE COLLEGE OF ART	540	CONGRESS ST	-00	$0
037 H002002	20:COMMERCIAL CONDOS	540 CONGRESS STREET LLC	540	CONGRESS ST	2,756,400	$2,949

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
037 H002003	10:CONDOMINIUMS	540 CONGRESS STREET LLC	540	CONGRESS ST	366,200	$392
037 H002004	10:CONDOMINIUMS	540 CONGRESS STREET LLC	540	CONGRESS ST	373,300	$399
037 H002005	10:CONDOMINIUMS	540 CONGRESS STREET LLC	540	CONGRESS ST	366,200	$392
037 H002006	10:CONDOMINIUMS	540 CONGRESS STREET LLC	540	CONGRESS ST	409,700	$438
037 H005001	54:BENEVOLENT & CHARITABLE	SPACE GALLERY	536	CONGRESS ST	-00	$0
037 H005003	20:COMMERCIAL CONDOS	SPACE GALLERY	536	CONGRESS ST	737,800	$789
037 H006001	55:LITERARY & SCIENTIFIC	MAINE COLLEGE OF ART	522	CONGRESS ST	-00	$0
037 H009001	21:RETAIL SERVICES	PACHIOS BROTHERS II LLC	516	CONGRESS ST	1,707,800	$1,827
037 H010001	21:RETAIL SERVICES	CENTER CITY PLAZA ASSOC	510	CONGRESS ST	4,965,600	$5,313
037 H011001	20:COMMERCIAL CONDOS	MATERIAL OBJECTS	500	CONGRESS ST	458,800	$491
037 H011002	20:COMMERCIAL CONDOS	500 CONGRESS TOP FLOOR LLC	500	CONGRESS ST	399,700	$428
037 H013001	21:RETAIL SERVICES	KAPLAN 504 LLC	504	CONGRESS ST	1,764,900	$1,888
037 H014001	20:COMMERCIAL CONDOS	MAINE COLLEGE OF ART	51	OAK ST	347,700	$372
037 H014002	55:LITERARY & SCIENTIFIC	MAINE COLLEGE OF ART	51	OAK ST	-00	$0
037 H014003	20:COMMERCIAL CONDOS	MAINE COLLEGE OF ART	51	OAK ST	348,800	$373
037 H014004	55:LITERARY & SCIENTIFIC	MAINE COLLEGE OF ART	51	OAK ST	-00	$0
037 H014005	20:COMMERCIAL CONDOS	MAINE COLLEGE OF ART	51	OAK ST	255,400	$273
037 H025001	21:RETAIL SERVICES	NEKOIE BAHMAN &	57	OAK ST	404,400	$433
037 I001001	21:RETAIL SERVICES	498 CONGRESS LLC	498	CONGRESS ST	2,109,300	$2,257
037 I002101	20:COMMERCIAL CONDOS	DJ HOLDINGS LLC	490	CONGRESS ST	473,900	$507
037 I002102	20:COMMERCIAL CONDOS	DJ HOLDINGS LLC	492	CONGRESS ST	530,600	$568
037 I002103	20:COMMERCIAL CONDOS	THE DOROTHEA &	15	BROWN ST	292,000	$312
037 I002104	10:CONDOMINIUMS	O'SULLIVAN MICHAEL &	15	BROWN ST	740,500	$792
037 I002105	10:CONDOMINIUMS	ADLER JANICE B	15	BROWN ST	730,500	$782
037 I002201	10:CONDOMINIUMS	PYE JOHN F &	15	BROWN ST	505,200	$541
037 I002202	10:CONDOMINIUMS	SAUCEDO CHRISTIAN MANUEL	15	BROWN ST	570,200	$610
037 I002203	10:CONDOMINIUMS	CARUSO PHILIP &	15	BROWN ST	665,300	$712
037 I002204	10:CONDOMINIUMS	MARCUS PETER H TRUSTEE	15	BROWN ST	557,000	$596
037 I002205	10:CONDOMINIUMS	TSANG MIA &	15	BROWN ST	544,000	$582
037 I002206	10:CONDOMINIUMS	JOHNSON CHRISTOPHER M	15	BROWN ST	428,500	$458
037 I002207	10:CONDOMINIUMS	SOULE GEORGE &	15	BROWN ST	412,300	$441

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
037 I002208	10:CONDOMINIUMS	DOCTOROFF MARK G	15	BROWN ST	607,300	$650
037 I002301	10:CONDOMINIUMS	BERZON TODD S	15	BROWN ST	558,400	$597
037 I002302	10:CONDOMINIUMS	ANDREOLI HELEN L	15	BROWN ST	539,300	$577
037 I002303	10:CONDOMINIUMS	BAUMAN PATRICIA J TRUSTEE	15	BROWN ST	636,000	$681
037 I002304	10:CONDOMINIUMS	RAEDLE DANIEL &	15	BROWN ST	564,200	$604
037 I002305	10:CONDOMINIUMS	COFFIN KATHLEEN M	15	BROWN ST	451,700	$483
037 I002306	10:CONDOMINIUMS	HUNT RYAN ETAL	15	BROWN ST	517,700	$554
037 I002307	10:CONDOMINIUMS	DOCTOROFF MARK G	15	BROWN ST	563,100	$603
037 I002401	10:CONDOMINIUMS	KING LELIA S &	15	BROWN ST	718,300	$769
037 I002402	10:CONDOMINIUMS	JONES RUSSELL J	15	BROWN ST	723,300	$774
037 I002403	10:CONDOMINIUMS	QUADRI SYED M &	15	BROWN ST	775,500	$830
037 I002404	10:CONDOMINIUMS	RICCI MICHAEL &	15	BROWN ST	717,700	$768
037 I002405	10:CONDOMINIUMS	MARCUS PETER H TRUSTEE &	15	BROWN ST	785,400	$840
037 I002406	10:CONDOMINIUMS	SANTORO DAVID M	15	BROWN ST	685,600	$734
037 I003001	21:RETAIL SERVICES	CENTER CONGRESS LLC	482	CONGRESS ST	3,959,800	$4,237
037 I004001	22:OFFICE BUSINESS	ASHBY TEAM LLC	480	CONGRESS ST	2,493,600	$2,668
037 I005001	27:MULTI-USE COMMERCIAL	BARTHE DONNA	486	CONGRESS ST	629,500	$674
037 I00701A	20:COMMERCIAL CONDOS	PHELPS CRAIG REAL	11	BROWN ST	894,600	$957
037 I00702A	10:CONDOMINIUMS	WADDELL CHRISTOPHER &	9	BROWN ST	544,100	$582
037 I00702B	10:CONDOMINIUMS	BUKER MAILE E	9	BROWN ST	689,000	$737
037 I00703A	10:CONDOMINIUMS	BEAR POINT REAL ESTATE HOLDINGS LLC	9	BROWN ST	940,500	$1,006
037 I00704A	10:CONDOMINIUMS	THORNDIKE WILLIAM N JR &	9	BROWN ST	962,900	$1,030
037 I009001	25:PARKING LOTS	JB BROWN & SONS	59	FREE ST	915,200	$979
037 I012001	25:PARKING LOTS	CENTER CONGRESS LLC	104	CENTER ST	583,400	$624
038 A001001	22:OFFICE BUSINESS	JB BROWN & SONS	10	FREE ST	6,196,300	$6,630
038 A005001	22:OFFICE BUSINESS	BROWN J B & SONS	22	FREE ST	5,466,200	$5,849
038 B001001	20:COMMERCIAL CONDOS	NORTH RIVER IV LLC	1	PORTLAND SQ	30,801,400	$32,957
038 B001007	20:COMMERCIAL CONDOS	PS ONE REALTY LLC	1	PORTLAND SQ	19,958,800	$21,356
038 B002001	22:OFFICE BUSINESS	NORTH RIVER IV LLC	2	PORTLAND SQ	35,291,900	$37,762
038 B003001	25:PARKING LOTS	NORTH RIVER IV LLC	481	FORE ST	4,991,500	$5,341
038 C008001	56:GOVERNMENTAL	CITY OF PORTLAND	28	COTTON ST	-00	$0

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
038 C009001	25:PARKING LOTS	CASCO VIEW HOLDINGS III LLC	24	COTTON ST	1,000,000	$1,070
038 C012001	27:MULTI-USE COMMERCIAL	CASCO VIEW HOLDINGS III LLC	8	COTTON ST	2,702,100	$2,891
038 C030001	21:RETAIL SERVICES	CASCO VIEW HOLDINGS III LLC	59	CENTER ST	713,400	$763
038 D015001	56:GOVERNMENTAL	CUMBERLAND COUNTY MAINE	82	FREE ST	-00	$0
038 E007001	40:VACANT LAND	RAFFEL CLAIRE &	3	SOUTH ST	168,000	$180
038 E009105	20:COMMERCIAL CONDOS	105 STAPLES SCHOOL LLC	70	CENTER ST	443,500	$475
038 E009106	20:COMMERCIAL CONDOS	APPLE REAL ESTATE	70	CENTER ST	405,500	$434
038 E009204	20:COMMERCIAL CONDOS	70 CENTER LLC	70	CENTER ST	440,300	$471
038 E009205	20:COMMERCIAL CONDOS	70 CENTER LLC	70	CENTER ST	457,700	$490
038 E009304	20:COMMERCIAL CONDOS	EAST COAST CONSTRUCTION AND	70	CENTER ST	461,300	$494
038 E009305	20:COMMERCIAL CONDOS	MCKERSIE FAMILY LLC	70	CENTER ST	476,300	$510
038 E009401	20:COMMERCIAL CONDOS	ALDER RUN DEVELOPMENT	70	CENTER ST	796,900	$853
038 E009G07	20:COMMERCIAL CONDOS	70 CENTER STREET BASEMENT LLC	70	CENTER ST	418,300	$448
038 E009G08	20:COMMERCIAL CONDOS	MAINE BUSINESS SERVICES INC	70	CENTER ST	411,000	$440
038 E010001	20:COMMERCIAL CONDOS	LEVINE ROBERT A &	17	SOUTH ST	246,100	$263
038 E010002	20:COMMERCIAL CONDOS	SOUTH STREET PARTNERS 2 LLC	17	SOUTH ST	246,100	$263
038 E010003	20:COMMERCIAL CONDOS	PRESTIGE WORLD-WIDE	17	SOUTH ST	399,000	$427
038 E012001	21:RETAIL SERVICES	PICTURE ISLAND INC	52	CENTER ST	859,000	$919
038 E019001	21:RETAIL SERVICES	ZENITH OPERATING GROUP LLC	1	PLEASANT ST	2,149,000	$2,299
038 E020001	27:MULTI-USE COMMERCIAL	7-19 PLEASANT STREET LLC	7	PLEASANT ST	795,400	$851
038 E021001	40:VACANT LAND	7-19 PLEASANT STREET LLC	9	PLEASANT ST	204,200	$218
038 E022001	40:VACANT LAND	7-19 PLEASANT STREET LLC	9	PLEASANT ST	29,700	$32
038 E023001	27:MULTI-USE COMMERCIAL	7-19 PLEASANT STREET LLC	15	PLEASANT ST	1,477,700	$1,581
038 E024001	27:MULTI-USE COMMERCIAL	ANADILYA PROPERTIES LLC	21	PLEASANT ST	1,174,500	$1,257
038 E025001	13:THREE FAMILY	AMORY JONATHAN &	11	SOUTH ST	1,106,200	$1,184
038 E026001	12:TWO FAMILY	HANSON ANJA-BRITT &	9	SOUTH ST	1,109,900	$1,188
038 E027001	27:MULTI-USE COMMERCIAL	FIVE SOUTH STREET LLC	5	SOUTH ST	617,400	$661
038 E029001	27:MULTI-USE COMMERCIAL	19 SOUTH STREET DEVELOPMENT LLC	19	SOUTH ST	1,772,200	$1,896
038 E030001	25:PARKING LOTS	STEELE DANIEL L	58	CENTER ST	1,148,400	$1,229
038 F004001	24:WHOLESALE	SLM PROPERTIES INC	241	COMMERCIAL ST	3,146,800	$3,367
038 F006001	22:OFFICE BUSINESS	245 COMMERCIAL STREET LLC	245	COMMERCIAL ST	7,542,800	$8,071

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
038 F008001	22:OFFICE BUSINESS	DICTAR ASSOCIATES II	470	FORE ST	3,425,500	$3,665
038 F009001	23:HOTEL & MOTEL	HARBOR PLAZA ASSOCIATES II	468	FORE ST	32,059,100	$34,303
038 F009002	22:OFFICE BUSINESS	DICTAR ASSOCIATES II	468	FORE ST	6,592,900	$7,054
038 F019001	22:OFFICE BUSINESS	CASCO VIEW HOLDINGS II LLC	19	CROSS ST	8,366,700	$8,952
038 G001001	25:PARKING LOTS	NORTH RIVER IV LLC	486	FORE ST	6,167,100	$6,599
038 G00202A	10:CONDOMINIUMS	GOSSELIN EUGENE D &	269	COMMERCIAL ST	360,100	$385
038 G00202B	10:CONDOMINIUMS	POE MAXWELL BURTON RENZ &	269	COMMERCIAL ST	366,200	$392
038 G00202C	10:CONDOMINIUMS	TING YVONNE	269	COMMERCIAL ST	447,800	$479
038 G00202D	10:CONDOMINIUMS	CUMMING JEAN S &	269	COMMERCIAL ST	343,000	$367
038 G00202E	10:CONDOMINIUMS	DEVILLIER JACQUES K	269	COMMERCIAL ST	346,700	$371
038 G00202F	10:CONDOMINIUMS	MCKENZIE ANNE-MARIE &	269	COMMERCIAL ST	390,900	$418
038 G00203A	10:CONDOMINIUMS	CHAPMAN KATHRYN S	269	COMMERCIAL ST	374,100	$400
038 G00203B	10:CONDOMINIUMS	RICE LEE PRISCILLA TRUSTEE	269	COMMERCIAL ST	356,800	$382
038 G00203C	10:CONDOMINIUMS	NORCHI CHARLES H &	269	COMMERCIAL ST	450,400	$482
038 G00203D	10:CONDOMINIUMS	DODGE MEREDITH	269	COMMERCIAL ST	335,400	$359
038 G00203E	10:CONDOMINIUMS	CONKLIN HENRY C	269	COMMERCIAL ST	376,000	$402
038 G00203F	10:CONDOMINIUMS	TUCKER HAROLD W III	269	COMMERCIAL ST	381,600	$408
038 G00204A	10:CONDOMINIUMS	ROUSSEAU GREGORY M TRUSTEE	269	COMMERCIAL ST	374,600	$401
038 G00204B	10:CONDOMINIUMS	269 COMMERCIAL LLC	269	COMMERCIAL ST	396,600	$424
038 G00204C	10:CONDOMINIUMS	GIOBBI ARCHIE &	269	COMMERCIAL ST	498,300	$533
038 G00204D	10:CONDOMINIUMS	KIMBLE ELLEN SUE	269	COMMERCIAL ST	306,400	$328
038 G00204E	10:CONDOMINIUMS	LAINEY CONNOR D	269	COMMERCIAL ST	351,400	$376
038 G00204F	10:CONDOMINIUMS	WONG ROCKET &	269	COMMERCIAL ST	368,700	$395
038 G00205A	10:CONDOMINIUMS	BERG ERIC O JR TRUSTEE	269	COMMERCIAL ST	421,300	$451
038 G00205B	10:CONDOMINIUMS	GLENNON THOMAS J	269	COMMERCIAL ST	411,200	$440
038 G00205C	10:CONDOMINIUMS	DORFMAN NATHANIEL B	269	COMMERCIAL ST	414,400	$443
038 G00205D	10:CONDOMINIUMS	DAVIS DONALD A	269	COMMERCIAL ST	472,200	$505
038 G00205E	10:CONDOMINIUMS	MARTINEZ ANDREW DAVID &	269	COMMERCIAL ST	455,000	$487
038 G00205F	10:CONDOMINIUMS	FOSTER ANTHONY W	269	COMMERCIAL ST	397,500	$425
038 G002267	20:COMMERCIAL CONDOS	TEEDUCFRATAY LLC	269	COMMERCIAL ST	818,000	$875
038 G002271	20:COMMERCIAL CONDOS	JKC LLC	269	COMMERCIAL ST	641,200	$686

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
038 G005001	23:HOTEL & MOTEL	FATHOM CC LLC	9	CENTER ST	48,336,500	$51,720
038 I001001	27:MULTI-USE COMMERCIAL	40 FREE LLC	28	FREE ST	12,107,700	$12,955
038 I003001	25:PARKING LOTS	BROWN J B & SONS	15	SPRING ST	2,375,500	$2,542
038 I018001	21:RETAIL SERVICES	BROWN J B & SONS	46	FREE ST	4,883,100	$5,225
039 A001001	21:RETAIL SERVICES	PARK WONBAE &	626	CONGRESS ST	2,096,400	$2,243
039 A002001	21:RETAIL SERVICES	WAYNE ENTERPISES LLC	622	CONGRESS ST	2,658,700	$2,845
039 A005001	21:RETAIL SERVICES	614 CONGRESS STREET LLC	616	CONGRESS ST	2,984,800	$3,194
039 A006001	25:PARKING LOTS	614 CONGRESS STREET LLC	143	PARK ST	173,200	$185
039 A007001	40:VACANT LAND	RICE GEOFFREY I	612	CONGRESS ST	140,600	$150
039 A008001	21:RETAIL SERVICES	19 SOUTH STREET LLC	610	CONGRESS ST	1,047,400	$1,121
039 A009001	21:RETAIL SERVICES	19 SOUTH STREET LLC	608	CONGRESS ST	1,032,900	$1,105
039 A011001	25:PARKING LOTS	WAYNE ENTERPRISES LLC	141	PARK ST	355,100	$380
039 A013001	27:MULTI-USE COMMERCIAL	602 CONGRESS LLC	602	CONGRESS ST	3,320,100	$3,553
039 A016001	40:VACANT LAND	TEGNA EAST COAST	122	HIGH ST	139,100	$149
039 A016002	25:PARKING LOTS	PACIFIC AND SOUTHERN LLC	122	HIGH ST	953,900	$1,021
039 A017001	22:OFFICE BUSINESS	TEGNA EAST COAST	128	HIGH ST	4,689,000	$5,017
039 A027001	26:PRIVATE CLUBS	CUMBERLAND CLUB	116	HIGH ST	4,811,900	$5,149
039 A028001	04:BED & BREAKFAST	THE WREN LLC	135	SPRING ST	1,407,400	$1,506
039 A029001	27:MULTI-USE COMMERCIAL	STADLER CECILE	133	SPRING ST	782,600	$837
039 A030001	27:MULTI-USE COMMERCIAL	NOUVEAU-NE LLC	131	SPRING ST	683,000	$731
039 A031001	27:MULTI-USE COMMERCIAL	129 SPRING STREET LLC	129	SPRING ST	664,800	$711
039 A032001	40:VACANT LAND	CUMBERLAND CLUB	127	SPRING ST	423,900	$454
039 A035001	27:MULTI-USE COMMERCIAL	TILLER ROBIN B &	110	HIGH ST	832,700	$891
039 A037001	21:RETAIL SERVICES	M2BM LLC	106	HIGH ST	1,143,900	$1,224
039 A038001	21:RETAIL SERVICES	BLUE BAY LLC	612	CONGRESS ST	1,070,200	$1,145
039 B001001	55:LITERARY & SCIENTIFIC	PORTLAND MUSEUM OF ART	97	SPRING ST	-00	$0
039 B003001	40:VACANT LAND	PORTLAND MUSEUM OF ART	142	FREE ST	1,071,000	$1,146
039 B004001	25:PARKING LOTS	PORTLAND MUSEUM OF ART	130	FREE ST	1,751,500	$1,874
039 B007001	21:RETAIL SERVICES	PORTLAND MUSEUM OF ART	128	FREE ST	639,600	$684
039 B008001	25:PARKING LOTS	PORTLAND MUSEUM OF ART	120	FREE ST	3,211,600	$3,436
039 B011001	20:COMMERCIAL CONDOS	EVERYTHING LLC	44	OAK ST	1,123,200	$1,202

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
039 B011002	20:COMMERCIAL CONDOS	EVERYTHING LLC	44	OAK ST	550,900	$589
039 B011003	10:CONDOMINIUMS	ESCH TREVOR &	44	OAK ST	1,120,700	$1,199
039 B011004	10:CONDOMINIUMS	KEON MICHAEL P	44	OAK ST	1,516,300	$1,622
039 B013001	55:LITERARY & SCIENTIFIC	PORTLAND MUSEUM OF ART	148	FREE ST	-00	$0
039 B015001	55:LITERARY & SCIENTIFIC	PORTLAND MUSEUM OF ART	87	SPRING ST	-00	$0
039 C001002	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	2,329,990	$2,493
039 C00101A	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	225,480	$241
039 C00101B	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	638,870	$684
039 C00101C	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	901,930	$965
039 C0010GB	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	37,580	$40
039 C0010GC	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	75,160	$80
039 C001301	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	2,120,290	$2,269
039 C001302	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	209,700	$224
039 C001GA1	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	676,450	$724
039 C001GA2	20:COMMERCIAL CONDOS	PORTLAND MUSEUM OF ART	110	FREE ST	300,640	$322
039 C002001	56:GOVERNMENTAL	CITY OF PORTLAND	0	FREE ST	-00	$0
039 D005001	56:GOVERNMENTAL	CITY OF PORTLAND	98	HIGH ST	-00	$0
039 E001001	56:GOVERNMENTAL	CITY OF PORTLAND	94	SPRING ST ARTERIAL	-00	$0
039 E008001	22:OFFICE BUSINESS	SAFFORD HOUSE LLC	93	HIGH ST	1,615,800	$1,729
039 E009001	54:BENEVOLENT & CHARITABLE	ST ELIZABETH'S ROMAN	87	HIGH ST	-00	$0
039 E010001	23:HOTEL & MOTEL	LAFAYETTE PORTLAND LLC	88	SPRING ST	30,198,400	$32,312
039 F001001	25:PARKING LOTS	LAFAYETTE PORTLAND LLC	40	SPRING ST ARTERIAL	10,150,000	$10,861
039 F013001	32:WAREHOUSE & STORAGE	BAKERY LIMITED LIABILITY CO	59	PLEASANT ST	2,821,400	$3,019
039 F017001	12:TWO FAMILY	LOMBARDI BRIAN D	22	SOUTH ST	767,700	$821
039 F018001	12:TWO FAMILY	SCHMIDT REMINGTON O	20	SOUTH ST	566,200	$606
039 F019001	11:SINGLE FAMILY	ROBINSON ABIGAIL	18	SOUTH ST	918,000	$982
039 F020001	12:TWO FAMILY	MCLAUGHLIN KATHERINE A TRUSTEE	14	SOUTH ST	856,800	$917
039 F021001	40:VACANT LAND	BROWN J B & SONS	10	SOUTH ST	35,700	$38
039 F022001	10:CONDOMINIUMS	SWEENEY HILARY &	37	PLEASANT ST	392,700	$420
039 F022002	10:CONDOMINIUMS	LEMIEUX ERIC J &	37	PLEASANT ST	390,000	$417
039 F022003	10:CONDOMINIUMS	WATSON MICHAEL P &	37	PLEASANT ST	392,700	$420

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
039 F022004	10:CONDOMINIUMS	HOLT MYRA FUJIMOTO TRUSTEE	37	PLEASANT ST	390,000	$417
039 F022005	10:CONDOMINIUMS	COMEAU PETER W &	37	PLEASANT ST	392,700	$420
039 F022006	10:CONDOMINIUMS	HAAS JOHN E &	37	PLEASANT ST	390,000	$417
039 F023001	20:COMMERCIAL CONDOS	35 PLEASANT ST LLC	35	PLEASANT ST	268,300	$287
039 F023002	10:CONDOMINIUMS	REITER LAUREN J &	35	PLEASANT ST	1,098,800	$1,176
039 F025001	58:LAND BANKS	CITY OF PORTLAND	24	SOUTH ST	-00	$0
039 F026001	19:AUXILIARY BUILDINGS	LOMBARDI DEBRA &	22	SOUTH ST	83,400	$89
040 A001001	16:11 TO 20 FAMILY	VICKERY HIGH LLC	79	HIGH ST	1,293,400	$1,384
040 A002001	14:FOUR FAMILY	O'SULLIVAN PATRICIA &	98	PLEASANT ST	1,101,300	$1,178
040 A003001	12:TWO FAMILY	BEAL MICHAEL &	92	PLEASANT ST	970,100	$1,038
040 A004001	15:5 TO 10 FAMILY	C M SCRIBNER & CO LIMITED	88	PLEASANT ST	1,485,300	$1,589
040 A005001	25:PARKING LOTS	LAFAYETTE PORTLAND LLC	76	PLEASANT ST	551,600	$590
040 A008001	40:VACANT LAND	BROWN J B & SONS	74	PLEASANT ST	132,400	$142
040 A009001	14:FOUR FAMILY	SCHWARTZ DONNA L	68	PLEASANT ST	1,130,500	$1,210
040 A010001	27:MULTI-USE COMMERCIAL	AXE CAP LLC	54	MAPLE ST	767,800	$822
040 A011001	11:SINGLE FAMILY	BOURNE KATHERINE L &	67	HIGH ST	1,184,500	$1,267
040 A013001	17:21 PLUS FAMILY	53 DANFORTH STREET LP	53	DANFORTH ST	5,178,600	$5,541
040 A014001	11:SINGLE FAMILY	ADLER BRENT	52	MAPLE ST	562,500	$602
040 A015001	15:5 TO 10 FAMILY	LANDANO AND COMPANY LLC	65	HIGH ST	1,353,900	$1,449
040 A016001	17:21 PLUS FAMILY	DANFORTH ON HIGH LP	81	DANFORTH ST	2,595,200	$2,777
040 A017001	15:5 TO 10 FAMILY	COLONEL FORBIN LLC	77	DANFORTH ST	1,468,700	$1,572
040 A018001	15:5 TO 10 FAMILY	COLONEL FORBIN LLC	75	DANFORTH ST	1,218,100	$1,303
040 A019001	15:5 TO 10 FAMILY	TELA LLC	71	DANFORTH ST	1,511,700	$1,618
040 A021001	11:SINGLE FAMILY	VICKERY PLEASANT LLC	100	PLEASANT ST	380,200	$407
040 A022001	15:5 TO 10 FAMILY	HARPUA LLC	67	DANFORTH ST	1,387,900	$1,485
040 A024001	15:5 TO 10 FAMILY	POSTER NUTBAG LLC	63	DANFORTH ST	912,500	$976
040 A027001	11:SINGLE FAMILY	MEADE TRACY &	50	MAPLE ST	990,900	$1,060
040 A028001	40:VACANT LAND	BROWN J B & SONS	46	MAPLE ST	125,200	$134
040 A030001	16:11 TO 20 FAMILY	69 HIGH STREET HOLDINGS LLC	69	HIGH ST	1,675,900	$1,793
040 B001001	40:VACANT LAND	BAKERY LIMITED LIABILITY CO	55	MAPLE ST	142,600	$153
040 B002001	40:VACANT LAND	BROWN J B & SONS	58	PLEASANT ST	116,200	$124

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
040 B003001	13:THREE FAMILY	JR SAPPERSTEIN HOLDINGS LLC	54	PLEASANT ST	909,800	$973
040 B004001	27:MULTI-USE COMMERCIAL	44 PLEASANT STREET LLC	44	PLEASANT ST	1,892,900	$2,025
040 B006001	11:SINGLE FAMILY	40 PLEASANT ST LLC	40	PLEASANT ST	1,326,800	$1,420
040 B007001	27:MULTI-USE COMMERCIAL	SCHWARTZ DONNA L	23	DANFORTH ST	919,200	$984
040 B008001	10:CONDOMINIUMS	JOSEPH JOEY P	32	PLEASANT ST	401,900	$430
040 B008002	10:CONDOMINIUMS	DONOVAN URSULA J &	32	PLEASANT ST	406,800	$435
040 B008003	10:CONDOMINIUMS	GILLEN BROOKE	32	PLEASANT ST	504,700	$540
040 B009001	10:CONDOMINIUMS	LEVANDOSKI THERESE M	30	PLEASANT ST	468,500	$501
040 B009002	10:CONDOMINIUMS	HANSON JUNE ANDREA	30	PLEASANT ST	451,000	$483
040 B009003	10:CONDOMINIUMS	HOULE RONALD J &	30	PLEASANT ST	554,600	$593
040 B010001	12:TWO FAMILY	WEST ERIK MARK	20	PLEASANT ST	598,700	$641
040 B012001	22:OFFICE BUSINESS	18 PLEASANT ST ASSOC	18	PLEASANT ST	282,200	$302
040 B013001	11:SINGLE FAMILY	GIOBBI CARLO A JR &	14	PLEASANT ST	894,300	$957
040 B017001	19:AUXILIARY BUILDINGS	SANTE LLC	4	PLEASANT ST	148,700	$159
040 B018001	40:VACANT LAND	MEADE TRACY &	51	MAPLE ST	14,500	$16
040 B020001	21:RETAIL SERVICES	OSDBA HOLDINGS LLC	35	DANFORTH ST	1,285,000	$1,375
040 B021001	13:THREE FAMILY	FOX STEPHEN H	33	DANFORTH ST	582,000	$623
040 B022001	40:VACANT LAND	SCHAIR-CARDONA ERICA &	29	DANFORTH ST	411,700	$441
040 B023001	25:PARKING LOTS	WRIGHT-RYAN REAL ESTATE LLC	13	DANFORTH ST	332,600	$356
040 B028001	21:RETAIL SERVICES	SANTE LLC	1	DANFORTH ST	821,800	$879
040 B032001	21:RETAIL SERVICES	CIGRI TINA ETAL	45	DANFORTH ST	725,300	$776
040 B033001	10:CONDOMINIUMS	O'BRIEN KAYLYN SHAY	56	PLEASANT ST	483,500	$517
040 B033002	10:CONDOMINIUMS	MARCOUX VANESSA L &	56	PLEASANT ST	497,800	$533
040 B033003	10:CONDOMINIUMS	RUNNING SALLY	56	PLEASANT ST	484,100	$518
040 C001001	16:11 TO 20 FAMILY	GILLIS PETER J	51	HIGH ST	1,693,000	$1,812
040 C002001	15:5 TO 10 FAMILY	WEST COMPANY	78	DANFORTH ST	1,398,200	$1,496
040 C005001	20:COMMERCIAL CONDOS	BROWN J B & SONS	101	YORK ST	3,554,400	$3,803
040 C005201	10:CONDOMINIUMS	VEALE PATRICK J &	25	HIGH ST	652,600	$698
040 C005202	10:CONDOMINIUMS	ESCHBACH KELLY S &	25	HIGH ST	460,600	$493
040 C005203	10:CONDOMINIUMS	KLEINLERER MICHAL FREDA	25	HIGH ST	629,200	$673
040 C005204	10:CONDOMINIUMS	PARK KYUNG SAM	25	HIGH ST	527,300	$564

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
040 C005206	10:CONDOMINIUMS	MYSA RENTALS LLC	25	HIGH ST	462,300	$495
040 C005207	10:CONDOMINIUMS	CARRAHER DARIN L	25	HIGH ST	457,000	$489
040 C005208	10:CONDOMINIUMS	LAGHAEI FARID &	25	HIGH ST	611,700	$655
040 C005209	10:CONDOMINIUMS	GATOS PAMELA &	25	HIGH ST	611,700	$655
040 C005210	10:CONDOMINIUMS	SAUCIER SANDRA	25	HIGH ST	619,800	$663
040 C005211	10:CONDOMINIUMS	LIEBERMAN KYLE A ETAL JTS	25	HIGH ST	618,700	$662
040 C005212	10:CONDOMINIUMS	MAY BENJAMIN ROBERT &	25	HIGH ST	618,700	$662
040 C005213	10:CONDOMINIUMS	PRICE JASON LLOYD &	25	HIGH ST	618,700	$662
040 C005214	10:CONDOMINIUMS	DIRECTOR STEVEN &	25	HIGH ST	618,700	$662
040 C005215	10:CONDOMINIUMS	CUSHMAN ROBIN MARI TRUSTEE	25	HIGH ST	694,100	$743
040 C005216	10:CONDOMINIUMS	CHADBOURNE DENNIS S	25	HIGH ST	620,400	$664
040 C005301	10:CONDOMINIUMS	LYONS THOMAS W &	25	HIGH ST	627,600	$672
040 C005302	10:CONDOMINIUMS	25 HIGH-THE REFINED EQUINE LLC	25	HIGH ST	460,600	$493
040 C005303	10:CONDOMINIUMS	SMITH TEALE &	25	HIGH ST	629,200	$673
040 C005304	10:CONDOMINIUMS	BROWN LAUREN HINSON &	25	HIGH ST	527,300	$564
040 C005305	10:CONDOMINIUMS	MANN VERONICA ETAL JTS	25	HIGH ST	637,400	$682
040 C005306	10:CONDOMINIUMS	LACOGNATA STUART A	25	HIGH ST	462,300	$495
040 C005307	10:CONDOMINIUMS	GRIFFIN ALEXANDER &	25	HIGH ST	457,000	$489
040 C005308	10:CONDOMINIUMS	MARTINEZ DANIEL M &	25	HIGH ST	611,700	$655
040 C005309	10:CONDOMINIUMS	ADLER SUSAN	25	HIGH ST	586,700	$628
040 C005310	10:CONDOMINIUMS	ROTH MICHAEL D &	25	HIGH ST	619,800	$663
040 C005311	10:CONDOMINIUMS	LAMPNER GLENNA H &	25	HIGH ST	593,700	$635
040 C005312	10:CONDOMINIUMS	CARAMICIU JUSTIN	25	HIGH ST	618,700	$662
040 C005313	10:CONDOMINIUMS	GRIDLEY GUY G	25	HIGH ST	618,700	$662
040 C005314	10:CONDOMINIUMS	PROFESSIONAL PROPERTIES LLC	25	HIGH ST	618,700	$662
040 C005315	10:CONDOMINIUMS	SCOTT MICHELLE A &	25	HIGH ST	746,300	$799
040 C005316	10:CONDOMINIUMS	MILLER DEREK	25	HIGH ST	595,400	$637
040 C005401	10:CONDOMINIUMS	SKACEL LAURA E	25	HIGH ST	685,200	$733
040 C005402	10:CONDOMINIUMS	SHERMAN DAVID	25	HIGH ST	483,600	$517
040 C005403	10:CONDOMINIUMS	WOON ASHLEY HARDI	25	HIGH ST	660,700	$707
040 C005404	10:CONDOMINIUMS	MORSE KRISTY M	25	HIGH ST	528,600	$566

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
040 C005405	10:CONDOMINIUMS	CHEUNG PATRICIA K	25	HIGH ST	669,300	$716
040 C005406	10:CONDOMINIUMS	THYSSEN MICHAEL &	25	HIGH ST	485,400	$519
040 C005407	10:CONDOMINIUMS	PRATT SALLY C &	25	HIGH ST	479,900	$513
040 C005408	10:CONDOMINIUMS	BIVENS JUDITH H &	25	HIGH ST	662,000	$708
040 C005409	10:CONDOMINIUMS	PIASIO GEOFF B	25	HIGH ST	642,200	$687
040 C005410	10:CONDOMINIUMS	SADLER CLIFFORD H &	25	HIGH ST	625,800	$670
040 C005411	10:CONDOMINIUMS	SCHAFER MORGAN &	25	HIGH ST	624,600	$668
040 C005412	10:CONDOMINIUMS	KRONENBERG MARIANNE L TRUSTEE	25	HIGH ST	649,600	$695
040 C005413	10:CONDOMINIUMS	DORNEMAN PENELOPE LEE &	25	HIGH ST	649,600	$695
040 C005414	10:CONDOMINIUMS	MANSOURI ROZHIN YOUSEFVAND	25	HIGH ST	649,600	$695
040 C005415	10:CONDOMINIUMS	REILLY KATHLEEN E	25	HIGH ST	738,900	$791
040 C005416	10:CONDOMINIUMS	ROSS NATHAN T &	25	HIGH ST	651,400	$697
040 C005501	10:CONDOMINIUMS	SCHOLL STEVEN B &	25	HIGH ST	717,900	$768
040 C005502	10:CONDOMINIUMS	JOHNSTON EDWARD R &	25	HIGH ST	506,600	$542
040 C005503	10:CONDOMINIUMS	BERRY RICHARD A	25	HIGH ST	667,100	$714
040 C005504	10:CONDOMINIUMS	BURKE CHERIE ANNE &	25	HIGH ST	580,000	$621
040 C005505	10:CONDOMINIUMS	HIGH QUALITY RENTALS LLC	25	HIGH ST	701,100	$750
040 C005506	10:CONDOMINIUMS	MARSDEN DAVID &	25	HIGH ST	508,500	$544
040 C005507	10:CONDOMINIUMS	LADAN LUKA	25	HIGH ST	502,800	$538
040 C005508	10:CONDOMINIUMS	TURNER JOSEPH L &	25	HIGH ST	672,800	$720
040 C005509	10:CONDOMINIUMS	BROWN SARA J HUTCHINSON &	25	HIGH ST	672,800	$720
040 C005510	10:CONDOMINIUMS	LARLEE BRENT A &	25	HIGH ST	656,800	$703
040 C005511	10:CONDOMINIUMS	OSTERGAARD LLC	25	HIGH ST	680,500	$728
040 C005512	10:CONDOMINIUMS	DANIELSEN KERRY E	25	HIGH ST	680,500	$728
040 C005513	10:CONDOMINIUMS	CONRAD ERIC &	25	HIGH ST	680,500	$728
040 C005514	10:CONDOMINIUMS	SHAW DAVID E &	25	HIGH ST	680,500	$728
040 C005515	10:CONDOMINIUMS	PARK MIRI &	25	HIGH ST	800,300	$856
040 C005516	10:CONDOMINIUMS	MAK E CHIN &	25	HIGH ST	682,500	$730
040 C009001	31:MANUFACTURING	BROWN J B & SONS	50	DANFORTH ST	1,507,400	$1,613
040 C014001	14:FOUR FAMILY	SACRE LINDA &	41	HIGH ST	786,600	$842
040 C015001	10:CONDOMINIUMS	MYBURGH ANDREW C &	37	HIGH ST	419,200	$449

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
040 C015002	10:CONDOMINIUMS	SOLSTICE INVESTMENTS LLC	37	HIGH ST	247,900	$265
040 C015003	10:CONDOMINIUMS	SOLEIL REAL ESTATE GROUP LLC	37	HIGH ST	480,500	$514
040 C015004	10:CONDOMINIUMS	THIS THYME AROUND LLC	37	HIGH ST	333,600	$357
040 C016001	12:TWO FAMILY	BERNOTAVICZ JARAD	31	HIGH ST	829,300	$887
040 C021001	27:MULTI-USE COMMERCIAL	BROWN J B & SONS	27	HIGH ST	7,385,000	$7,902
040 C026001	24:WHOLESALE	YORKSHIRE LLC	75	YORK ST	1,919,900	$2,054
040 C030001	21:RETAIL SERVICES	CASTINE 53 LLC	53	YORK ST	2,394,800	$2,562
040 D001001	22:OFFICE BUSINESS	BROWN J B & SONS	20	DANFORTH ST	7,406,300	$7,925
040 D002001	22:OFFICE BUSINESS	WRIGHT-RYAN REAL ESTATE LLC	10	DANFORTH ST	1,892,000	$2,024
040 E001001	25:PARKING LOTS	BROWN J B & SONS	40	YORK ST	782,300	$837
040 E003001	10:CONDOMINIUMS	SAMBATAKOS JOHN P &	311	COMMERCIAL ST	746,600	$799
040 E003002	10:CONDOMINIUMS	HIGONNET CAMILLE	311	COMMERCIAL ST	608,100	$651
040 E003003	10:CONDOMINIUMS	SCLAR ETHAN	311	COMMERCIAL ST	552,100	$591
040 E003004	10:CONDOMINIUMS	KASUBA PAUL F &	311	COMMERCIAL ST	751,500	$804
040 E003005	10:CONDOMINIUMS	SALVIO PAULA MARIA &	311	COMMERCIAL ST	824,100	$882
040 E003006	10:CONDOMINIUMS	DODGE MEREDITH A &	311	COMMERCIAL ST	761,000	$814
040 E003007	10:CONDOMINIUMS	KRUITHOFF CATHERINE H &	311	COMMERCIAL ST	540,500	$578
040 E003008	10:CONDOMINIUMS	DODGE MEREDITH A &	311	COMMERCIAL ST	651,400	$697
040 E003009	10:CONDOMINIUMS	KROON THOMAS J &	311	COMMERCIAL ST	665,200	$712
040 E00300H	20:COMMERCIAL CONDOS	JBB HOSPITALITY I LLC	311	COMMERCIAL ST	41,809,000	$44,736
040 E00300R	20:COMMERCIAL CONDOS	TIQA LEGACY LLC	311	COMMERCIAL ST	1,719,000	$1,839
040 E003010	10:CONDOMINIUMS	GRIMM KRISTY &	311	COMMERCIAL ST	862,200	$923
040 E003011	10:CONDOMINIUMS	CLANCY PAUL	311	COMMERCIAL ST	692,300	$741
040 E003012	10:CONDOMINIUMS	AGUINAGA GARY S &	311	COMMERCIAL ST	739,200	$791
040 E003013	10:CONDOMINIUMS	SNITE DEBORAH	311	COMMERCIAL ST	600,600	$643
040 E003014	10:CONDOMINIUMS	HOLLANDER MICHAEL R &	311	COMMERCIAL ST	713,300	$763
040 F009001	27:MULTI-USE COMMERCIAL	BAXTER PLACE LLC	305	COMMERCIAL ST	14,571,300	$15,591
040 F011001	22:OFFICE BUSINESS	BROWN J B & SONS	14	YORK ST	4,832,500	$5,171
041 A015001	24:WHOLESALE	WATERFRONT MAINE BT LLC	260	COMMERCIAL ST	2,746,300	$2,939
041 A016001	22:OFFICE BUSINESS	WATERFRONT MAINE	252	COMMERCIAL ST	22,691,300	$24,280
042 A001001	23:HOTEL & MOTEL	APPLE NINE HOSPITALITY	379	COMMERCIAL ST	45,898,900	$49,112

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
042 A002140	20:COMMERCIAL CONDOS	CENTRAL STREET STUDIOS LLC	383	COMMERCIAL ST	729,800	$781
042 A002141	20:COMMERCIAL CONDOS	CENTRAL STREET STUDIOS LLC	383	COMMERCIAL ST	378,400	$405
042 A002143	20:COMMERCIAL CONDOS	ROHSHABRO CO LLC	383	COMMERCIAL ST	626,000	$670
042 A002144	20:COMMERCIAL CONDOS	HEAD OF FALLS LLC	383	COMMERCIAL ST	709,200	$759
042 A002145	20:COMMERCIAL CONDOS	DEERING PROPERTY	383	COMMERCIAL ST	102,600	$110
042 A002146	20:COMMERCIAL CONDOS	DEERING PROPERTY	383	COMMERCIAL ST	1,368,000	$1,464
042 A002200	10:CONDOMINIUMS	MCCONAGHA MEGAN &	383	COMMERCIAL ST	917,200	$981
042 A002201	10:CONDOMINIUMS	LANDRY GAIL	383	COMMERCIAL ST	596,200	$638
042 A002202	10:CONDOMINIUMS	THE LANDING HOMES LLC	383	COMMERCIAL ST	817,600	$875
042 A002203	10:CONDOMINIUMS	PATE ANNE &	383	COMMERCIAL ST	795,700	$851
042 A002204	10:CONDOMINIUMS	LIEBERMAN DAVID J &	383	COMMERCIAL ST	933,300	$999
042 A002300	10:CONDOMINIUMS	STINSON MARTHA	383	COMMERCIAL ST	1,486,400	$1,590
042 A002301	10:CONDOMINIUMS	GEOGHEGAN WILLIAM D	383	COMMERCIAL ST	1,013,900	$1,085
042 A002302	10:CONDOMINIUMS	GALVIN ANDREW D &	383	COMMERCIAL ST	766,500	$820
042 A002303	10:CONDOMINIUMS	LANE RYAN S	383	COMMERCIAL ST	549,000	$587
042 A002304	10:CONDOMINIUMS	SKELLY ABIGAIL M &	383	COMMERCIAL ST	782,200	$837
042 A002305	10:CONDOMINIUMS	MILLER ROBERT THOMAS TRUSTEE	383	COMMERCIAL ST	549,000	$587
042 A002306	10:CONDOMINIUMS	LEE FRANK	383	COMMERCIAL ST	568,200	$608
042 A002307	10:CONDOMINIUMS	HURST KATHRYN NICOLE	383	COMMERCIAL ST	1,439,900	$1,541
042 A002308	10:CONDOMINIUMS	KAUFFMAN JENNIFER LOUISE TRUSTEE	383	COMMERCIAL ST	568,200	$608
042 A002309	10:CONDOMINIUMS	CHASE MARK C TRUSTEE	383	COMMERCIAL ST	1,021,600	$1,093
042 A002310	10:CONDOMINIUMS	MUMME YVONNE B &	383	COMMERCIAL ST	1,012,200	$1,083
042 A002311	10:CONDOMINIUMS	OHANNES JAMES R &	383	COMMERCIAL ST	1,471,900	$1,575
042 A002312	10:CONDOMINIUMS	HEJLIK EMILY	383	COMMERCIAL ST	587,000	$628
042 A002313	10:CONDOMINIUMS	VAN BRAMER JAYNE MARIE	383	COMMERCIAL ST	501,100	$536
042 A002314	10:CONDOMINIUMS	DEVLIN ELIZABETH &	383	COMMERCIAL ST	798,600	$855
042 A002315	10:CONDOMINIUMS	GALE PETER JR	383	COMMERCIAL ST	549,000	$587
042 A002316	10:CONDOMINIUMS	DEXTER AMY S &	383	COMMERCIAL ST	780,800	$835
042 A002317	10:CONDOMINIUMS	KENNEDY TODD M	383	COMMERCIAL ST	546,300	$585
042 A002318	10:CONDOMINIUMS	FAVREAU SCOTT A &	383	COMMERCIAL ST	747,900	$800
042 A002319	10:CONDOMINIUMS	UZEE JOHN H	383	COMMERCIAL ST	1,006,800	$1,077

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
042 A002320	10:CONDOMINIUMS	KALM HARBOUR LLC	383	COMMERCIAL ST	560,300	$600
042 A002321	10:CONDOMINIUMS	HALLOCK BRADLEY L &	383	COMMERCIAL ST	1,230,700	$1,317
042 A002400	10:CONDOMINIUMS	BRUENJES MICHAEL &	383	COMMERCIAL ST	1,222,500	$1,308
042 A002401	10:CONDOMINIUMS	COOK RICHARD F JR	383	COMMERCIAL ST	930,900	$996
042 A002402	10:CONDOMINIUMS	CARAMANDO ANTHONY N	383	COMMERCIAL ST	766,500	$820
042 A002403	10:CONDOMINIUMS	TIDD PAULETTE S	383	COMMERCIAL ST	633,200	$678
042 A002404	10:CONDOMINIUMS	PRYSE HOWELL WAYNE VN VET &	383	COMMERCIAL ST	767,500	$821
042 A002405	10:CONDOMINIUMS	CARMODY JAMES	383	COMMERCIAL ST	588,200	$629
042 A002406	10:CONDOMINIUMS	CRAWFORD KATHARINE H &	383	COMMERCIAL ST	608,800	$651
042 A002407	10:CONDOMINIUMS	DELONG DARRELL &	383	COMMERCIAL ST	1,696,200	$1,815
042 A002408	10:CONDOMINIUMS	RUGGLES PATRICIA WELLS	383	COMMERCIAL ST	608,800	$651
042 A002409	10:CONDOMINIUMS	HOWARD PROPERTY GROUP LLC	383	COMMERCIAL ST	1,021,600	$1,093
042 A002410	10:CONDOMINIUMS	HOLMES JOANNE C TRUSTEE	383	COMMERCIAL ST	1,023,900	$1,096
042 A002411	10:CONDOMINIUMS	TOPPER DAVID C &	383	COMMERCIAL ST	1,708,300	$1,828
042 A002412	10:CONDOMINIUMS	DARBY DOUGLAS M	383	COMMERCIAL ST	703,600	$753
042 A002413	10:CONDOMINIUMS	ALESAR LLC	383	COMMERCIAL ST	657,600	$704
042 A002414	10:CONDOMINIUMS	HINKLE THOMAS L TRUSTEE &	383	COMMERCIAL ST	1,085,000	$1,161
042 A002415	10:CONDOMINIUMS	O'NEIL TAMATHA SARCHI	383	COMMERCIAL ST	588,200	$629
042 A002416	10:CONDOMINIUMS	MAYHEW ROBERT JOHN	383	COMMERCIAL ST	780,800	$835
042 A002417	10:CONDOMINIUMS	CEFALO KYLE J	383	COMMERCIAL ST	665,800	$712
042 A002419	10:CONDOMINIUMS	PRATT CAROLYN R	383	COMMERCIAL ST	960,200	$1,027
042 A002420	10:CONDOMINIUMS	PARK DIANA L &	383	COMMERCIAL ST	1,628,300	$1,742
042 A002421	10:CONDOMINIUMS	DARBY CORINN A	383	COMMERCIAL ST	1,413,300	$1,512
042 A002500	10:CONDOMINIUMS	MALLIA JOHN F &	383	COMMERCIAL ST	1,467,000	$1,570
042 A002501	10:CONDOMINIUMS	CHAMPAGNE HELEN L TRUSTEE	383	COMMERCIAL ST	985,600	$1,055
042 A002502	10:CONDOMINIUMS	BRIKIATIS SYLVIE &	383	COMMERCIAL ST	817,600	$875
042 A002503	10:CONDOMINIUMS	KOZLOWSKI BENJAMIN	383	COMMERCIAL ST	665,800	$712
042 A002504	10:CONDOMINIUMS	SMITH DAVID L &	383	COMMERCIAL ST	834,300	$893
042 A002505	10:CONDOMINIUMS	BEST MANIJEH DELALAT	383	COMMERCIAL ST	581,400	$622
042 A002506	10:CONDOMINIUMS	BOCIAN THOMAS E &	383	COMMERCIAL ST	608,800	$651
042 A002507	10:CONDOMINIUMS	DILLON DENIS P TRUSTEE	383	COMMERCIAL ST	1,817,500	$1,945

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
042 A002509	10:CONDOMINIUMS	NIERMAN MERYL E	383	COMMERCIAL ST	1,903,900	$2,037
042 A002510	10:CONDOMINIUMS	NGUYEN DOUGLAS	383	COMMERCIAL ST	1,165,500	$1,247
042 A002511	10:CONDOMINIUMS	MARTIN ROGER L &	383	COMMERCIAL ST	1,890,800	$2,023
042 A002512	10:CONDOMINIUMS	BURSAW MARGARET S TRUSTEE	383	COMMERCIAL ST	752,100	$805
042 A002513	10:CONDOMINIUMS	ROWLINGSON JACK	383	COMMERCIAL ST	657,600	$704
042 A002514	10:CONDOMINIUMS	GLOVER DAWSON COLEMAN IV	383	COMMERCIAL ST	1,039,500	$1,112
042 A002515	10:CONDOMINIUMS	THE LANDING HOMES LLC	383	COMMERCIAL ST	601,600	$644
042 A002516	10:CONDOMINIUMS	RITTENBERG RHONDA L &	383	COMMERCIAL ST	832,800	$891
042 A002517	10:CONDOMINIUMS	HART JESSE P	383	COMMERCIAL ST	640,800	$686
042 A002519	10:CONDOMINIUMS	FISH MICHAEL J &	383	COMMERCIAL ST	991,700	$1,061
042 A002520	10:CONDOMINIUMS	OTTOLINI MARY C &	383	COMMERCIAL ST	1,653,300	$1,769
042 A002521	10:CONDOMINIUMS	DAVIN CHRISTOPHER P &	383	COMMERCIAL ST	1,413,300	$1,512
042 A002600	10:CONDOMINIUMS	KORNBLAU BRYAN E TRUSTEE	383	COMMERCIAL ST	1,782,000	$1,907
042 A002601	10:CONDOMINIUMS	WOODS STEPHEN &	383	COMMERCIAL ST	1,771,600	$1,896
042 A002602	10:CONDOMINIUMS	SCHAFFER PAUL A &	383	COMMERCIAL ST	821,500	$879
042 A002603	10:CONDOMINIUMS	LEIBOWITZ SHELLEY	383	COMMERCIAL ST	1,927,500	$2,062
042 A002604	10:CONDOMINIUMS	JOHNSON TRACY D &	383	COMMERCIAL ST	1,029,000	$1,101
042 A002605	10:CONDOMINIUMS	BIT OF PORTLAND LLC	383	COMMERCIAL ST	1,046,400	$1,120
042 A002606	10:CONDOMINIUMS	DRIZLIKH NIMROD E	383	COMMERCIAL ST	777,100	$831
042 A002607	10:CONDOMINIUMS	COSTELLO KARIN F &	383	COMMERCIAL ST	1,610,700	$1,723
042 A002608	10:CONDOMINIUMS	SIMON GRANT F &	383	COMMERCIAL ST	718,900	$769
042 A002609	10:CONDOMINIUMS	TROCKMAN JEFFREY N TRUSTEE	383	COMMERCIAL ST	1,933,300	$2,069
042 A002610	10:CONDOMINIUMS	SCHEINDEL MARILYS C &	383	COMMERCIAL ST	1,525,100	$1,632
042 A002611	10:CONDOMINIUMS	HEARST JUDITH S TRUSTEE	383	COMMERCIAL ST	2,952,000	$3,159
042 A002701	10:CONDOMINIUMS	ARROW-YASKO AMY S	383	COMMERCIAL ST	3,439,500	$3,680
042 A002702	10:CONDOMINIUMS	WILLIAMS WAYNE COLBY &	383	COMMERCIAL ST	2,624,800	$2,809
042 A002704	10:CONDOMINIUMS	CAIAZZO GREG &	383	COMMERCIAL ST	2,612,500	$2,795
042 A002705	10:CONDOMINIUMS	CRAWFORD MARK G &	383	COMMERCIAL ST	1,954,200	$2,091
042 A002706	10:CONDOMINIUMS	SNELL EUGENE BRYAN &	383	COMMERCIAL ST	3,497,300	$3,742
042 A003147	20:COMMERCIAL CONDOS	FROHLICH LLC	387	COMMERCIAL ST	418,700	$448
042 A003148	20:COMMERCIAL CONDOS	DPD LOT 3 LLC	387	COMMERCIAL ST	684,500	$732

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
042 A003149	20:COMMERCIAL CONDOS	383 COMMERCIAL ST LLC	387	COMMERCIAL ST	599,000	$641
042 A003150	20:COMMERCIAL CONDOS	GEM LOUNGE LLC	387	COMMERCIAL ST	915,100	$979
042 A003151	20:COMMERCIAL CONDOS	DPD LOT 3 LLC	387	COMMERCIAL ST	186,400	$199
042 A003205	10:CONDOMINIUMS	GOLDMAN ROBERT DAVID &	387	COMMERCIAL ST	881,900	$944
042 A003206	10:CONDOMINIUMS	DAROS DENNIS J &	387	COMMERCIAL ST	767,400	$821
042 A003207	10:CONDOMINIUMS	AN CUONG QUOC &	387	COMMERCIAL ST	813,100	$870
042 A003208	10:CONDOMINIUMS	BRUCE ELIZABETH B	387	COMMERCIAL ST	924,300	$989
042 A003209	10:CONDOMINIUMS	MCCOY MADELEINE RENA &	387	COMMERCIAL ST	765,000	$819
042 A003322	10:CONDOMINIUMS	LILLY JOHN R TRUSTEE	387	COMMERCIAL ST	1,491,300	$1,596
042 A003323	10:CONDOMINIUMS	DILLON WILLIAM M &	387	COMMERCIAL ST	911,900	$976
042 A003324	10:CONDOMINIUMS	FERRANTE MICHAEL A TRUSTEE	387	COMMERCIAL ST	1,018,800	$1,090
042 A003325	10:CONDOMINIUMS	CAROVANO - RE LLC	387	COMMERCIAL ST	972,200	$1,040
042 A003326	10:CONDOMINIUMS	LANDA DAVID TRUSTEE	387	COMMERCIAL ST	1,009,300	$1,080
042 A003327	10:CONDOMINIUMS	VLSCHOS JAMES T &	387	COMMERCIAL ST	1,462,100	$1,564
042 A003328	10:CONDOMINIUMS	NEWBAUER ALAN K &	387	COMMERCIAL ST	587,100	$628
042 A003329	10:CONDOMINIUMS	SKELLY ABIGAIL M &	387	COMMERCIAL ST	525,800	$563
042 A003330	10:CONDOMINIUMS	CARON DIA J TRUSTEE	387	COMMERCIAL ST	1,221,800	$1,307
042 A003331	10:CONDOMINIUMS	CYMERMAN BARRY &	387	COMMERCIAL ST	952,500	$1,019
042 A003332	10:CONDOMINIUMS	LANDRY GAIL	387	COMMERCIAL ST	607,800	$650
042 A003333	10:CONDOMINIUMS	VELGOS JUSTIN S &	387	COMMERCIAL ST	487,800	$522
042 A003334	10:CONDOMINIUMS	SALTZ ADAM &	387	COMMERCIAL ST	639,800	$685
042 A003335	10:CONDOMINIUMS	ALEXANDER LORI &	387	COMMERCIAL ST	980,000	$1,049
042 A003336	10:CONDOMINIUMS	SPRUCE POINT HOLDINGS LLC	387	COMMERCIAL ST	549,200	$588
042 A003337	10:CONDOMINIUMS	BRANDT JOHN ROBERT TRUSTEE	387	COMMERCIAL ST	823,900	$882
042 A003422	10:CONDOMINIUMS	THYSSEN CARIN H TRUSTEE	387	COMMERCIAL ST	1,242,800	$1,330
042 A003423	10:CONDOMINIUMS	DOWNES KENNETH R &	387	COMMERCIAL ST	1,033,300	$1,106
042 A003424	10:CONDOMINIUMS	CHANG POH YONG &	387	COMMERCIAL ST	1,018,800	$1,090
042 A003425	10:CONDOMINIUMS	BINDER VALERIE	387	COMMERCIAL ST	907,400	$971
042 A003426	10:CONDOMINIUMS	BRYAN SUZANNE G &	387	COMMERCIAL ST	1,009,300	$1,080
042 A003427	10:CONDOMINIUMS	BUTRANON SIRIPORN	387	COMMERCIAL ST	1,398,500	$1,496
042 A003428	10:CONDOMINIUMS	ANGELIQUE HOLLY	387	COMMERCIAL ST	681,300	$729

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
042 A003429	10:CONDOMINIUMS	TRAIN DANIEL E &	387	COMMERCIAL ST	725,100	$776
042 A003430	10:CONDOMINIUMS	JACKSON & JACKSON HOLDINGS LLC	387	COMMERCIAL ST	1,221,800	$1,307
042 A003431	10:CONDOMINIUMS	WRIGHT WILLIAM &	387	COMMERCIAL ST	1,058,300	$1,132
042 A003432	10:CONDOMINIUMS	WANDER PHILIP &	387	COMMERCIAL ST	701,300	$750
042 A003433	10:CONDOMINIUMS	CULLINA-BESSEY KATHLEEN M	387	COMMERCIAL ST	1,622,800	$1,736
042 A003434	10:CONDOMINIUMS	SANO EMIKO EMILY JOY &	387	COMMERCIAL ST	1,430,900	$1,531
042 A003435	10:CONDOMINIUMS	IRWIN WENDY J &	387	COMMERCIAL ST	704,800	$754
042 A003436	10:CONDOMINIUMS	GRAFF RICHARD PAUL &	387	COMMERCIAL ST	853,900	$914
042 A003522	10:CONDOMINIUMS	HEROLD ROBERT W &	387	COMMERCIAL ST	1,677,700	$1,795
042 A003523	10:CONDOMINIUMS	WAUGH DUANE W TRUSTEE	387	COMMERCIAL ST	1,054,000	$1,128
042 A003524	10:CONDOMINIUMS	STROPKAY SHARYL &	387	COMMERCIAL ST	1,358,400	$1,453
042 A003525	10:CONDOMINIUMS	HYDE CATHERINE STALEY	387	COMMERCIAL ST	992,200	$1,062
042 A003526	10:CONDOMINIUMS	DAVIS J STAIGE TRUSTEE	387	COMMERCIAL ST	1,009,300	$1,080
042 A003527	10:CONDOMINIUMS	DIDONATO PAUL J &	387	COMMERCIAL ST	1,525,700	$1,632
042 A003528	10:CONDOMINIUMS	O'NEIL TAMATHA S &	387	COMMERCIAL ST	706,300	$756
042 A003529	10:CONDOMINIUMS	HLC LLC	387	COMMERCIAL ST	700,100	$749
042 A003530	10:CONDOMINIUMS	TATEM ANN HILARY	387	COMMERCIAL ST	1,466,100	$1,569
042 A003531	10:CONDOMINIUMS	RIDGWAY VIRGINA &	387	COMMERCIAL ST	1,175,900	$1,258
042 A003532	10:CONDOMINIUMS	FACCADIO LISA A &	387	COMMERCIAL ST	748,100	$800
042 A003533	10:CONDOMINIUMS	NEWSTEAD GILLIAN &	387	COMMERCIAL ST	1,487,600	$1,592
042 A003534	10:CONDOMINIUMS	BEVINGTON JENNIFER TRUSTEE	387	COMMERCIAL ST	1,561,000	$1,670
042 A003535	10:CONDOMINIUMS	MAILLOUX REBECCA &	387	COMMERCIAL ST	755,200	$808
042 A003536	10:CONDOMINIUMS	MURPHY SUE B &	387	COMMERCIAL ST	988,700	$1,058
042 A003612	10:CONDOMINIUMS	FORD GEORGE W III &	387	COMMERCIAL ST	2,750,000	$2,943
042 A003613	10:CONDOMINIUMS	ROMAN WILLIAM E TRUSTEE	387	COMMERCIAL ST	2,173,100	$2,325
042 A003614	10:CONDOMINIUMS	POND WILLIAM A JR &	387	COMMERCIAL ST	1,883,400	$2,015
042 A003615	10:CONDOMINIUMS	THIIM MICHAEL &	387	COMMERCIAL ST	1,058,300	$1,132
042 A003616	10:CONDOMINIUMS	SIEGEL ASHLEY &	387	COMMERCIAL ST	780,500	$835
042 A003617	10:CONDOMINIUMS	WASHBURN JANICE C &	387	COMMERCIAL ST	1,555,200	$1,664
042 A003618	10:CONDOMINIUMS	AYER LOREN P &	387	COMMERCIAL ST	988,700	$1,058
042 A003707	10:CONDOMINIUMS	SCHEINDEL MARILYS C JTS ETAL	387	COMMERCIAL ST	2,519,800	$2,696

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
042 A003708	10:CONDOMINIUMS	LUNDQUIST BERTIL TRUSTEE	387	COMMERCIAL ST	1,516,300	$1,622
042 A003709	10:CONDOMINIUMS	PIETSCH NICH &	387	COMMERCIAL ST	1,650,100	$1,766
042 A003710	10:CONDOMINIUMS	DPD LOT 3 LLC	387	COMMERCIAL ST	1,885,300	$2,017
042 A003711	10:CONDOMINIUMS	SCHOLDER TARA &	387	COMMERCIAL ST	855,800	$916
042 A003712	10:CONDOMINIUMS	FORSGATE LANDING LLC	387	COMMERCIAL ST	1,406,500	$1,505
042 A007001	23:HOTEL & MOTEL	54 YORK LLC	54	YORK ST	2,902,700	$3,106
042 C001110	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001120	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001130	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C00114A	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C00114B	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C00114C	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C00114D	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001150	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001160	54:BENEVOLENT & CHARITABLE	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001170	54:BENEVOLENT & CHARITABLE	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C00118A	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C00118B	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001190	54:BENEVOLENT & CHARITABLE	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001210	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001310	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001320	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001330	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
042 C001CCL	55:LITERARY & SCIENTIFIC	GULF OF MAINE PROPERTIES INC	344	COMMERCIAL ST	-00	$0
045 A001001	27:MULTI-USE COMMERCIAL	A K LONGFELLOW LLC	660	CONGRESS ST	1,025,700	$1,097
045 A002001	27:MULTI-USE COMMERCIAL	RICE GEOFFREY I	656	CONGRESS ST	2,349,500	$2,514
045 A003001	27:MULTI-USE COMMERCIAL	638 CONGRESS STREET	638	CONGRESS ST	18,417,900	$19,707
045 A033001	15:5 TO 10 FAMILY	RANS LLC	177	STATE ST	1,113,300	$1,191
045 A034001	21:RETAIL SERVICES	RANS LLC	664	CONGRESS ST	1,039,600	$1,112
045 A035001	21:RETAIL SERVICES	LONGFELLOW SQUARE	670	CONGRESS ST	988,800	$1,058
046 C011001	27:MULTI-USE COMMERCIAL	RITA LINDA LLC	675	CONGRESS ST	798,900	$855

PARCEL ID	LAND USE	OWNER	STREET NO	LOCATION	NET ASSESSMENT	FEE AT $.00107
046 C012001	21:RETAIL SERVICES	DOUKAS ANDREW J	673	CONGRESS ST	425,000	$455
046 C013001	21:RETAIL SERVICES	DOUKAS ANDREW J &	671	CONGRESS ST	389,200	$416
046 C019001	27:MULTI-USE COMMERCIAL	REDFERN LONGFELLOW LLC	667	CONGRESS ST	28,814,400	$30,831
046 D008001	11:SINGLE FAMILY	WIEDERKEHR RYAN A	15	AVON ST	709,900	$760
046 D017001	53:RELIGIOUS	WILLISTON-IMMANUEL UNITED CHURCH	156	HIGH ST	-00	$0
046 D018001	21:RETAIL SERVICES	RICE GEOFFREY TRUSTEE	653	CONGRESS ST	508,700	$544
046 D021001	27:MULTI-USE COMMERCIAL	TRELAWNY 657 LLC	655	CONGRESS ST	14,848,900	$15,888
046 D022001	27:MULTI-USE COMMERCIAL	GASTONIA LLC	645	CONGRESS ST	10,164,500	$10,876
046 D026001	27:MULTI-USE COMMERCIAL	BURNHAM ARMS LLC	633	CONGRESS ST	6,458,400	$6,910
046 D028001	21:RETAIL SERVICES	BURNHAM ARMS ANNEX LLC	625	CONGRESS ST	960,800	$1,028
046 D029001	22:OFFICE BUSINESS	BAXTER BUILDING LLC	619	CONGRESS ST	5,630,900	$6,025
046 D031001	22:OFFICE BUSINESS	CROSTONE PORTLAND LLC	142	HIGH ST	5,912,300	$6,326
055 E037001	27:MULTI-USE COMMERCIAL	HUCKSTER'S ROW PROPERTIES LLC	190	STATE ST	1,497,900	$1,603
055 E039001	27:MULTI-USE COMMERCIAL	LONGFELLOW SQUARE	188	STATE ST	2,160,700	$2,312
444 A001001	56:GOVERNMENTAL	CITY OF PORTLAND	54	COMMERCIAL ST	-00	$0
444 A00500A	56:GOVERNMENTAL	CITY OF PORTLAND	46	COMMERCIAL ST	-00	$0
444 A00500B	20:COMMERCIAL CONDOS	CASCO BAY MHR LLC	46	COMMERCIAL ST	7,280,000	$7,790
444 A011001	58:LAND BANKS	CITY OF PORTLAND	54	COMMERCIAL ST	-00	$0
				TOTALS:	**2,275,014,890**	**$2,434,266**

MEMORANDUM
City Council Agenda Item

FROM:

DATE: May 15, 2026

SUBJECT: Order 236-25/26 Order Approving the Agreement Between the City of Portland and Portland Downtown For Fiscal Year 2026-2027 - Sponsored by the Finance Committee, April Fournier, Chair

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 **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: No

PRESENTATION:

I. SUMMARY

II. AGENDA DESCRIPTION

This is a companion item to the above Order.

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 - Approving Agreement with Portland Downtown for FY27
2. FY2027 Agreement for CC 6-1-2026 Mtg

Prepared by:
Date: 05/15/2026

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 AGREEMENT BETWEEN THE CITY OF PORTLAND AND PORTLAND DOWNTOWN FOR FISCAL YEAR 2026-2027

ORDERED, that the Agreement between the City of Portland and the Downtown Improvement District, Inc. doing business as Portland Downtown is hereby approved; and

BE IT FURTHER ORDERED, that the City Manager or designee is hereby authorized to enter into said Agreement in substantially in the form attached and any other documents necessary to effect the intent of this order, and to carry out the Development Plan for the Downtown Improvement District for the period from and after its Effective Date and ending June 30, 2027.

AGREEMENT BETWEEN
THE CITY OF PORTLAND
AND
DOWNTOWN IMPROVEMENT DISTRICT, INC.
d/b/a PORTLAND DOWNTOWN

AGREEMENT made as of the 1st day of July, 2026, (the "Effective Date") by and between the **CITY OF PORTLAND**, a municipal corporation of the State of Maine, (the "**City**") and **DOWNTOWN IMPROVEMENT DISTRICT, INC., d/b/a PORTLAND DOWNTOWN**, a Maine non-profit corporation, having its office and place of business at Portland, Maine (''**Portland Downtown**" or "**PD")**.

WHEREAS, by Council Orders 306-91/92 dated March 16, 1992, 185-94/95 dated February 22, 1995, 158-03/04 dated March 1, 2004, and 242-18/19 dated June 18, 2018, the City has approved an economic development district designated as the "Downtown Improvement District" (hereinafter, the "District"), a description and map of which are attached hereto as Exhibits A and B respectively and incorporated herein; and

WHEREAS, in 1992 the private sector formed an independent, non-profit corporation that has since managed Portland Downtown in fulfilling its mission, which includes, in part, the administration of the provision of supplemental services to the District, as described herein; and

WHEREAS, Portland Downtown is in need of services within the District which supplement the baseline services provided by the City ("Supplemental Services") and the City is willing to provide Supplemental Services pursuant to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the covenants herein contained, the parties hereto mutually agree as follows:

ARTICLE I. Term

a. The term of this Agreement shall commence on the Effective Date and expire on June 30, 2027 (the "Term").

ARTICLE II. Financial Considerations

a. The City will levy development district assessments ("Development District Assessments") on property in the District as authorized by the City Council and permitted by law. City-owned property, as well as property which is tax exempt under Maine law, shall not be assessed by the City.

b. For the period commencing on the Effective Date and ending June 30, 2027, the City will pay Portland Downtown in monthly installments, to reflect the Development Plan budget net of the all-inclusive administrative fee defined below. Installment payments will be made on the 1st of each month beginning July 2026 through and including June 1, 2027. Portland Downtown agrees to an all-inclusive administrative fee, defined as direct and indirect costs, of Nineteen Thousand Three Hundred Dollars ($19,300.00). The active tax roll for the Improvement District will be provided to Portland Downtown no later than November 1 each year.

c. Notwithstanding the foregoing, Portland Downtown agrees that it will neither encumber funds which it anticipates receiving from development district assessments nor incur expenditures in anticipation of receipt of such funds except in accord with the line items in the budget attached hereto as Exhibit C, or any subsequent amendments thereto approved by the City.

d. Portland Downtown has approved Portland Downtown's budget and Development Program in Exhibit C, covering the period beginning on July 1, 2026, and ending on June 30, 2027, and the City Council has approved the special assessment mil rate that provides funding to support the Portland Downtown's budget and Development Program.

e. Portland Downtown will provide the Director of Finance with an annual certified financial statement, including, but not limited to, a statement of its cash position. At a minimum, the statement shall list all income and expenses, and shall be provided to the Finance Director within six (6) months after the fiscal year ends.

f. Portland Downtown shall have reasonable access to the City's assessment collection records, and the City shall have reasonable access to Portland Downtown's books and records.

Article III. Baseline Services To be Provided By City

a. The City will provide, at no expense to Portland Downtown, all of the services included on the list entitled Baseline City Services that is attached hereto as Exhibit D and made a part hereof (the "Baseline City Services"). The specific nature and amount of such Baseline City Services shall be determined in the City's reasonable discretion.

b. The City may reduce the Baseline City Services at its discretion at any time, but only as part of a City-wide reduction in such services. The City will provide thirty (30) days notice in advance of any Citywide reduction

Article IV. Supplemental Downtown District Services To Be Provided By City For A Fee

a. The City will provide all of the services included on the list entitled Supplemental Downtown District Services that is attached hereto as Exhibit E and made a part hereof. In consideration of the City's provision of the Supplemental Downtown District Services, Portland Downtown shall pay the City the total amount set forth in Exhibit F, Public Works Budget, in equal monthly installments during the term of this Agreement.

b. The City shall endeavor to assign the following City staff (the "City Downtown Staff") to perform the Supplemental Downtown District Services weekly during the term of this Agreement:

   1 Public Works Supervisor – Daytime
   1 Public Works Foreperson - Daytime
   1 Portland Downtown Steward – Daytime
   5 Maintenance Workers – 5 Daytime
   1 Seasonal Laborer, April 15 – October 31 - Days

   The City Downtown Staff shall either be employees of or contractors for the City and shall not be considered to be employees of Portland Downtown. The City reserves the right to increase or decrease the number of City Downtown Staff and to change their hours and schedules if it determines that such increase or decrease is in the City's best interests, provided that any decrease in such staff shall not result in a material decrease in the Supplemental Downtown District Services. The City will provide thirty (30) days notice to Portland Downtown in advance of any decrease/change.

c. The City's Public Works Director and/or designee (the "City Director") and Portland Downtown's Executive Director and/or designee (the "PD Director") agree to meet and communicate on a monthly basis with meeting agendas to ensure quality control in service delivery is meeting expectations and to share updated information on service activities, programs and projects.

d. Portland Downtown and City Manager will meet annually on or around April of each year to discuss prioritization of larger projects within the District generally included in baseline services or CIP and managed by other City teams or departments. These include, but are not limited to, major sidewalk repairs, tree well rehabilitation, landscape installations and other reconstruction projects.

e. In the event Portland Downtown requests services from City in addition to those included herein, City shall have the option, in its sole discretion, to provide such services with payment to be made by Portland Downtown for any such services on a time and materials basis, or such other basis as the parties may agree in writing. The budget for additional services must be agreed to in advance by the parties. "Time" as used herein shall mean all of the City's employee costs, i.e. hourly wages or salary, and "materials"

as used herein shall mean the actual cost to the City of equipment, materials and/or supplies provided or used in connection with such services, with no additional markup. In such cases the City shall provide a detailed and itemized invoice of the individuals providing the service, the time spent by the individuals and the volume and unit cost of materials expended.

f. It is understood and agreed by the parties that City will adopt an expenditure budget, Exhibit F, which shall be provided to Portland Downtown for preliminary review no later than March 20, 2025, and which will include the cost of the Supplemental Downtown District Services, and that the City will adopt a revenue budget that will provide for the reimbursement of such costs by Portland Downtown as provided hereunder. In the event that either Portland Downtown or the City anticipates that there will be insufficient revenues to pay for such Supplemental Downtown District Services, said party will notify the other party of the anticipated shortfall, and the parties agree to meet promptly and confer to modify the level of Supplemental Downtown District Services that the City is able to provide. It shall be the responsibility of PD to notify City as soon as reasonably possible if such Supplemental Downtown District Services need to be modified or adjusted for anticipated revenue shortfalls or modifications. In the event of a revenue shortfall, the City will have no obligation to provide Supplemental Downtown District Services in excess of PD funds available to reimburse City. The City will have the right, but not the obligation, to continue to provide such Supplemental Downtown District Services to the extent provided in the City budget even in the event of a revenue shortfall. The parties agree to memorialize in writing any changes in the monthly payments due under this Agreement.

g. In addition to any required City work uniforms, City Downtown Staff will wear vests already purchased by the City, which include the Portland Downtown logo.

h. Prior to any discussion of modifying, adjusting or terminating this Agreement, Portland Downtown shall invite the City Manager or their designee to a meeting of the Board to discuss such contemplated modification, adjustment or termination.

Article V. Services To Be Provided By Portland Downtown.

a. Except for the Supplemental Services, which shall be provided by the City and paid for by Portland Downtown in accordance with Article IV, Portland Downtown, shall provide the services described in Exhibit C, Portland Downtown's Budget and Development Plan.
b. In addition to the services described in Exhibit C, Portland Downtown may, at its own expense:

    i. Provide staff and administrative services for supervision of the daily activities and

public space management of the District.

ii. Establish positions for administration and management of its programs;
iii. Recruit, hire, and pay and otherwise supervise its workforce necessary such that it can successfully fulfill its responsibilities.
iv. Establish a corporate Board of Directors whose members fairly represent a cross section of taxpayers in the District.
v. Establish a mechanism for resolving any dispute to the kind and level of services which may arise between Portland Downtown and persons subject to development district assessments regarding the kind and level of services provided by Portland Downtown. As such time, a dispute cannot be resolved the City Manager will be notified.
vi. Provide liaison between the City, the District, property owners, civic groups, interested persons, and other groups and individuals, as necessary to carry out the mission of the Portland Downtown.
vii. Maintain all minutes and records of Portland Downtown proceedings as may be required.
viii. Participate in decoration, activation, and beautification of public places in the District.
ix. Sponsor and promote public events to take place on or in public places in the District, subject to the provisions in Exhibit E.
x. Provide advice or feedback to City staff about proposed events in public spaces within the District by sharing various permits the City approves in the District.
xi. Advertise and promote non-profit, cultural, educational and commercial business activities in the District.
xii. Maintain existing pedestrian wayfinding signage for the District in accordance with applicable City codes and ordinances.
xiii. Conduct public relations, generating favorable publicity for, and enhancing economic growth in, the District.
xiv. Facilitate management of the Visitor Information Booth in Tommy's Park.
xv. Engage in partnerships with other organizations to provide programs and services.
xvi. Install pole banners in the District, provided that Portland Downtown shall obtain the consent of the City's Director of Parks, Recreation and Facilities, or his or her designee, in consultation with Public Works crew, prior to the installation of any banners.
xvii. Monitor performance of City Downtown Staff through specific PD access to "See, Click, Fix" software. PD may also track and evaluate outcomes to ensure alignment with this Agreement. Data will be reported to the City's Director of Public Works by PD's staff during the monthly meeting as designated in Article IV, Section c.

Nothing in this Agreement is intended to or shall be construed to limit Portland Downtown's general powers, as set forth in the Maine Nonprofit Corporation Act, Title 13-B of the Maine Revised Statutes Annotated.

ARTICLE VI. Termination.

a. This Agreement may be terminated by either party for good cause. Good cause shall be deemed to be found by the City at such time as Portland Downtown's performance under this Agreement has been determined in the exclusive judgment of the City Manager to be unsatisfactory, which determination shall not be unreasonable.

b. If Portland Downtown should fail to perform any material covenant, obligation or agreement hereunder for a period of thirty (30) days after written notice from the City Manager specifying such failure, then, upon expiration of the thirty (30) day period, the City Manager may provide Portland Downtown with notice of their intention to terminate the Agreement as provided herein. Portland Downtown shall have a ninety (90) day period, computed from the date of receipt of the notice of intent to terminate, within which to provide satisfactory service. In the event the City Manager should determine, at the expiration of the ninety (90) day period, that Portland Downtown's performance is still unsatisfactory and declare that the Agreement is terminated, the City Manager shall provide Portland Downtown with a written notice of termination. Portland Downtown shall have the right to appeal their decision to the City Council. PD shall file such appeal with the City Manager within seven (7) business days from the date Portland Downtown receives the notice of termination. The terms and conditions of this Agreement shall remain in full force and effect and binding on both parties until the City Council has acted on the appeal.

c. Portland Downtown shall be deemed to have good cause to terminate this Agreement if (i) the City, pursuant to the provisions of Article II, should reduce its anticipated payments by more than 20% of the amount it would otherwise have paid during the periods from the Effective Date to December 31, 2026, and January 1, 2027 to June 30, 2027; (ii) if the City should be more than 30 days in arrears in any payment due hereunder; or (iii) the City should fail to provide the Supplemental Downtown District Services in a material and substantial way. In the event Portland Downtown should have "good cause" to terminate this Agreement, its relief shall be limited solely to termination of this Agreement, and it shall not be entitled to damages of any kind nor to equitable relief.

d. Nothing herein shall be construed as giving Portland Downtown the right to perform the work contemplated under this Agreement beyond the time when Portland Downtown's services become unsatisfactory as determined by the City Manager, following the ninety (90) day notice period, or, in the event of an appeal, beyond the time the City Council has affirmed the City Manager's decision. In case Portland Downtown should be discharged before all the services contemplated hereunder have been completed, or the services for any reason should be stopped, either because of the expiration of the term hereof or because of the inability of Portland Downtown to fulfill its obligations under this Agreement, Portland Downtown shall be reimbursed for all services satisfactorily performed to the date of termination in accordance with Article II hereof. After notice of termination and completion of the appeal process, Portland Downtown shall:

1. With respect to existing activities, take only such actions as the City Manager shall direct;
2. Upon City's request, assign to the City in the manner, at the times and only to the extent the City, acting by and through its City Manager, may direct it to do so, all the rights, title and interest of Portland Downtown in and to all existing orders and agreements.
3. To the extent rights, title and interests of Portland Downtown in and to existing orders and agreements may be assigned to the City and accepted by it; obligations incurred on or after such assignment will be assumed by the City. Otherwise, Portland Downtown shall settle all outstanding liabilities and all claims arising out of any terminated orders or agreements.
4. Deliver to the City, in the manner, at the times and to the extent directed by the City Manager, all documents and data produced by Portland Downtown as part of or in connection with the work.

e. Either party may terminate or modify this Agreement in the event of a budget shortfall upon no less than Sixty (60) days prior written notice to the other party.

f. In the event Supplemental Downtown District Services are terminated for any reason by either party, it shall be in City's discretion as to whether it will continue or resume providing such Supplemental Downtown District Services.

ARTICLE VII. Assignment

Portland Downtown covenants and agrees that it will neither assign nor transfer any rights hereunder, either in whole or in part, without first obtaining the prior written consent of the City.

ARTICLE VIII. Performance of Services

All services performed under this Agreement shall be performed in a good, workmanlike fashion.

ARTICLE IX. Compliance with Law

Portland Downtown will comply with all applicable provisions of Federal, State, and local law, including, but not limited to, the Civil Rights Act of 1964, in its performance under this Agreement. Portland Downtown shall include a similar provision in each of its subcontracts.

ARTICLE X. Indemnification

a. Portland Downtown shall, at its own cost and expense, defend, indemnify, and hold harmless the City, its officers, agents, and employees, from and against the following:

1. to the fullest extent permitted by law, Portland Downtown shall defend, indemnify and hold harmless the City, its officers and employees, from and against all claims, damages, losses, and expenses, just or unjust, including but not limited to costs of defense, including attorney's fees, arising out of or resulting from the performance of this Agreement, provided that any such claims, damage, loss or expense is (1) attributable to bodily injury, sickness, disease, or death, or injury to or destruction of tangible property, including the loss or use thereof; and (2) is caused in whole or in part by any negligent act or omission of Portland Downtown, anyone directly or indirectly employed by it, or anyone for whose act it may be liable;

2. all claims and liens of Portland Downtown's consultants, subcontractors, and their laborers, mechanics, material, and/or suppliers. Such obligation shall not be construed either to negate or abridge any other obligation of indemnification, and shall not be limited by any provision for insurance contained in this Agreement.

3. Notwithstanding the foregoing, nothing herein shall be construed as waiving or otherwise voiding the City's right to all protections under the Maine Tort Claims Act, 14 M.R.S. §§ 8101 et. seq., as the same may be amended from time to time.

ARTICLE XI. Insurance

a. Neither Portland Downtown nor any of its subcontractors shall commence work under this Agreement until they have provided the insurance coverage required by this Agreement and such coverage has been approved by the City.

b. Prior to the execution of this Agreement, the Portland Downtown 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 for any Portland Downtown owned vehicles 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

Portland Downtown 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, the Portland Downtown 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. Portland Downtown 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, Portland Downtown shall provide CITY with a complete copy of any of the above-referenced policies. Portland Downtown 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 Portland Downtown's Certificate of Insurance or other evidence of insurance shall not be construed as a waiver of the Portland Downtown's obligation to obtain and maintain such insurance as required by this agreement. If the Portland Downtown 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 Portland Downtown.

Article XII. No Joint Venture; Independent Contractors

a. Nothing contained in this Agreement will constitute or be construed to be or create a partnership or joint venture between the parties or any of their respective officers, directors, employees, affiliates, successors or assigns. The parties understand and agree that this Agreement does not make either of them an agent or legal representative of the other for any purpose whatsoever. No party is granted, by this Agreement or otherwise, any right or authority to assume or create any obligation or responsibilities, express or implied, on behalf of or in the name of any other party, or to bind any other party in any manner whatsoever.

b. Each party will secure, at its own expense, all personnel, materials, and equipment required to perform its obligations under this Agreement. Each party, in accordance with its status as an independent contractor, covenants and agrees that its employees shall be regarded for all legal and tax purposes as its own employees during the term of this Agreement, and each party shall govern and supervise the work of its own employees. Each party shall discharge

all applicable obligations imposed upon employers under the law, including without limitation payment of wages, social security taxes, withholding taxes, unemployment taxes and worker's compensation. Both parties' employees shall not be considered employees of the other party for any purpose and shall not be entitled to any retirement benefits, social security benefits, unemployment benefits, group health or life insurance, vacation, personal, or sick leave, worker's compensation, or any other similar benefits ("Employment Benefits") from the other party. Each party further covenants and agrees that its employees will conduct themselves consistent with such status, that they will neither hold themselves out as, nor claim to be, officers or employees of the other party by reason of this Agreement, and that its employees will not, by reason of this Agreement, make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the other party, including but not limited to the Employment Benefits.

c. Nothing in this Agreement is intended to or does prohibit Portland Downtown or the City from entering into any other contractual relationship with each other or any third party.

Signature page follows.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the ___ day of _____, 2026.

WITNESS

_____

CITY OF PORTLAND

By:_____
Danielle P. West
Its City Manager

WITNESS

_____

DOWNTOWN IMPROVEMENT DISTRICT, INC.
d/b/a PORTLAND DOWNTOWN

By:_____
Dawn Homa
Its Board Chair

Approved as to Form:

_____
City Corporation Counsel

Approved as to Funds:

_____
City Finance Department


Portland
Downtown District
Boundary Map
June 18, 2018
EXHIBIT A
N
0
500
1,000
2,000
Feet
Legend
Portland Downtown District a/o 7/1/2018
FRANKLIN ST
NEWBURY ST W
EXCHANGE ST
FEDERAL ST
FEDERAL ST W
PEARL ST
MYRTLE ST
CHESTNUT ST
ELM ST
TEMPLE ST
MONUMENT SQ
MONUMENT WAY
CITY CENTER
LANCASTER LN
BROWN ST
CROSS ST N
UNNAMED
PORTLAND SQ
UNION ST
CANAL PLZ
PATON CT
SILVER ST
MARKET ST
MILK ST
CUSTOM HOUSE ST
GOLD ST
MOULTON ST
DANA ST
WHARF ST
CIVIC CENTER SQ
COTTON ST
SPRING ST
SOUTH ST
CROSS ST S
CENTER ST
DANFORTH ST
COMMERCIAL ST
MARLE ST
PLEASANT ST
CONGRESS SQ
FREE ST
OAK ST
CONGRESS ST
LONGFELLOW SQ
PARK ST
SPRING ST PL
VERNON PL
AVON ST
DEERING ST PL
HENRY ST
AVON PL
DEERING ST
CUMBERLAND AVE
SHERMAN ST
GRANT ST
PARK AVE
DEERING AVE
STATE ST
HIGH ST
BRACKETT ST
PREBLE ST
OXFORD ST
ALDER ST
LANCASTER ST W
MECHANIC PL
MECHANIC ST
PARRIS ST
PORTLAND ST
DELAND CT
SHIRLEY ST
CASCO ST
TOLMAN PL
HILBORN CT
MARGINAL WAY
HANOVER ST
SOMERSET ST
KENNEBEC ST
LANCASTER ST
WILMOT ST
HALE CT
CHAPEL ST
STONE ST
CEDAR ST
BOYD ST
LOCUST ST
SMITH ST
INDIA ST
FEDERAL ST E
HAMPSHIRE ST
MIDDLE ST
FORE ST
MOUNTFORT ST
NEWBURY ST
MUNJOY SOUTH
HANCOCK ST
THAMES ST
OCEAN GATEWAY PIER
MAINE STATE PIER
MAINE WHARF
CUSTOM HOUSE WHARF
PORTLAND PIER
LONG WHARF
WIDGERY'S WHARF
CHANDLER'S WHARF
UNION WHARF
PORTLAND FISH PIER
WRIGHT'S WHARF
HOBSON'S WHARF
BERLIN MILLS WHARF
STURDIVANT'S WHARF
HOLYOKE WHARF
DEAKE'S WHARF
INTERNATIONAL MARINE TERMINAL RD
CASCO BAY BRIDGE
HIGH ST CT
YORK ST
STRATTON PL
WYE ST
STETSON CT
GUILFORD CT
WINTER ST
JOY PL
PINE ST
HORTON PL
DOW ST
WALKER ST
TROWBRIDGE PL
MACLELLAN RD
DEERINGS LN
DOUGLAS LN
MELLEN ST
BRAMHALL PL
BRAMHALL ST
HILLCREST ST
RUSSELL ST
ELLSWORTH ST
VAUGHAN ST
MARSHALL ST
CARLETON ST
HOULTON ST
BLYTHE CT
WEST ST
CLARK ST
LEWIS ST
CUSHMAN ST
EMERY ST
THOMAS ST
SPRUCE ST
CARROLL ST
DERWOOT CT
GRAY ST
TYNG ST
TATE ST
HAMLIN CT
MAY ST
SALEM ST
SUMNER ST
DANFORTH PL
BRIGGS ST
TAYLOR ST
NEAL ST
ALLEY
CLIFFORD ST
BOWDOIN ST
STOWELL ST
GRAYHURST PARK
ORANGE ST
BOND ST
SCHOOL ST
BEACH ST

Docusign Envelope ID: D7E5C211-A903-4E05-B552-FAD3E71ECB3C

The following is a description of the boundary of Portland Downtown as of July 1, 2018:

Beginning at the intersection of the easterly side of State Street and the northerly side of Congress Street;

Thence easterly along the northerly side of Congress Street to the southwesterly side of High Street;

Thence northwesterly along the southwesterly side of High Street to the southerly side of Deering Street;

Thence northeasterly perpendicular to and crossing High Street to the northeasterly side of High Street;

Thence northwesterly along the northeasterly side of High Street to the southeasterly side of Cumberland Avenue;

Thence northeasterly along the southeasterly side of Cumberland Avenue to the southwesterly side of Franklin Street;

Thence southeasterly along the southwesterly side of Franklin Street to the northwesterly side of Commercial Street;

Thence easterly and diagonally across Commercial Street to the intersection of the southeasterly side of Commercial Street with the northeasterly boundary line of the Maine State Pier;

Thence southwesterly along the southeasterly side of Commercial Street to its intersection with the northeasterly side of the road to Wright’s Wharf;

Thence northwesterly perpendicular to and crossing Commercial Street to the northwesterly side of Commercial Street;

Thence southwesterly along the northwesterly side of Commercial Street to the northeasterly side of High Street;

Thence northwesterly along the northeasterly side of High Street to the northwesterly side of Spring Street;

Thence southwesterly along the northwesterly side of Spring Street to the northeasterly side of Park Street;

Docusign Envelope ID: D7E5C211-A903-4E05-B552-FAD3E71ECB3C

Thence northwesterly along the northeasterly side of Park Street to the southerly side of Congress Street;

Thence westerly along the southerly side of Congress Street to the easterly side of State Street;

Thence northerly along the easterly side of State Street to the northerly side of Congress Street and the Point of Beginning.

Meaning and intending to include all parcels fronting on the streets and contained within the perimeter of the figure as described.

All as shown on a map dated 6/18/2018 entitled Portland Downtown District Boundary Map on file in the City of Portland's Assessor Office and the Economic Development Office. Any inconsistencies between this description and the boundary map shall be controlled by the boundary map.

EXHIBIT C

Portland Downtown FY2027 Budget

Income	
ASSESSMENT REVENUE	2,429,122.46
CONTRIBUTIONS INCOME	1,500.00
EVENT INCOME	
DOWNTOWN WORK APPR DAY (DWAD)	10,000.00
LIGHT UP YOUR HOLIDAY INCOME	
TREE LIGHTING SPONSORSHIPS	16,000.00
Total LIGHT UP YOUR HOLIDAY INCOME	**$16,000.00**
POLICE AWARDS BREAKFAST	8,500.00
Total EVENT INCOME	**$34,500.00**
INTEREST INCOME	3,600.00
MURAL INCOME	15,000.00
P&W INCOME	3,800.00
Total Income	**$2,487,522.46**
Expenses	
CLEAN INITIATIVES	
ALLEYWAY ACTIVATION EXPENSE	275.63
CLEAN & SAFE EXPERIENCE	5,292.00
FIXED FEE FOR DID ADMIN	23,400.00
PUBLIC ART	28,997.19
PUBLIC RESTROOM MAINTENANCE, ETC	36,750.00
REPAIRS & IMPROVEMENTS	5,490.45
PUBLIC WORKS SUPPLEMENTAL SERVICES CONTRACT	647,482.50
Total CLEAN INITIATIVES	**$ 747,687.77**
DAYS / EVENTS	**$ 25,075.00**
EMPLOYEE COSTS	**$ 546,018.97**
INSURANCE	**$ 5,775.00**
LIGHT UP YOUR HOLIDAY EXPENSES	**$ 34,400.00**
MARKETING	**$ 41,355.00**
OPERATIONS COSTS	**$ 61,552.00**
ORGANIZATIONAL ACTIVITIES	**$ 30,000.00**
PROFESSIONAL FEES	**$ 8,900.00**
PROGRAMS AND PARTNERSHIPS	
AMBASSADORS	775,842.63
BEHAVIORAL HEALTH	10,000.00
CAMERA PROGRAM	1,000.00
COMMONSPACE	5,000.00
MILESTONE HOMETEAM	10,000.00
WINTER LIGHTS	110,000.00
Total PROGRAMS AND PARTNERSHIPS	**$ 911,842.63**
RENT AND UTILITIES	**$ 19,166.09**
SPACE ACTIVATION	**$ 55,750.00**
Total Expenses	**$ 2,487,522.46**

EXHIBIT D

BASELINE CITY SERVICES

(To be provided City-wide by the City at no cost to Portland Downtown)

Capital Improvements and Maintenance

- Streetscape Amenity Maintenance - The City will repair and correct any defects, deficiencies or problems in the district as necessary. Items of focus include light and utility poles, sidewalks, curbstones, trash cans, signs, crosswalk markings, traffic signals, tree wells, planters, benches, trees, kiosks, shelters, bollards, and any other amenity that is now or at some point in the future may be installed. All repairs, etc., will take place within a reasonable time after notice of need.
- Sidewalks - To the extent it is funded, the City will undertake an on-going sidewalk maintenance program to repair existing sidewalks and replace bituminous repairs with permanent repairs.
- Lighting, maintenance, and replacement of all street lights and traffic signals and payment for necessary electrical energy.
- Parks, playgrounds, and trails.

Beautification

- Horticulture and tree care in parks, squares and streets.
    - In all public areas, the City will maintain and improve the condition of flowerbeds, trees, tree wells, bushes, plantings and other like horticultural amenities. Such activities shall include the initial planting, timely and appropriate maintenance, preventative and otherwise, and expeditious replacement of any damaged, destroyed or diseased horticultural products, including grass, flowers, and trees.
- Green space maintenance.
    - The City shall maintain and mow all public grassed areas.
- Holiday Decorations. The City will install and remove downtown Holiday decorations throughout the District to include Holiday trees at Monument Square and City Hall Plaza, and provide for electrical energy related costs. This paragraph does not include installation or removal of, or any costs associated with, any of Pandora Lacasse's Winter Lights, which shall be installed and removed at Portland Downtown's sole expense.

Cleanliness

- Street sweeping - All streets or parts thereof included in the downtown improvement district zone will be swept from curb line to curb line on an as needed basis.
- Trash removal – Daily and when necessary emptying of all trash and recycling receptacles in the downtown improvement district zone and disposal of resulting waste.
- Street snow plowing and removal - The City will plow and remove snow as necessary from all streets and parts thereof in the downtown improvement district zone.

- Graffiti removal on public property.
- Downtown Blitz - This is a two-week program for time duration. Each year the City shall undertake a dedicated effort to repair, repaint, replace and correct any defects, deficiencies or problems in the district. Items of focus shall include light and utility poles, sidewalks, curbstones, trash cans, benches, signs, crosswalk markings, traffic signals, tree wells, planters, benches, trees, kiosks, shelters, bollards, and any other amenity that is now or at some point in the future may be installed. This program will be undertaken as early as possible each Spring and conclude as rapidly as possible. Performance of some activities, i.e. painting, will take place annually as conditions permit. Major capital activity or the reconstruction and/or repair of significant infrastructure (street paving, sewer work, etc.) would not be considered part of this blitz program.

Safety

- Police protection.
    - A minimum of 4 uniformed patrol officers will intersect all or part of the downtown improvement district area. The actual number of officers will vary depending upon time of day and day of week. During periods when calls for service are typically at their peak, the number of officers assigned will increase significantly, for example during weekend evenings and the summer months. This increase will include foot and bicycle patrols. Officers will be supported with additional personnel (supervisors, detectives, evidence technicians) as necessary.
    - As long as the Community Policing Officer Program is in effect, at least one Community Police Officer will be assigned to the Downtown Improvement District area.
    - Holiday Patrol—from the Friday following Thanksgiving to New Year's Day, patrol efforts will be supplemented by use of a foot patrol. The number of officers and hours of the assignment is dependent upon staffing levels.
- Fire protection.

EXHIBIT E

SUPPLEMENTAL DOWNTOWN DISTRICT SERVICES

(To be provided in the District by City at an annual fixed fee)

Cleanliness, Maintenance, Snow Removal

- Litter patrol, collection, and disposal on streets, sidewalks, tree wells and public areas within the District.
- Graffiti removal from City property within 5 days of notification.
- Removal of posters from PD poster boards.
- Check condition, catalog, and if necessary paint or clean all public furniture and fixtures twice a year, at minimum. Furniture and fixtures shall include (but not be limited to) the following items:
    - Benches;
    - Trash/recycling receptacles;
    - Light pole bases; and,
    - Planters.
- Sidewalks will be cleaned on a daily basis, weather and season permitting.
- Sidewalk snow removal: All property owners in the District are responsible for maintaining their sidewalks and property in the winter pursuant to Portland City Code §§25-171 to 25-180. Following a snowstorm, the City will provide a clear walkway no less than the width of a sidewalk tractor's capability. To the extent reasonable, the City will clear the sidewalk area, but it is not the intent of the parties that the City will clear the snow from the full width of the sidewalk area. The City will provide ice control to the extent possible. If weather conditions are so severe that the area cannot be plowed due to equipment capability, the City, in its discretion, may choose to delay clearing of the sidewalks but must complete the work within 24 hours of the storm being complete.
- Maintenance and cleaning of Visitor Information Booth in Tommy's Park at least once per month during season (May-October). "Quick response" repairs, such as missing bricks or landscaping damage shall be performed by City Downtown Staff as soon as possible.

Beautification

- In addition to horticultural obligations of the City under Exhibit D, the City shall plant flowers and other plants in all flower urns in the District, regularly remove weeds from tree wells, and improve and maintain the same. In performing such services, the City shall pay particular attention to Longfellow Square, Congress Square, Monument Square, Tommy's Park, Post Office Park, Boothby Square, Lincoln Park, Pleasant Street Park, and Bell Buoy Park.

Events in the District

- Portland Downtown provides events as described in its Budget and Development Program attached as Exhibit C.
- In connection with these events, the City will provide, at no expense to Portland Downtown, the following:
    - Waived event permit fees.
    - "No Parking" signs, wooden barricades, recycling services.
    - Access to City electricity service in public spaces.
    - Police and Fire Department services for Portland Downtown's annual Tree Lighting event.
    - Support for the Monumental Market in Monument Square, Fridays, June - October, including but not limited permitting to allow vendors/growers to sell their wares in-line with all appropriate laws of Portland and Maine related to selling Maine-grown produce.
- Notwithstanding the above, Portland Downtown shall be required to comply with all Public Assembly Facilities Division permit requirements and shall be responsible for the City's costs of the following services at the City's standard rates:
    - Street closure expenses, including threat prevention;
    - Event personnel, including staff and managers;
    - Police and Fire personnel directly related to an event at no cost.
- The City will invoice Portland Downtown for all such services at its then current rates, and Portland Downtown shall pay the City all amounts due within 30 days after receipt of such invoices. Portland Downtown shall also be responsible for paying the City's Permitting and Inspections Department for any applicable fees associated with licenses required for its events, including, without limitation, licenses for temporary food service, street goods, and liquor.

Exhibit F

Public Works FY2027 Budget

Account Desc	Line	Item Req $	Qty	Detail Request	Line Total	Total
General Fund (100 & 107):						
Public Works	**Portland Downtown District 10031205**				**Org Total:**	**$692,212.00**
10031205 400110	**PDD Salaries & Wages**					**$528,944.00**
	10)	$528,944 YR	1.00	FY27-DR Salaries & Wages: a) FY27-DR Request: $528,944 b) FY27-DR FTE: 8.0	$528,944.00	
	20)	($51,139)	0.00	Per agreement with Downtown District, they agreed to pay 50% of Maintenance Worker 1 (MP) Classification FY25 New ItemOne Time Y This was moved to 10031205-398000 and can be removed for FY28. Salaries are presented gross and any reimbursements received are revenues. Budget Manager (3/25/26)	$0.00	
	30)	($69,514)	0.00	Per agreement with Downtown District, they agreed to pay 50% of PDD Foreperson (JC) Classification FY25 New ItemOne Time Y This was moved to 10031205-398000 and can be removed for FY28. Salaries are presented gross and any reimbursements received are revenues. Budget Manager (3/25/26)	$0.00	
10031205 400140	**PDD Overtime Payments**					**$91,298.00**
	10)	$47.80 HR	96.00	Vacation coverage: 1 employees * 12 days * 8 hours (Average rate of all 6 employees)	$4,588.79	
	20)	$47.80 HR	900	Winter PDD: 5 employees * 12 storms * 15 hours	$43,020.00	
	30)	$47.80 HR	640	Winter ballfields: 5 employees * 8 storms * 16 hours	$30,592.00	
	40)	$47.80 HR	64.00	Holiday light decorations 2 employees * 4 days * 8 hours	$3,059.20	
	50)	$47.80 HR	210	Other PDD functions: 5 employees * 6 hours * 7 events	$10,038.00	
	60)	$0.01	1.00	FY27 Rounding Classification FY25 New Item	$0.01	
10031205 400271	**PDD Wearing Apparel**					**$3,900.00**
	20)	$375 EACH	8.00	Contractual clothing Department group order (L&T and Supervisors Unit) winter & summer clothing	$3,000.00	
	30)	$100 EACH	8.00	Gloves/per'l protective equipment	$800.00	
	40)	$100 EACH	1.00	Temp uniform	$100.00	
10031205 400274	**PDD Cell Phone EE Reimb**					**$1,200.00**
	10)	$50.00 YR	12.00	PDD Supervisor (ML)	$600.00	
	20)	$50.00	12.00	PDD Foreperson (JC)	$600.00	
10031205 402000	**PDD Administrative Svcs**					**$400.00**
	10)	$200	1.00	APWA (ML)	$200.00	
	20)	$200 YR	1.00	Background checks	$200.00	
10031205 403510	**PDD Advertising**					**$100.00**
	10)	$100 YR	1.00	Ads for position openings	$100.00	

Account Desc	Line	Item Req $	Qty	Detail Request	Line Total	Total
10031205 403550	**PDD Lab & Medical Svcs**					**$250.00**
	10)	$250 YR	1.00	Pre-employment physicals, random drug testing	$250.00	
10031205 403560	**PDD Printing**					**$50.00**
	10)	$50.00 YR	1.00	Business cards	$50.00	
10031205 403570	**PDD Temporary Services**					**$39,440.00**
	10)	$39,440 YR	1.00	Temp Svcs: plus temp help (400130) Invoice description: Spring St / Street Cleanup	$39,440.00	
10031205 404016	**M&R Computer Software**					**$270.00**
	10)	$270 YR	1.00	FY27 Computer software	$270.00	
10031205 404020	**PDD M&R Other Equip**					**$300.00**
	10)	$300 YR	1.00	Small repair parts for power tools	$300.00	
10031205 404530	**PDD Office Equip Rental**					**$360.00**
	10)	$30.00 MO	12.00	Photocopier rental (Ricoh)	$360.00	
10031205 405510	**PDD Agricultural Supply**					**$400.00**
	10)	$400 YR	1.00	Loam, seed, and mulch	$400.00	
10031205 405520	**PDD Supplies-All Other**					**$12,850.00**
	20)	$600 YR	1.00	Chemical supplies (de-icing/graffiti removal)	$600.00	
	30)	$600 YR	1.00	Repair of trash barrels	$600.00	
	40)	$2,450 EACH	3.00	Replacement barrels	$7,350.00	
	50)	$500 YR	1.00	Miscellaneous: other supplies	$500.00	
	60)	$1,000 YR	1.00	Painting supplies Barrels, benches, poles	$1,000.00	
	70)	$2,500 YR	1.00	Replacement of holiday lights	$2,500.00	
	80)	$300 NOTE	1.00	Field Crew water	$300.00	
10031205 405530	**PDD Construction Supply**					**$1,000.00**
	10)	$1,000 YR	1.00	Lumber for bench repair, poster boards	$1,000.00	
10031205 405535	**PDD Cleaning Supplies**					**$1,000.00**
	10)	$1,000 YR	1.00	Cleaning supplies	$1,000.00	
10031205 405550	**PDD Medical Supplies**					**$450.00**
	10)	$200 YR	1.00	Mobile first aid kits	$200.00	
	20)	$250 YR	1.00	First aid cabinet supplies Cintas invoice description: 46 Spring Street (PDD)	$250.00	
10031205 405560	**PDD Minor Equipment**					**$2,600.00**
	10)	$800 YR	1.00	Miscellaneous hand tools (rakes, shovels, etc.)	$800.00	
	20)	$1,600 YR	1.00	Trash can liners: 1) 25 * 20 GAL * $30 =$750.00 2) 25 * 31 GAL * $34 = $850.00	$1,600.00	

Account Desc	Line	Item Req $	Qty	Detail Request	Line Total	Total
	30)	$200 YR	1.00	Structural steels (tree guards/benches)	$200.00	
10031205 405565	**PDD Computers & Tech**					**$4,800.00**
	10)	$2,400 YR	2.00	FY27 Laptops with Windows 10	$4,800.00	
10031205 405570	**PDD Office Supplies**					**$600.00**
	10)	$600 YR	1.00	General office supplies	$600.00	
10031205 405600	**PDD Minor Capital Items**					**$0.00**
	10)	$0.00 EACH	1.00	Sander attachment	$0.00	
10031205 406320	**PDD Electricity**					**$2,000.00**
	10)	$2,000 YR	1.00	CMP (3950-0003-015) 94 Free Street building (parking garage)	$2,000.00	

*	**Portland Downtown District 10031205 Org Total:**	**$692,212.00**
**	**PW Operations 3120 Division Total:**	**$692,212.00**
***	**Public Works 0100 31 Dept Total:**	**$692,212.00**
****	**General Fund (0100):**	**$692,212.00**
*****	**GF Total (100 & 107):**	**$692,212.00**
Report Total:		**$692,212.00**

MEMORANDUM
City Council Agenda Item

FROM: Ethan Hipple
Director of Parks
Recreation and Facilities

DATE: May 26, 2026

SUBJECT: Order 237-25/26 Appropriating Bond Proceeds for Riverton Pool Repairs - Sponsored by the Finance Committee, April Fournier, Chair

SPONSOR: April Fournier, Finance Committee Chair (3-0 Finance Committee vote to recommend item to City Council occurred on 5/14/26)

(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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: Yes - If first reading is delayed to 6/15, Council would need to dispense with 2nd reading. (Waiting until July for final action would further delay project.)

Does this item involve a new contract with the City: Yes. This project will result in a future contract that will be awarded in compliance with the City's procurement rules. The future contract will be reviewed and approved by Corporation Counsel.

PRESENTATION: None

I. SUMMARY

Riverton Pool has been closed since April 2023 due to mechanical and structural failures and $1.6M of funding is needed to complete the work and reopen the facility

II. AGENDA DESCRIPTION

The Finance Committee voted on May 14, 2026 to recommend passage of this item, vote (3-0). Riverton Pool has been closed since April 2023 due to mechanical and structural failures. Completing the project will cost an additional $1.6M in funds. The Finance Committee supports this project at the estimated cost with the issuance of additional general obligation bonds.

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

III. BACKGROUND

Riverton Pool has been closed since April 2023 due to mechanical and structural failures. While Phase I (repairing the deep-end pool wall) is complete, the broader renovation has hit significant hurdles. Continuing the project will cost additional and significant funds. At a series of Finance Committees in May 2026, staff recommended that the Council consider allocating $1.6 million in the event the cost exceeds this estimate. The Finance Committee voted unanimously to support this project at the estimated cost with the issuance of additional general obligation bonds.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

Approval of this item would commit the City to completion of the Riverton Pool project and restoration of this important community asset.

V. FINANCIAL IMPACT

Based on preliminary cost estimates and assumed bond financing, the additional funding needed for this project would add an estimated $145k in annual debt service to the City's operating budget, for 20 years, beginning in FY28. This impact is slightly less than 1 cent added to the mill rate annually (approximately ⅔ of a penny added to the mill rate for 20 years).

VI. STAFF ANALYSIS AND BACKGROUND

While the Riverton Pool reconstruction project has encountered significant and costly unforeseen challenges, the core structural and safety concerns have now been resolved. To complete the project and restore this important community asset, the City will need to commit up to an additional $1.6 million and determine a preferred funding strategy, with bonding offering the most expedient timeline. Staff sought official Committee guidance, via a formal vote of the Finance Committee on May 14th, on whether and how to proceed so that the project can move toward completion and the pool can reopen as soon as practicable. The Finance Committee deemed additional bonds to be the appropriate option, which requires a two read item for funding appropriation and bond authorization.

VII. RECOMMENDATION

Move passage

VIII. LIST ATTACHMENTS

1. Portland Riverton Pool Repair Project Appropriation Order (clean)(19583046.1)
2. Additional Capital Needs - Riverton Pool Memo

Prepared by:
Ethan Hipple
Director of Parks
Recreation and Facilities
Date: 05/26/2026

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 BOND PROCEEDS FOR RIVERTON POOL REPAIRS

IT IS HEREBY ORDERED THAT

1. Subject to paragraph 2 and 3 below, the sum of $1,600,000, plus the investment earnings and original issue premium, if any, associated with issuance of the City's general obligation bonds, be and hereby is appropriated to finance repairs to the Riverton Pool (the "Project").

2. The appropriation set forth in paragraph 1 is and shall be contingent upon the authorization and issuance of the City's general obligation bonds for the Project (the amount appropriated in said paragraph 1 to be adjusted to reflect the principal amount of bonds so authorized), and shall include issuance costs for such bonds (or notes in anticipation thereof). The foregoing appropriations, in addition to the stated amount, shall also include any investment earnings or original issue premium associated with such bonds (or notes in anticipation thereof).

3. If the actual cost of the Project repairs differs from the $1,600,000 estimated amount, whether due to completion, delay or abandonment of the Project or for any other reason, the Director of Finance is authorized, in his discretion upon consultation with the City Manager, to reallocate proceeds of the bonds issued therefore or the other funds appropriated therefore to any project or improvement that the City Council has approved or may in the future approve as part of the City's annual capital improvement plan.

City of Portland | Parks, Recreation, and Facilities Department
Ethan Hipple, Director

To: Finance Committee
Councilor April Fournier, Chair

CC: Danielle P. West, City Manager
Dena Libner, Assistant City Manager
Brendan T. O'Connell, Finance Director

From: Ethan Hipple, Director, Parks, Recreation and Facilities Department

Date: May 14, 2026

Re: Status of Riverton Pool Reconstruction Project

MEETING DATE
Memo updated for May 14, 2026

AGENDA ITEM
Additional Capital Needs - Riverton Pool Reconstruction Project

PURPOSE
The memorandum informs the City Council of the status of the Riverton Pool Reconstruction Project, and seeks guidance on how to address project cost overruns resulting from unforeseen issues.

COMMITTEE WORK PLAN/CITY COUNCIL GOAL ALIGNMENT
N/A

BACKGROUND/ANALYSIS

Timeline and Current Project Status
Riverton Pool has been closed since April 2023 due to mechanical and structural failures. While Phase I (repairing the deep-end pool wall) is complete, the broader renovation has hit significant hurdles.

- April 2023: The pool was closed following mechanical failures and significant structural issues.
- September 2023 – January 2024: A comprehensive structural assessment was performed on the Headwall Structure to determine the extent of rebar and concrete deterioration.
- March 2024: The Portland City Council officially approved funding for the pool repair project.
- April 2024 – October 2024: Design work commenced for the mechanical room. On-site work during this time focused on removing the gutter system, clearing loose concrete, and prepping the deep-end support wall for repair.
- Late 2024: Phase I was completed, successfully restoring the structural integrity of the deep-end pool wall and adding new steel framing for equipment access.
- February 2025: The City entered into a contract with Doten's Construction for Phase II.
    - Scope of Work: This phase was designed to include:

    - Installation of new filtration and pump systems.
    - Modification of the pool floor to reduce slope to meet state safety requirements.
    - Full replacement of the gutter system and wall tiling.
- July 2025: Concrete coring for diving platforms and gutter demolition were finalized.
- August – October 2025: Additional unforeseen structural issues were discovered, including collapsed and corroded deck drains, necessitating a scope expansion to replace the surrounding concrete slab.
- September 2025: A grounding dispute began when the contractor's electrician reported 82 rebar locations failed to show electrical continuity.
- November 25, 2025: The City formally issued a stop-work order to investigate the grounding safety concerns.
- March 2026: A "bonding verification" process was initiated, requiring the deconstruction of concrete to expose rebar for forensic testing.
- April 6, 2026: Final testing by specialized consultants proved the original grounding system was intact, confirming the project could safely proceed.

Next Steps

Continuing the project will cost additional and significant funds. The rough cost estimate at this time is $1.5 million. In the absence of a more detailed pre-bid estimate, staff recommend that the Council consider allocating $1.6 million in the event the cost exceeds this estimate.

If there is interest in continuing to pursue this project, the following options exist:

1. **Issue $1.6M in additional bonds to complete the project.** Staff recommend this approach, as it offers the fastest timeline for reopening the pool (remaining construction work is expected to take approximately eight months). Under this option, the pool could reopen as early as Spring of 2027. This option would add an estimated $145k in annual debt service to the City's operating budget, for 20 years, beginning in FY28.
2. **Reallocate funds from an existing CIP Project.** Staff do not recommend this option as it will defer and/or delay funding for at least one other much-needed project. However, if this option was pursued, we have identified C26129 Deering Oaks Pond Wall Reconstruction (balance of approximately $1.64M) which has previously been approved by the Council and has not yet been bid. If Option 2 was chosen and funding from this project was reallocated, the overall cost impact would likely be the same as #1. New bonds would be needed for the Deering Oaks Pond Wall Reconstruction project and obtaining these bonds would be the Department's #1 priority in next year's CIP. Option 2 would also cause significant concern from the Parks Commission, the Friends of Deering Oaks and supporters of Deering Oaks and City parks.

Total Approved Funding	$2,979,000	Combination of various approved CIP accounts and operating funds
Paid to Date	$1,513,000	Headwall complete, demolition complete, materials purchased

Remaining Funds	$1,466,000	These funds were encumbered to the existing contract which has been terminated
Additional Funds Required	$1,600,000	In addition to the $1,466,000 in-hand, the project requires an additional estimated $1,600,000 to complete.

FISCAL IMPACT
Based on preliminary cost estimates and assumed bond financing, the additional funding needed for this project would add an estimated $145k in annual debt service to the City's operating budget, for 20 years, beginning in **FY28** - so either option 1 or option 2 would have no significant impact to the ongoing FY27 budget process.

CONCLUSION(S)
While the Riverton Pool reconstruction project has encountered significant and costly unforeseen challenges, the core structural and safety concerns have now been resolved. To complete the project and restore this important community asset, the City will need to commit up to an additional $1.6 million and determine a preferred funding strategy, with bonding offering the most expedient timeline. Staff seek official Committee guidance, via a formal vote on May 14th, on whether and how to proceed so that the project can move toward completion and the pool can reopen as soon as practicable. If the Committee deems additional bonds to be the appropriate option, a two read item for a future City Council agenda will need to be prepared and a Public Hearing advertised.

PRIOR COMMITTEE REVIEW
N/A

PREPARED BY

Ethan Hipple
Director
Parks, Recreation, and Facilities Department

ATTACHMENTS
none

MEMORANDUM
City Council Agenda Item

FROM: Ethan Hipple
Director of Parks
Recreation and Facilities

DATE: May 26, 2026

SUBJECT: Order 238-25/26 Authorizing General Obligation Bonds to Finance Riverton Pool Repairs - Sponsored by the Finance Committee, April Fournier, Chair

SPONSOR: April Fournier, Finance Committee Chair (3-0 Finance Committee vote to recommend item to City Council occurred on 5/14/26)

(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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: Yes - If first reading is delayed to 6/15, Council would need to dispense with 2nd reading.

Does this item involve a new contract with the City: Yes; this is a companion order to the bond appropriation order above.

PRESENTATION: None

I. SUMMARY

Riverton Pool has been closed since April 2023 due to mechanical and structural failures and $1.6M of funding is needed to complete the work and reopen the facility

II. AGENDA DESCRIPTION

The Finance Committee voted on May 14, 2026 to recommend passage of this item, vote (3-0). This is a companion order to the bond appropriation order above.

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

III. BACKGROUND

Riverton Pool has been closed since April 2023 due to mechanical and structural failures. While Phase I (repairing the deep-end pool wall) is complete, the broader renovation has hit significant hurdles. Continuing the project will cost additional and significant funds. At a series of Finance Committees in May 2026, staff recommended that the Council consider allocating $1.6 million in the event the cost exceeds this estimate. The Finance Committee voted unanimously to support this project at the estimated cost with the issuance of additional general obligation bonds.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

Approval of this item would commit the City to completion of the Riverton Pool project and restoration of this important community asset.

V. FINANCIAL IMPACT

Based on preliminary cost estimates and assumed bond financing, the additional funding needed for this project would add an estimated $145k in annual debt service to the City's operating budget, for 20 years, beginning in

FY28. This impact is slightly less than 1 cent added to the mill rate annually (approximately ⅔ of a penny added to the mill rate for 20 years).

VI. STAFF ANALYSIS AND BACKGROUND

While the Riverton Pool reconstruction project has encountered significant and costly unforeseen challenges, the core structural and safety concerns have now been resolved. To complete the project and restore this important community asset, the City will need to commit up to an additional $1.6 million and determine a preferred funding strategy, with bonding offering the most expedient timeline. Staff sought official Committee guidance, via a formal vote of the Finance Committee on May 14th, on whether and how to proceed so that the project can move toward completion and the pool can reopen as soon as practicable. The Finance Committee deemed additional bonds to be the appropriate option, which requires a two read item for funding appropriation and bond authorization.

VII. RECOMMENDATION

Move passage

VIII. LIST ATTACHMENTS

1. Portland Riverton Pool Repairs - Bond Authorization Order (clean)(19583056.1)

Prepared by:
Ethan Hipple
Director of Parks
Recreation and Facilities
Date: 05/26/2026

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 GENERAL OBLIGATION BONDS
TO FINANCE RIVERTON POOL REPAIRS

FOLLOWING a public hearing of the City Council of the City of Portland, Maine, held upon due notice pursuant to Article VII, Section 11 of the City Charter, **IT IS HEREBY ORDERED THAT:**

There is hereby authorized and approved a borrowing by the City of Portland in the aggregate principal amount not to exceed One Million Six Hundred Thousand Dollars ($1,600,000), such borrowing to be evidenced by the City's general obligation bonds (the "Bonds") and temporary notes in anticipation thereof (the "Notes), to finance repairs to the Riverton Pool (the "Project").

BE IT FURTHER ORDERED:

1. That the Bonds and Notes shall be executed in the name of and on behalf of the City by the Director of Finance and the Mayor, either or both of whose signatures may be by facsimile to the extent permitted by law, and shall bear the City seal thereon, attested by its Clerk.

2. That the City Council delegates to the Director of Finance the authority, in the name of and on behalf of the City of Portland, to prepare, issue, and sell such Bonds and Notes through a public offering (on a competitive or negotiated basis or a combination thereof) or a private placement, or a combination thereof, and such Bonds may be issued in serial form or as term bonds, or some combination thereof, may be issued as physical certificates or in book-entry form pursuant to the Depository Trust Company Book-Entry Only System, and may issued at one time or from time to time, as one or more separate bond issues, all as the Director of Finance shall determine to be appropriate in his sole discretion.

3. That the City Council delegates to the Director of Finance the authority, in the name of and on behalf of the City, to establish, determine and approve the form, dates, maturities (not to exceed the maximum term permitted by law), denominations, interest rates, payment dates, provisions for early redemption, with or without a premium, and all other details, such establishment, determination and approval to be conclusively evidenced by the execution thereof.

4. That the City Council delegates to the Director of Finance the authority, in the name of and on behalf of the City, to do or cause to be done all such acts and things, including to select a financial advisor, underwriter, or paying agent/registrar for the Bonds and Notes, to approve, execute and deliver all contracts, loan agreements, investment agreements, tax compliance agreements or arbitrage certificates, closing certificates, instruments, Preliminary Official Statement, Official Statement or other offering document, a Letter of Representation necessary to qualify the Bonds or Notes for the Depository Trust Company Book-Entry Only System, continuing disclosure agreements, and such other documents,

agreements and closing certificates (the "Bond Documents"), as may be necessary or desirable, in connection with the financing of the Project, the offering, sale, issuance, and delivery of the Bonds and Notes, and the investment of the proceeds thereof, which Bond Documents may be in such form and contain such terms and provisions including, without limitation, the waiving of the City's sovereign or governmental immunity with respect to the enforceability of any of the forgoing, which waiver of sovereign or governmental immunity is hereby authorized, confirmed and approved, and such other details as he shall establish, determine and approve, such establishment, determination and approval to be conclusively evidenced by his execution thereof.

5. That if the Bonds or Notes, or any part of them, are issued on a tax-exempt basis, the City Council delegates to the Director of Finance the authority, in the name of and on behalf of the City, to covenant and certify that:

(A) No part of the Project shall be used directly or indirectly, in a manner that would cause the Bonds or Notes to be "private activity bonds" within the meaning of Section 141 of the Internal Revenue Code of 1986, as amended (the "Code"), and that no part of the proceeds of the Bonds and Notes shall be used directly or indirectly to acquire any securities or obligations, the acquisition of which or the investment yield on which would cause such Bonds or Notes to be "arbitrage bonds" within the meaning of Section 148 of the Code; and

(B) The City will file any required reports and take any other action that may be necessary to insure that interest on the Bonds and Notes will remain exempt from federal income taxation, and that the City will refrain from any action that would cause interest on the Bonds or Notes to be subject to federal income taxation.

6. That the term "cost" or "costs" as used herein and applied to the Project, or any portion thereof, includes, but is not limited to (1) the cost to purchase, acquire, design, construct, renovate, improve, furnish and equip the Project, or any portion thereof; (2) the cost of land, easements and other real property interests, landscaping and site preparation, including demolition and environmental remediation work on any existing building or structure and on the property where the Project are located, utility extensions and site improvements, and all appurtenances and other fixtures, facilities, buildings and structures either on, above, or under the ground which are used or usable in connection with the Project; (3) the cost of feasibility studies, surveys, environmental studies and assessments, engineering, plans and specifications, legal and other professional services associated with the Project; (4) issuance costs, including premiums for insurance, capitalized interest and other fees and expenses relating to the issuance and delivery of the Bonds and Note; and (5) other costs of the Project ancillary or related to the foregoing costs.

7. That if the actual cost of the Project differs from the estimated cost whether due to completion, delay or abandonment of such Project or for any other reason, the Director of Finance is hereby authorized, in the name of and on behalf of the City, in his discretion upon consultation with the City Manager, to reallocate proceeds of the Bonds and Notes to any other project or improvement that the City Council has approved or may in the future approve as part of the City's annual capital improvement plan.

8. That if the Director of Finance, Mayor or Clerk are for any reason unavailable to approve and execute the Bonds or Notes or any other Bond Document necessary or convenient to the issuance, execution and delivery of the Bonds or Notes, the person or persons then acting in such capacity, whether on an interim or acting basis, as an assistant, a deputy, or otherwise, is authorized, in the name of and on behalf of the City, to act for such official with the same force and effect as if such official had performed such act.

9. That if any of the officers or officials of the City who have signed or sealed the Bonds or Notes shall cease to be such officers or officials before the Bonds or Notes so signed and sealed shall have been actually authenticated or delivered by the City, such Bonds or Notes nevertheless may be authenticated, issued, and delivered with the same force and effect as though the person or persons who signed or sealed such Bonds or Notes had not ceased to be such officer or official; and also any such bonds or notes may be signed and sealed on behalf of the City by those persons who, at the actual date of the execution of such Bonds or Notes, shall be the proper officers and officials of the City, although at the nominal date of such Bonds or Notes any such person shall not have been such officer or official.

10. That to the extent not payable from other funds, an amount sufficient for the payment of the annual payments of principal and interest on the Bonds or any Notes issued hereunder shall be included in the tax levy of each year until the debt represented by said Bonds or Notes is extinguished.

11. That while any of the Bonds (or bonds issued to refund such Bonds) are outstanding, the City Council delegates to the Director of Finance the authority, in the name of and on behalf of the City, to issue and deliver refunding bonds to refund, on either a current or advance refunding basis, some or all of the bonds then outstanding, and to establish, determine and approve the time of the sale, award and settlement of such refunding bonds, the form, date, maturities (not to exceed the maximum term permitted by law), denominations, interest rates, payment dates, and all other details of such refunding bonds, and to provide that any of such refunding bonds may be made subject to call for redemption, with or without premium, such establishment, determination and approval to be conclusively evidenced by his execution thereof, and to execute and deliver, in the name of and on behalf of the City, such additional Bond Documents as may be reasonable or necessary with respect to such refunding, and each refunding bond issued hereunder shall be signed in the same manner as the Bonds.

12. That the City may pay certain costs of the Project prior to the issuance of the Bonds and Notes (referred to as "original expenditures"); to that end, the City hereby declares its official intent to reimburse itself for such original expenditures from the proceeds of such bonds and notes, and this Resolution shall constitute the City's declaration of official intent pursuant to Treasury Regulation §1.150-2.

MEMORANDUM
City Council Agenda Item

FROM: Melissa Hue

DATE: May 15, 2026

SUBJECT: Order 239-25/26 Accepting and Appropriating an $8,000 Grant from the State of Maine Permanent Commission on Racial, Indigenous, and Tribal Populations - 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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: Yes

Does this item involve a new contract with the City: Yes, a contract will be forthcoming from the State of Maine Permanent Commission on Racial, Indigenous and Tribal populations to administer the funds. Upon receipt of the contract, Corporation Counsel will review to approve executing the contract.

PRESENTATION: Melissa Hue, 2 Minutes

I. SUMMARY

The Housing and Economic Development Department's Office of Economic Opportunity has been offered a grant from the State of Maine Permanent Commission on Racial, Indigenous and Tribal populations as part of their Intergenerational Community Building Grant in the amount of $8,000, with the primary goal to create a storytelling in data sharing through media that integrates elders and youth through perspective around how under-represented communities interface with human rights and civil rights.

II. AGENDA DESCRIPTION

City Council approval is requested to accept and appropriate a $8,000 grant from the State of Maine Permanent Commission on Racial, Indigenous and Tribal populations in the amount of $8,000, with the primary goal to build community between intergenerational populations. The insights gained will directly support the City of Portland's efforts to build a comprehensive community and incorporate the voices of marginalized elders and youth in the community. The program is supported by Portland Public Schools- Make it Happen Program, Casco Bay High School, and BIPOC elders through Maine Agency on Aging. This accounts for the needs and experiences of under-represented communities, building a place-based story telling that will enhance overall community resilience and understanding of lived history. The process will also bring together groups that typically do not work together, fostering new partnerships, collaboration, and a resilient Portland for everyone.

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

III. BACKGROUND

See above.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

The intended result is to accept and appropriate a $8,000 grant from the State of Maine Permanent Commission on Racial, Indigenous and Tribal populations.

V. FINANCIAL IMPACT

There will be no financial impact because this funding is a grant to the City of Portland from the State of Maine Permanent Commission on Racial, Indigenous and Tribal populations for this project.

VI. STAFF ANALYSIS AND BACKGROUND

See above.

VII. RECOMMENDATION

Staff recommends that the City Council accept and appropriate the $8,000 grant from the State of Maine Permanent Commission on Racial, Indigenous, and Tribal populations in support of the project.

VIII. LIST ATTACHMENTS

1. Order - Accepting and Appropriating 8k Grant from the State re Permanent Commission on Racial, Indigenous, and Tribal Populations
2. Low Cost Contract w Commission 5-2026 (1) - Melissa Hue

Prepared by:
Melissa Hue
Date: 05/15/2026

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 AN $8,000 GRANT FROM THE STATE OF MAINE PERMANENT COMMISSION ON RACIAL, INDIGENOUS, AND TRIBAL POPULATIONS

ORDERED, that a grant in the amount of $8,000 from the State of Maine Permanent Commission on Racial Indigenous and Tribal Populations is hereby accepted and that amount appropriated to the Office of Economic Opportunity to implement The Memory Project, an intergenerational storytelling initiative; and

BE IT FURTHER ORDERED, that that the City Council hereby approves the grant agreement between the City of Portland and the State of Maine Permanent Commission on Racial Indigenous and Tribal Populations in substantially the form attached hereto and authorizes the City Manager or designee to execute said Agreement and any other related documents necessary or convenient to carry out the intent of said Agreement and this order.

LOW COST SERVICE CONTRACT

DATE: 4/29/2026	CONTRACT AMOUNT: $ 8000.00
ADVANTAGE CONTRACT #: 20260305000000001859	
DEPARTMENT AGREEMENT #: N/A	
START DATE: 5/19/2026	END DATE: 12/30/2026

This Contract is between the following State of Maine Department and Provider:

STATE OF MAINE DEPARTMENT		
DEPARTMENT NAME: Permanent Commission on the Status of Racial, Indigenous and Tribal Populations		
ADDRESS: 126 State House Station		
CITY: Augusta	STATE: ME	ZIP CODE: 04333
PROVIDER		
PROVIDER NAME: City of Portland, Office of Economic Opportunity		
ADDRESS: C/O Ali Chouhad, 39 Forrest Ave		
CITY: Portland	STATE: ME	ZIP CODE: 04101
PROVIDER'S VENDOR CUSTOMER #: VC2130607149		

Each signatory below represents that the person has the requisite authority to enter into this contract.

Department Representative:

BY: Signature **Aaron J. Hooks Wayman**

Operations Director

Provider Representative:

BY: Signature **Melissa Hue ~~Greg Watson~~ and Director of Economic Opportunity ~~Title~~**

Date 5/10/2026

The contract is fully executed when all parties sign and funds have been encumbered. Upon final approval by the Office of State Procurement Services, a case details page will be made part of this contract.

SCOPE OF WORK

INTRODUCTION/OVERVIEW:

The purpose of this contract is to support the Office of Economic Opportunity's implementation of The Memory Project, an intergenerational storytelling initiative that connects youth and elders through guided dialogue, reflection, and documentation focused on civil and human rights experiences.

This project advances the Permanent Commission's statutory mission to "promote, implement, and coordinate programs that incorporate the goal of eliminating disparities for historically disadvantaged racial, Indigenous, and tribal populations in the State" (5 M.R.S. §25001). Through facilitated conversations and collaborative storytelling between youth and elders, the program will strengthen cross-generational relationships, elevate lived experiences related to civil and human rights movements, and create shared opportunities for learning, reflection, and community dialogue.

The Provider shall:

1. Plan and coordinate the implementation of The Memory Project, including recruitment and engagement of youth and elder participants from local schools and community partners to participate in structured intergenerational storytelling activities.
2. Facilitate a series of guided training sessions, one-on-one dialogues, and reflection circles between participating youth and elders to support storytelling, active listening, and cross-generational exchange related to civil and human rights experiences.
3. Coordinate the documentation of participant conversations and reflections through recorded dialogues, transcripts, and other creative media, including the development of a short documentary-style video capturing the project's intergenerational exchange.
4. Support a community-facing event or public presentation to share project outcomes and stories with a broader audience and encourage community reflection on civil and human rights history and intergenerational learning.
5. Submit a final written report to the Permanent Commission summarizing project activities, participation, outcomes, and use of grant funds no later than December 15, 2026, or prior to submission of the final invoice.

CODING

LINE TOTAL	FUND	DEPT	UNIT	SUB UNIT	OBJ	PROGRAM	PROGRAM PERIOD	APPR FUNDING	FISCAL YEAR
$ 8,000	010	90R	3191	01	4099				2026

DEPARTMENT AND PROVIDER POINT OF CONTACT

CONTRACT ADMINISTRATOR: The following person is designated as the Contract Administrator on behalf of the Department for this Contract.

NAME: Aaron J. Hooks Wayman, Operations Director		
EMAIL: aaron.wayman@maine.gov	TELEPHONE: 207-530-7750	
ADDRESS: 126 State House Station		
CITY: Augusta	STATE: ME	ZIP CODE: 04330

PROVIDER CONTACT: The following person is designated as the Contact Person on behalf of the Provider for this Contract. All contractual correspondence from the Department shall be submitted to:

NAME: Aram Guptill		
EMAIL: guptilla@portlandmaine.gov	TELEPHONE: 207-619-4048	
ADDRESS: 39 Forest Ave		
CITY: Portland	STATE: ME	ZIP CODE: 04101

TERMS AND CONDITIONS

1. **INVOICES AND PAYMENT**. Payment terms are net 30 days from the date the Department receives an error-free invoice with all necessary and complete supporting documents. Provider shall submit detailed invoices itemizing all work performed during the invoice period, including the dates of service, work performed, and any other information and/or documentation appropriate and sufficient to substantiate the amount invoiced for payment by the State. All invoices must include the Contract number for this contract.**Invoices should be sent to OperationandFinance.PCRIT@maine.gov with all required information.**

2. **INDEPENDENT CAPACITY**. The Provider is an independent contractor for whom no Federal or State Income Tax will be withheld by the Department, and for whom no retirement benefits, workers' compensation protection, survivor benefit insurance, group life insurance, vacation and sick leave, liability protection, or similar benefits available to State employees will accrue.

3. **STATE HELD HARMLESS**. The Provider will indemnify, defend, and save harmless the Department, its officers, agents and employees from any and all claims, costs, expenses, injuries, liabilities, losses and damages of every kind and description resulting from or arising out of the performance of this Contract by the Provider, its employees, agents, or subcontractors. This indemnification does not extend to a claim that results solely and directly from (i) the Department's negligence or unlawful act, or (ii) action by the Provider taken in reasonable reliance upon an instruction or direction given by an authorized person acting on behalf of the Department in accordance with this Contract. Nothing in this Contract shall be construed as a waiver of the privileges or immunities of the State, its governmental entities, or its employees.

4. **LIABILITY INSURANCE**. For the duration of this Contract, the Provider shall procure and maintain a liability policy issued by a company fully licensed or designated as an eligible surplus line insurer to do business in this State by the Maine Department of Professional & Financial Regulation, Bureau of Insurance, which policy includes the activity to be covered by this Contract with adequate liability coverage to protect the Provider and the Department from suits. **Prior to or upon execution of this Contract, the Provider shall furnish the Department with an acceptable "Certificate of Insurance" form.**

5. **TERMINATION.** This Contract may be terminated by the Department in whole, or in part, if the Department determines that such termination is in the best interest of the State. Any such termination shall be affected by delivery to the Provider of a Notice of Termination specifying the extent to which performance of the work under this Contract is terminated and the date on which such termination becomes effective. The Contract may be equitably adjusted to compensate for such termination, and modified accordingly.

6. **EMPLOYMENT AND PUBLIC ACCESS**. State of Maine contracts for services are subject to statutory conditions related to nondiscrimination in employment, 5 M.R.S. § 784, and access to

public records, 5 M.R.S. § 1816-A(4). The Provider has read and does agree to the terms of these conditions.

7. **ENTIRE CONTRACT**. This Contract constitutes the entire Contract of the parties, and neither party shall be bound by any statement or representation, oral or written, not contained herein. This Contract may only be modified by a written instrument signed by both parties.

8. **GOVERNING LAW.** This Contract shall be governed in all respects by the laws, statutes, and regulations of the United States of America and of the State of Maine. Any legal proceeding against the State regarding this Contract shall be brought in State of Maine administrative or judicial forums. The Provider consents to personal jurisdiction in the State of Maine.

9. **CONFLICT OF INTEREST.** The Provider warrants that no State employee has or will receive any direct or indirect pecuniary interest in or receive or be eligible to receive, directly or indirectly, any benefit that may arise from this Contract, for any employee who participated in any way in the solicitation, award or administration of this Contract according to Title 5 MRS §18-A, (2) and in harmony with Title 17 MRS §3104. Any contract made in violation of these sections is void.

   The Provider certifies that it presently has no interest and shall not acquire any interest which would conflict in any manner or degree with the performance of its services hereunder. The Provider further certifies that in the performance of this Contract, no person having any such known interests shall be employed.

10. **CYBERSECURITY AND PROHIBITED TECHNOLOGIES**. The Provider certifies to the best of Provider's knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this Contract:

    a. is not a foreign adversary business entity, https://www.maine.gov/oit/prohibited-technologies, Title 5 MRSA §2021 (3); and
    b. is not on the list of prohibited companies or does not obtain or purchase any information or communications technology or services included on the list of prohibited information and communications technology and services https://www.maine.gov/oit/prohibited-technologies, Title 5 MRSA §2030-B.

    Contracts entered into by a state agency in violation of Title 5 M.R.S. §2030-B are void. A person who knowingly signs this contract, in violation of this section, commits a civil violation for which a fine may be adjudged in an amount that is twice the amount of this contract or $250,000, whichever is greater, (Title 5, §2030-A).

11. **NON-APPROPRIATION.** Notwithstanding any other provision of this Contract, if the State does not receive sufficient State, Federal, or other sources of funds to fund this Contract and other obligations of the State, if funds are de-appropriated, or if the State does not receive legal authority to expend funds from State or Federal legislative, executive or judicial bodies, then the State is not obligated to make payment under this Contract.

12. **TARIFFS.** Any price increases implemented by the provider due to the imposition of tariffs shall remain in effect only for the duration that such tariffs are in place. In the event of the repeal or reduction of any applicable tariff(s), the provider shall immediately return to the original price list or make a proportional reduction in the price to reflect the decrease in tariff(s). Price adjustments under this clause shall be made in good faith and without undue delay upon confirmation via documents reflecting tariff changes.

MEMORANDUM
City Council Agenda Item

FROM: Melissa Graffam

DATE: May 14, 2026

SUBJECT: Order 240-25/26 Accepting and Appropriating a $2,120,000 Federal Highway Administration Grant for the Safe Streets and Roads for All Improvements Along 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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: No City Council approval is needed so the City can move forward with the Brighton Avenue Safety Demonstration Project in accordance with the federal Safe Streets and Roads for All grant. Timely authorization is necessary to maintain the project schedule for consultant procurement, complete pre-NEPA and preliminary design, begin implementation, and satisfy the grant schedule and federal requirements tied to funding.

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

PRESENTATION: N/A

I. SUMMARY

City Council is being asked to authorize the City to proceed with the Brighton Avenue Safety Demonstration Project, a federally funded Safe Streets and Roads for All project that will perform public engagement, design, install, evaluate, and document safety improvements along approximately one mile of Brighton Avenue from City Hospital Drive to Wayside Road.

II. AGENDA DESCRIPTION

The Brighton Avenue Safety Demonstration Project is funded through the Federal Highway Administration's Safe Streets and Roads for All program. The project will implement data-driven safety improvements along the Brighton Avenue corridor to inform future capital infrastructure investments. Planned work includes consultant-led design, public outreach, preliminary and final design, installation of safety treatments, monitoring, and evaluation.

Potential treatments include roadway reconfiguration, delineators, pavement marking changes, pedestrian crossing improvements, lighting enhancements, and vehicle speed feedback signage.

The project is intended to reduce vehicle speeds, improve pedestrian crossing behavior, and identify the most effective treatments for potential long-term implementation.

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

III. BACKGROUND

Brighton Avenue has been identified as a critical safety corridor and is part of the region's high-injury and high-risk networks. It serves as an important commuter and local access route, connecting communities to the west with Portland's neighborhoods, universities, hospitals, and

downtown. Through the SS4A program, the City has secured funding to advance a demonstration project on the corridor between City Hospital Drive and Wayside Road. The project is structured in phases. The base phase includes consultant procurement, data collection, public outreach, alternatives development, and preliminary design. Subsequent phases include final design, environmental review and related approvals, construction and implementation of the treatments, post-installation monitoring, and final reporting. The project is intended to test proven safety countermeasures in real-world conditions and use the findings to inform future permanent capital improvements on the corridor.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

This project is intended to improve safety for all users of Brighton Avenue by reducing speeding, improving pedestrian visibility and crossings, and piloting cost-effective safety treatments in a way that is measurable. The project advances the City's transportation safety goals and supports the broader Vision Zero Greater Portland effort by using a data-driven approach to address a known high-risk corridor.

V. FINANCIAL IMPACT

The total estimated project cost is $2,650,000. Of that amount, $2,120,000 is expected to be funded through the federal SS4A grant and $530,000 is the required local match. The local match will come a variety of City funds such as the Vision Zero and Arterial Crossings accounts. A fiscal impact note is attached with this agenda request.

VI. STAFF ANALYSIS AND BACKGROUND

Brighton Avenue is classified as a principal arterial and serves as a major east-west corridor within the City, connecting the interstate system and surrounding communities, including Westbrook and Gorham, to Portland's employment centers, medical facilities, schools, and downtown. The corridor carries a high volume of daily traffic and supports a mix of users, including vehicles, pedestrians, transit riders, and bicyclists.

This segment of Brighton Avenue has been identified through regional planning efforts, including Vision Zero Greater Portland, as part of the high-injury and high-risk network. The corridor experiences recurring safety concerns related to vehicle speeds, turning movements, and pedestrian crossings, particularly at key intersections such as Wayside Road, Capisic Street, and City Hospital Drive. Existing roadway geometry, crossing distances, and lighting conditions contribute to these challenges.

Without targeted improvements, these safety concerns are expected to persist as traffic volumes and corridor demand continue to increase. The project will allow the City to advance design and implementation of safety improvements informed by data collection, engineering analysis, and public input. The resulting work will help prioritize and refine future capital investments along Brighton Avenue and similar arterial corridors citywide.

VII. RECOMMENDATION

The Department of Public Works recommends City Council approve the requested action so the City may sign the grant agreement and proceed with the Brighton Avenue Safety Demonstration Project and maintain the schedule required under the Safe Streets and Roads for All grant program.

VIII. LIST ATTACHMENTS

1. Order - FHWA Grant re Brighton Ave
2. Attachment A - City of Portland SS4A FY25 Draft Grant Agreement - Final Draft (Clean)
3. Attachment B - Brighton Avenue Safety Demonstration Project Site Location Map
4. Attachment C - Brighton Avenue SS4A - Fiscal Impact Note

Prepared by:
Melissa Graffam
Date: 05/14/2026

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 ACCEPTING AND APPROPRIATING A $2,120,000 FEDERAL HIGHWAY ADMINISTRATION GRANT FOR THE SAFE STREETS AND ROADS FOR ALL IMPROVEMENTS ALONG BRIGHTON AVENUE

ORDERED, that funding in the amount of $2,120,000 from the Federal Highway Administration is hereby accepted and that amount appropriated to the Department of Public Works for the Safe Streets and Roads for All improvements along Brighton Avenue; and

BE IT FURTHER ORDERED, that the City Council hereby approves the agreement between the City of Portland and the Federal Highway Administration in substantially the form attached hereto and authorizes the City Manager or designee to execute said Agreement and any other related documents necessary or convenient to carry out the intent of said Agreement and this order.

1. Federal Award No.

2. Effective Date

See No. 15 Below

3. Assistance Listings No.

20.939

4. Award To

City of Portland, Maine
389 Congress St.
Portland, Maine 04101

Unique Entity Id.: ILZKCFAJXBAC8
TIN No.: 01-6000032

5. Sponsoring Office

U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop W56-485
Washington, DC 20590

6. Period of Performance

Effective Date of Award – 30 months

7. Total Amount

Federal Share:	$ 2,120,000
Recipient Share:	$ 530,000
Other Federal Funds:	$ 0
Other Funds:	$ 0
Total:	**$ 2,650,000**

8. Type of Agreement

Grant

9. Authority

Section 24112 of the Infrastructure Investment and Jobs Act (IIJA, Pub. L. 117–58, November 15, 2021)

10. Procurement Request No.

[insert PR Number]

11. Federal Funds Obligated

Base Phase – Pre-NEPA: **$ 350,000**

12. Submit Payment Requests To

See Article 5.

13. Description of the Project

This award will be used by City of Portland to design, implement, evaluate, and document a four-to-six-month demonstration of Proven Safety Countermeasures along approximately one mile of Brighton Avenue including 15 intersections, in Portland, Maine. Work includes conceptual design, pavement surface leveling to allow for quick-build installation (including, but not limited to restriping, center turn lane, delineators, lighting, pedestrian crossing improvements, vehicle speed feedback signs), a public education campaign, pre and post multimodal counts and speed studies, and a findings report to inform Vision Zero Greater Portland and future capital investments.

RECIPIENT

14. Signature of Person Authorized to Sign

_____

Signature Date

Name: Danielle West

Title: Portland City Manager

FEDERAL HIGHWAY ADMINISTRATION

15. Signature of Agreement Officer

_____

Signature Date

Name:

Title: Agreement Officer

U.S. DEPARTMENT OF TRANSPORTATION

GRANT AGREEMENT UNDER THE FISCAL YEAR 2025 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM

This agreement is between the United States Department of Transportation's (the "**USDOT**") Federal Highway Administration (the "**FHWA**") and the City of Portland, Maine (the "**Recipient**").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("**SS4A**") Grant for the Brighton Avenue Safety Demonstration Project.

The parties therefore agree to the following:

ARTICLE 1
GENERAL TERMS AND CONDITIONS

1.1 General Terms and Conditions.

(a) In this agreement, "**General Terms and Conditions**" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2025 Safe Streets and Roads for All ("SS4A") Grant Program," dated January 22, 2026 which is available at https://www.transportation.gov/grants/ss4a/grant-agreements under "Fiscal Year 2025." Articles 7–33 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.

(b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).

(c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

ARTICLE 2
APPLICATION, PROJECT, AND AWARD

2.1 Application.

Application Title: Brighton Avenue Safety Demonstration Project

Application Date: June 25, 2025

2.2 Award Amount.

SS4A Grant Amount: $ 2,120,000

2.3 Federal Obligation Information.

Federal Obligation Type: Multiple

Obligation Condition Table		
Phase of Project	**Allocation of the SS4A Grant**	**Obligation Condition**
Base Phase – Preliminary Design / Pre-NEPA: To include – securing a consultant for design and implementation, data collection, development and delivery of public outreach and educational program and materials, identification of conceptual design alternatives, and the preliminary design of preferred alternatives.	$ 350,000	

Obligation Condition Table		
Phase of Project	**Allocation of the SS4A Grant**	**Obligation Condition**
Phase 1 - Final Design: To include – finalization and delivery of public outreach and education programs, selection of preferred alternatives for the corridor and up to 15 intersections (approximately 1 mile), data collection and reporting as well as performance measurements, final design of each preferred alternative, development of project costs and specifications, right-of-way, utilities, and NEPA Certification.	$ 150,000	The Recipient shall not expend any funds (Federal or non-Federal) for, seek reimbursement of eligible costs, or otherwise begin any part of the final design and construction of an Implementation or Demonstration Project unless and until: (1) The requirements of the National Environmental Policy Act (42 U.S.C. § 4321 et seq.) ("NEPA"), Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f) ("NHPA"), and any other applicable environmental laws and regulations have been met; and (2) FHWA, or a State with applicable NEPA Assignment authority, has approved the NEPA document for the Project and provided the Recipient with a written notice that the environmental review process is complete; and (3) FHWA has obligated additional funds for this phase and notified the Recipient in writing that the Recipient may proceed to the next activity after NEPA approval, and the Recipient has acknowledged receipt in writing of FHWA's notification. Recipient shall not proceed with any such activities until (2) and (3) as described in this section are met. Costs that are incurred before (2) and (3) as described in this section are met are not allowable costs under this agreement. Extent of activities that are permissible before NEPA is complete are those activities constituting "preliminary design" as specified in FHWA Order 6640.1A.

Obligation Condition Table		
Phase of Project	**Allocation of the SS4A Grant**	**Obligation Condition**
Phase 2 – Construction: To include – procurement of a contractor, data collection and analysis, public education and engagement, construction, monitoring and maintenance, removal of treatments if necessary, and final reporting for the grant.	$ 1,670,000	The Recipient shall not expend any funds (Federal or non-Federal) for, seek reimbursement of eligible costs, or otherwise begin any part of the construction or final design and construction of an Implementation Project or Demonstration Project unless and until: (1) The requirements of the National Environmental Policy Act (42 U.S.C. § 4321 et seq.) ("NEPA"), Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f) ("NHPA"), and any other applicable environmental laws and regulations have been met; and (2) FHWA, or a State with applicable NEPA Assignment authority, has approved the NEPA document for the Project and provided the Recipient with a written notice that the environmental review process is complete; and (3) FHWA has obligated additional funds for this phase and notified the Recipient in writing that the Recipient may proceed to the next activity after NEPA approval, and the Recipient has acknowledged receipt in writing of FHWA's notification. Recipient shall not proceed with any such activities until (2) and (3) as described in this section are met. Costs that are incurred before (2) and (3) as described in this section are met are not allowable costs under this agreement. Extent of activities that are permissible before NEPA is complete are those activities constituting "preliminary design" as specified in FHWA Order 6640.1A.

2.4 Budget Period.

Base Phase Budget Period: Effective Date of Award – June 30, 2027

Phase 1 Budget Period: [Reserved]

Phase 2 Budget Period: [Reserved]

2.5 Grant Designation.

Designation: Demonstration

ARTICLE 3
SUMMARY PROJECT INFORMATION

3.1 Summary of Project's Statement of Work.

Narrative: This award is for a demonstration activity project.

The Brighton Avenue Safety Demonstration Project will test significant and immediate safety improvements for all roadway users on a critical transportation corridor in the City of Portland, Maine. Brighton Avenue is part of the National Highway System (NHS) as an Other Principal Arterial and serves as a major commuter route for motorists and transit users, linking the interstate highway system and communities to the west, including the rapidly growing cities of Westbrook and Gorham, to Portland's universities, hospitals, and downtown. It has been identified as a critical safety corridor by the region's Metropolitan Planning Agency in their 2023 Action Plan, Vision Zero Greater Portland: A Safe System Approach, and is part of the region's high injury and high-risk networks. The Brighton Avenue Safety Demonstration Project will pilot proven safety countermeasures identified in Vision Zero Greater Portland on an approximately one-mile stretch of the street, assess their efficacy, and summarize findings in a stand-alone document that will inform future capital investment and updates to the region's Action Plan.

The project will implement regionally identified quick-build, high-yield, low-cost interventions such as roadway reconfiguration, curb adjustments, delineators, planters, lighting, and vehicle feedback signs along the Brighton Avenue corridor between City Hospital Drive and Wayside Road. The project will include pavement surface leveling to ensure visibility and adhesion of pilot elements, including green conflict markings for bicyclists through intersections. Where known speeding issues exist at Wayside Road, Capisic Street, and City Hospital Drive, speed feedback signage may be installed. Lighting may also be improved throughout the corridor, with both high-level and pedestrian scale fixtures to ensure clear views of pedestrian crossings at night. Where feasible, existing structures (such as light poles or utility poles) will be modified to incorporate lighting to reduce costs and expedite installation. At intersections, a combination of delineators and paint will be used to slow turning movements, prohibit unsafe turning movements, close slip lanes, reduce crossing distances, introduce pedestrian refuge islands, and enhance crosswalk visibility. The City will pair these physical interventions with education targeted particularly toward children and older adults in the project area.

The project will be completed in three phases.

Base Phase - Pre-NEPA:

The Base Phase – Preliminary Design / Pre-NEPA: Focuses on establishing a data-driven foundation for the Brighton Avenue Safety Demonstration Project by securing a qualified consultant to manage design and implementation. This phase begins with a comprehensive data collection effort that includes analyzing pedestrian crossing behaviors and pedestrian crossing-motorist conflict analysis, speed profiles, and infrastructure conditions at critical locations such as school access points and commercial intersections. A key component is the development of a public outreach and educational program to ensure that the needs and desires of all corridor users are integrated into the process. Based on this analysis, the

consultant will identify up to three conceptual design alternatives at key locations determined as part of this process, ranging from "quick-build" tactical treatments like flex posts and paint to more permanent capital improvements. Ultimately, this phase culminates in the selection and preliminary design of preferred alternatives that leverage new technologies to address identified safety challenges effectively.

Option Phase 1- Final Design, Right-of-Way, Utility Relocation and NEPA Certification:

Building upon the preliminary groundwork, Phase 1: Final Design focuses on translating selected concepts into actionable construction plans for the Brighton Avenue corridor. This phase involves the finalization and delivery of public outreach and education programs to ensure community alignment and project transparency. The core of this phase is the final design of the preferred safety alternatives for the corridor and up to 15 key intersections, such as City Hospital Drive, Warwick/Rowe, and Essex Street, covering approximately one mile. Each preferred alternative undergoes a final design process, incorporating detailed project costs and specifications, while concurrently addressing right-of-way requirements, utility coordination, and securing NEPA Certification. By advancing these tailored strategies—ranging from "quick-build" tactical treatments to permanent capital improvements—the project moves toward a data-driven implementation that directly addresses vehicle speeds and active transportation safety along this critical transit route. Performance measurements will be completed and any other data needed to inform the final design will be collected.

Option Phase 2 - Construction:

Construction represents the implementation and evaluation stage of the Brighton Avenue Safety Demonstration Project, where the data-driven strategies developed in earlier phases are put into action. This phase begins with the procurement of a qualified contractor to execute the chosen safety interventions, which may range from "quick-build" tactical treatments like flex posts and paint to more permanent capital improvements. Throughout the construction process, the project will maintain a strong emphasis on public education and engagement to keep the community informed and gather feedback on the new corridor features. Following installation, a data collection and analysis period is conducted to monitor the effectiveness of the treatments in reducing vehicle speeds and improving active transportation and safety. This phase also includes provisions for ongoing monitoring and maintenance and, if the data indicates a treatment is not performing as intended, the adjustment or potential removal of those specific interventions. The phase concludes with comprehensive final reporting for the grant, documenting the project's adherence to a non-prescriptive approach and its success in addressing identified safety challenges along the Brighton Avenue corridor.

3.2 Project's Estimated Schedule.

Demonstration Activity Schedule (Construction)

Milestone	Schedule Date
Planned NEPA Completion Date:	March 1, 2027
Planned Construction Substantial Completion and Open to Public Use Date:	July 15, 2027
Planned SS4A Final Report Date:	June 30, 2028

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	$ 2,120,000
Other Federal Funds:	$ 0
State Funds:	$ 0
Local Funds:	$ 530,000
In-Kind Match:	$ 0
Other Funds:	$ 0
Total Eligible Project Cost:	**$ 2,650,000**

(b) Cost Classification Table

Cost Classification	Total Costs	Non-SS4A Previously Incurred Costs	Eligible Costs
Architectural and engineering fees	$ 500,000	$ 0	**$ 500,000**
Construction	$2,150,000	$ 0	**$2,150,000**
Project Total	**$ 2,650,000**	**$ 0**	**$ 2,650,000**

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4
CONTACT INFORMATION

4.1 Recipient Contact(s).

Lauren Andersen
Senior Engineer
City of Portland, Maine
212 Canco Road, Portland, ME 04103
207-874-8844
landersen@portlandmaine.gov

4.2 Recipient Key Personnel.

Name	Title or Position
Lauren Andersen 207-874-8844 landersen@portlandmaine.gov	Senior Engineer
Danielle West 207-874-8429 dwest@portlandmaine.gov	City Manager
Daniel Marquis 207-874-8809 dmarquis@portlandmaine.gov	Financial Administrator

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: W56-485
1200 New Jersey Avenue, S.E.
Washington, DC 20590
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)

Federal Highway Administration
Office of Competitive Grants and Workforce Programs
HACG-30, Mail Stop W51-232
1200 New Jersey Avenue, S.E.
Washington, DC 20590
HCFASS4A@dot.gov

and

Hank Rettinger
Division Administrator - Maine
FHWA – Maine Division
Agreement Officer's Representative (AOR)
40 Western Ave., Suite 614
Augusta, ME 04330
(207) 622-8350
Maine.FHWA@dot.gov

and

Patrick Adams
Maine Division Office Lead Point of Contact
Maine Division Office
Safety and Operations Specialist
40 Western Ave., Suite 614
Augusta, ME 04330
(207) 512-4919 [desk]
(207) 816-2482 [cell]
Patrick.Adams@dot.gov

ARTICLE 5
USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Competitive Grants and Workforce Programs

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the "AO") are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308 (f) (6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

5.2 Reimbursement Requests

(a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.

(b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.

(c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer's Representative (the "**AOR**") may withhold processing that request until the Recipient provides sufficient detail.

(d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.

(e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.

(f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6
SPECIAL GRANT TERMS

6.1 SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.

6.2 The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.

6.3 SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.

6.4 The Recipient of a Planning and Demonstration Grant that involves a demonstration activity agrees to provide an assessment of each demonstration activity and update the existing Action Plan, which will incorporate the information gathered in the Action Plan's list of projects or strategies and/or inform another part of the existing Action Plan. The Recipient also agrees that demonstration activities are temporary in nature and must be removed and/or ended following the conclusion of the project if the assessment of the demonstration activities does not affirm that the activities provide safety benefits.

6.5 The Recipient acknowledges that it is required to conduct certain environmental analyses and to prepare and submit to FHWA, or State with applicable NEPA Assignment authority, documents required under NEPA, and other applicable environmental statutes and regulations before the Government will obligate funds for Option Phase 1 under this agreement and provide the Recipient with a written notice to proceed with Option Phase 1.

6.6 The Government's execution of this agreement does not in any way constitute pre-approval or waiver of any of the regulations imposed upon Recipient under the applicable Federal rules, regulations and laws regarding SS4A projects undertaken in accordance with the terms and conditions of this agreement. The Recipient shall comply with all applicable Federal requirements before incurring any costs under this agreement.

6.7 The Recipient must coordinate its supplemental planning and/or demonstration activities with the jurisdiction that has an existing Action Plan in place that was used to apply for the supplemental planning and/or demonstration activities.

6.8 **There are no other special grant requirements.**

ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION

Study Area: Brighton Avenue from City Hospital Drive to Wayside Road (includes ~15 intersections), Portland, Maine

Baseline Measurement Date: May 15, 2027

Baseline Report Date: July 15, 2027

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Safety Performance	Fatalities: Total annual fatalities in the project location(s)	Within 120 days after the end of the period of performance
Safety Performance	Serious Injuries: Total annual serious injuries in the project location(s) [if available]	Within 120 days after the end of the period of performance
Safety Performance	Crashes by Road User Category: Total annual crashes in the project location(s) broken out by types of roadway users involved (e.g., pedestrians, bicyclists, motorcyclist, passenger vehicle occupant, commercial vehicle occupant)	Within 120 days after the end of the period of performance
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Outcomes and Benefits	Quantitative Project Benefits: Quantification of evidence-based projects or strategies implemented (e.g., miles of sidewalks installed, number of pedestrian crossings upgraded, etc.)	Within 120 days after the end of the period of performance
Outcomes and Benefits	Qualitative Project Benefits: Qualitative description of evidence-based projects or strategies implemented (e.g., narrative descriptions, testimonials, high-quality before and after photos, etc.)	Within 120 days after the end of the period of performance
Outcomes and Benefits	Project Location(s): GIS/geo coordinate information identifying specific project location(s)	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

ATTACHMENT B
CHANGES FROM APPLICATION

Scope: None

Schedule: The only notable change is we hope to start Conceptual Design in Summer 2026 instead of Fall 2026. This will allow final design to be completed early Spring 2027 and installation in Summer 2027. This matches our rough schedule but moves up the conceptual design to Summer instead of Fall 2027. The rest of the timeline reflects our goals.

Budget: None

The table below provides a summary comparison of the project budget.

	Application		Section 3.3	
Fund Source	$	%	$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
Future Eligible Project Costs				
SS4A Funds				
Other Federal Funds				
Non-Federal Funds				
Total Future Eligible Project Costs				
Total Project Costs				

ATTACHMENT C

[RESERVED]

ATTACHMENT D

[RESERVED]

ATTACHMENT E
LABOR AND WORK

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with "X" in the following table align with the application:

	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. *(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)*
X	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. *(Describe the training programs in the supporting narrative below.)*
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. *(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)*
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including union participation or project labor agreements which promote cost-effectiveness and open competition. *(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)*
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. *(Describe the partnership and workforce strategies in the supporting narrative below.)*
X	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. *(Describe those actions in the supporting narrative below.)*
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in schedule B. *(Identify the relevant actions from schedule B in the supporting narrative below.)*
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

To ensure the Brighton Avenue Safety Demonstration Project is deeply rooted in supporting good paying jobs and strong labor standards, the City of Portland will comply with Federal and State requirements such as the Davis Bacon Laws. In addition, our contract requires a certain percentage of apprenticeships on the project. Both of these laws require fair pay and utilization of an apprenticeship program on the project. These are standard requirements as part of our contract and will be enforced to ensure the project creates good-paying jobs and allows for strong labor standards.

ATTACHMENT F
CRITICAL SECURITY INFRASTRUCTURE AND RESILIENCE

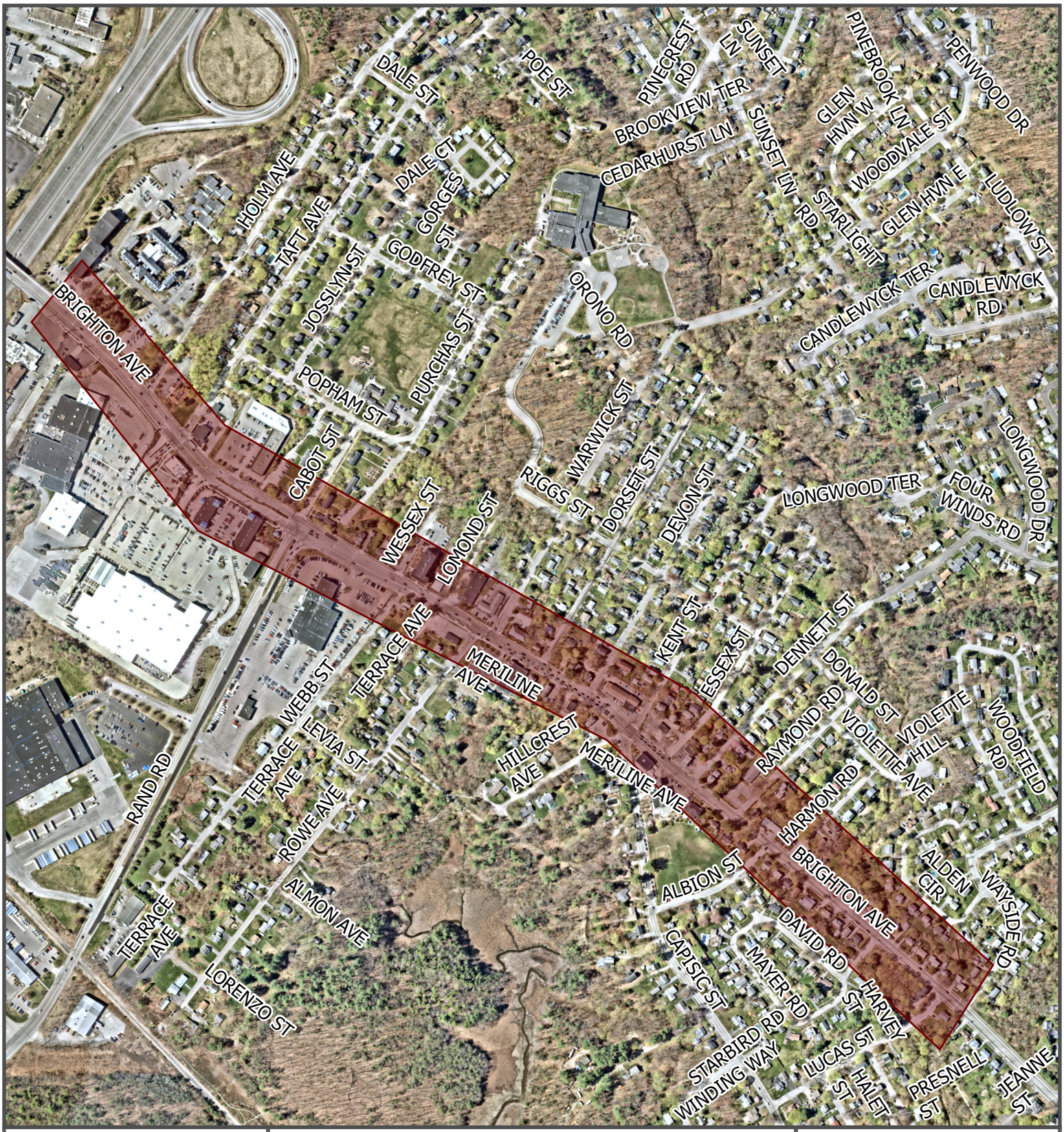
1. Efforts to Strengthen the Security and Resilience of Critical Infrastructure Against Both Physical and Cyber Threats.

The Recipient states that rows marked with "X" in the following table are accurate:

	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.
X	Not applicable. Grant does not require the purchase of information technology or operational technology.

2. Supporting Narrative.

None.



CITY OF PORTLAND, MAINE
DEPT. OF PUBLIC WORKS
212 CANCO RD STE B
PORTLAND, MAINE 04101
PHONE (207) 874-8846 FAX (207) 874-8852

Brighton Avenue Safety Demonstration Project

N

APRIL 2026

DRAWN BY: TSY

0 250 500 1,000 Ft

FISCAL IMPACT NOTE New Program Cost Data:	Year 1 City Rate	Year 1 City / Sch Combined Rate	Year 2 City Rate	Year 2 City / Sch Combined Rate	Year 3 City Rate	Year 3 City / Sch Combined Rate
Example:						
ADD: NEW ITEM ANNUAL EXPENDUTURES		$0		$39,750		$39,750
LESS: TOTAL NEW ITEM ANNUAL REVENUES		$0		$0		$0
=NEW ITEM NET TAX RATE IMPACT PROJECTION	$0	$0	$39,750	$39,750	$39,750	$39,750
New Program Impact to the Mil Rate	$0.0000	$0.0000	$0.0050	$0.0050	$0.0050	$0.0050
New Program % Impact on Mil Rate	0.0000%	0.0000%	0.0444%	0.0224%	0.0444%	0.0224%
Mil Rate Inlcuding New Program	*$11.3400*	*$22.4800*	*$11.3450*	*$22.4850*	*$11.3450*	*$22.4850*

Notes: The CIP impact will begin in 2027 and remain for the 20 year life of the bond.

MEMORANDUM
City Council Agenda Item

FROM: Ethan Hipple

DATE: May 20, 2026

SUBJECT: Order 241-25/26 Accepting and Appropriating a $90,000 Donation from the Portland Parks Conservancy for Traffic Calming Efforts in Payson Park - Sponsored by Danielle P. West, City Manager

SPONSOR: Sponsored by 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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: Yes

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

PRESENTATION: Ethan Hipple- Available for questions

I. SUMMARY

This order would accept and appropriate a $90,000 donation from the Portland Parks Conservancy—funded by the 2025 Back Cove Music and Arts Festival—to implement traffic calming improvements in Payson Park.

II. AGENDA DESCRIPTION

Accepting and Appropriating $90,000 from the Portland Parks Conservancy for traffic calming efforts in Payson Park - Sponsored by Danielle P. West, City Manager
If approved, this order would accept and appropriate a $90,000 donation from the Portland Parks Conservancy for traffic-calming efforts in Payson Park. These funds represent a donation via the 2025 Back Cove Music and Arts Festival for improvements to Payson Park, per the terms of the Festival's agreement with the City. The Conservancy has been holding funds until work was ready to proceed.

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

III. BACKGROUND

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

This donation will help improve traffic safety in Payson Park.

V. FINANCIAL IMPACT

This donation covers the cost of traffic calming efforts in Payson Park.

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis that will not appear in the Agenda Description.

VII. RECOMMENDATION

The Staff recommends acceptance of this gift as it funds an important initiative that helps the City reach its goals for Vision Zero.

VIII. LIST ATTACHMENTS

1. Order - Accepting and Appropriating a $90k Donation from Portland Parks Conservancy for Payson Park

Prepared by:

Ethan Hipple
Date: 05/20/2026

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 $90,000 DONATION FROM THE PORTLAND PARKS CONSERVANCY FOR TRAFFIC CALMING EFFORTS IN PAYSON PARK

ORDERED, that a donation of $90,000 from the Portland Parks Conservancy is hereby accepted and appropriated to the Parks, Recreation and Facilities Department for traffic calming efforts in Payson Park; and

BE IT FURTHER ORDERED, that the City Manager or designee is hereby authorized to execute whatever documents are necessary or convenient to effect the intent and purpose of this Order.

MEMORANDUM
City Council Agenda Item

FROM: Ethan Hipple

DATE: May 20, 2026

SUBJECT: Order 242-25/26 Accepting and Appropriating a $21,664.20 Donation from the Portland Parks Conservancy for the Portland Youth Corps - Sponsored by Danielle P. West, City Manager

SPONSOR: Accepting and Appropriating $XXXX from Portland Parks Conservancy for Portland Youth Corps

(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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: Yes

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

PRESENTATION: Ethan Hipple- Available for questions

I. SUMMARY

This order would accept and appropriate a $21,664.24 donation from the Portland Parks Conservancy to fund supplies, trips, and coordinator costs for the fifth year of the Portland Youth Corps, a City-run youth environmental stewardship and service program.

II. AGENDA DESCRIPTION

If approved, this order would accept and appropriate a donation of $21,664.24 from the Portland Parks Conservancy for the Portland Youth Corps, a City-run program that promotes personal and professional growth through community service, environmental stewardship, and hands-on conservation opportunities within Portland's parks and green spaces. This is the fifth year this grant has been given.

The program is run by City staff and engages young people of diverse backgrounds in hands-on service projects such as habitat restoration, tree planting, trail construction, and other outdoor work. Corps members receive a stipend for participation. The program runs during the Spring, Summer, and Fall seasons. Over 50 young people take part annually. This donation from the Portland Parks Conservancy covers the cost of supplies, trips and miscellaneous expenses, as well as a portion of the Environmental Steward who assists in coordinating the program.

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

III. BACKGROUND

The Portland Youth Corps has recently started its sixth year of operation, thanks to the generous donations from the Parks Conservancy.

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

This donation covers the operating expenses of the program.

V. FINANCIAL IMPACT

This donation reduces the cost of a Maine Conservation Corps Environmental Steward, paid by the City of Portland.

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis that will not appear in the Agenda Description.

VII. RECOMMENDATION

The Staff recommends acceptance of this gift as it allows a valuable community program to continue.

VIII. LIST ATTACHMENTS

1. Order - Accepting and Appropriating a $21,664.24 Donation from Portland Parks Conservancy for PYC

Prepared by:
Ethan Hipple
Date: 05/20/2026

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 $21,664.24 DONATION FROM THE PORTLAND PARKS CONSERVANCY FOR THE PORTLAND YOUTH CORPS

ORDERED, that a donation of $21,664.24 from the Portland Parks Conservancy is hereby accepted and appropriated to the Portland Youth Corps, a collaborative program of the Parks, Recreation and Facilities Department; and

BE IT FURTHER ORDERED, that the City Manager or designee is hereby authorized to execute whatever documents are necessary or convenient to effect the intent and purpose of this Order.

MEMORANDUM
City Council Agenda Item

FROM: Ethan Hipple

DATE: May 20, 2026

SUBJECT: Order 243-25/26 Accepting and Appropriating $20,895 from the Portland Parks Conservancy for Improvements to North Deering Park - Sponsored by Danielle P. West, City Manager

SPONSOR: Sponsored by 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 6/1/2026 **Final Action 6/15/2026**

Can action be taken at a later date: Yes

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

PRESENTATION: Ethan Hipple is available for questions

I. SUMMARY

This order would accept and appropriate a $20,895 donation from the Portland Parks Conservancy to fund upgrades in North Deering Park, including new and improved trails, signage, and parking lot improvements.

II. AGENDA DESCRIPTION

If approved, this order would accept and appropriate a donation of $20,895 from the Portland Parks Conservancy for improvements to North Deering Park. The Conservancy supported the fundraising campaign to acquire North Deering Park in 2023, previously privately owned and known as Haverty Field. Since then, the Conservancy has been focused on upgrades in Portland's newest park, including new trails, improved trails, new signage and parking lot improvements.

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

III. BACKGROUND

The North Deering neighborhood features few alternative park amenities, and its acquisition has improved Portland's ParkServe score from 95 to 98 (representing the percentage of residents who live within a 10-minute walk of a park).

IV. INTENDED RESULT AND/OR COUNCIL GOAL ADDRESSED

This donation covers improvements in North Deering Park.

V. FINANCIAL IMPACT

This donation reduces the cost of improving North Deering Park.

VI. STAFF ANALYSIS AND BACKGROUND

Staff Analysis that will not appear in the Agenda Description.

VII. RECOMMENDATION

The Staff recommends acceptance of this gift as it has facilitated important improvements to Portland's newest park.

VIII. LIST ATTACHMENTS

1. Order - Accepting and Appropriating a $20,895 Donation from Portland Parks Conservancy for North Deering Park

Prepared by:
Ethan Hipple
Date: 05/20/2026

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 $20,895.00 DONATION FROM THE PORTLAND PARKS CONSERVANCY FOR IMPROVEMENTS TO NORTH DEERING PARK

ORDERED, that a donation of $20,895.00 from the Portland Parks Conservancy is hereby accepted and appropriated to the Parks, Recreation and Facilities Department for improvements to North Deering Park; and

BE IT FURTHER ORDERED, that the City Manager or designee is hereby authorized to execute whatever documents are necessary or convenient to effect the intent and purpose of this Order.