



RENT BOARD

July 22, 2026

5:00 PM

ZOOM INFORMATION:

Join from PC, Mac, iPad, or Android:

<https://portlandmaine-gov.zoom.us/j/85205631634?pwd=nsqaWrLj07XiaOf7K2AwaXRIP9L7u1.1>

Passcode:068783

Phone one-tap:

+13092053325,,85205631634#,,, *068783# US

+13126266799,,85205631634#,,, *068783# US (Chicago)

Join via audio:

+1 309 205 3325 US

+1 312 626 6799 US (Chicago)

+1 646 931 3860 US

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 305 224 1968 US

+1 689 278 1000 US

+1 719 359 4580 US

+1 253 205 0468 US

+1 253 215 8782 US (Tacoma)

+1 346 248 7799 US (Houston)

+1 360 209 5623 US

+1 386 347 5053 US

+1 507 473 4847 US

+1 564 217 2000 US

+1 669 444 9171 US

+1 669 900 6833 US (San Jose)

Webinar ID: 852 0563 1634

Passcode: 068783

International numbers available: <https://portlandmaine-gov.zoom.us/j/85205631634?pwd=nsqaWrLj07XiaOf7K2AwaXRIP9L7u1.1>

II. ROLL CALL:

III. APPROVAL OF MINUTES

- a. June 24, 2026 Minutes

IV. COMMUNICATIONS:

Please note: Written public comment must be received via email (rentboard@portlandmaine.gov) by 12pm the day before the scheduled meeting. The subject line needs to read "Written Public Comment"

- a. Rent Control Report Q2-2026

V. UNFINISHED BUSINESS:

- a. Approval of Findings of Fact & Conclusions of Law
- b. Rent Increase Application - Public Comment
Owner: Wilbur Cheever, 38 William St, Portland, ME 04103
Address: 72 William St, all 3 units
CBL: 117-C-019-001
- c. Rent Increase Application - Public Comment
Owner: Wilbur Cheever, 38 William St, Portland, ME 04103
Address: 76 William St, all 3 units
CBL: 117-C-017-001
- d. Rent Increase Application - Public Comment
Owner: Stacy Salvo, 7 Hilltop Trl, Falmouth, ME 04105
Representative: Kevin Salvo, 7 Hilltop Trl, Falmouth, ME 04105
Address: 22 South Grafton St, both units
CBL: 169-D-054-001

VI. New Business

- a. Rent Increase Application - Public Comment
Owner: West Bayside Partners LLC, 511 Congress St, Ste 601, Portland, ME 04101
Representative: P.J. Massey, 511 Congress St, Ste 601, Portland, ME 04101

Address: 132 Marginal Way, all 196 units

CBL: 442-A-001-001

Type of Increase: Increased Housing Service Costs

b. Rent Increase Application - Completeness Review

Owner: Julie Sullivan & Daniel Sullivan, 73 Hennessey Ave, Brunswick, ME
04011

Address: 340 Eastern Promenade #213

CBL: 015-A-002-046

c. Rent Board Annual Report Update

VII. Adjourn

Remote Rent Board Meeting Minutes - Held Via Zoom

Wednesday, June 24, 2026

II. Roll Call - 0:07:09

Matthew Lax, Tenant, District 1 - Chair

James "Gordon" Platt, Landlord, District 2 - Absent

Christopher "Buddy" Moore, Tenant, District 3

Jonas Burke, Landlord, District 4

Vacant, District 5

Anne-Laure Razat, Tenant, At-Large - Vice Chair - Absent at the time of roll call, joined at 1:56:11

Kristen Carreras, Landlord, At-Large

Staff present:

Dylan Orr, Rental Registration Coordinator

Benjamin Plante, Esq., Counsel for the Rent Board

III. Approval of Minutes - 0:07:32

a. May 27, 2026 Minutes

0:08:03 - Kristen Carreras moves to approve the May 27, 2026 minutes. Seconded by Jonas Burke. (4-0; Platt and Razat absent) The motion passes.

IV. Communications - 0:08:37

No public comment received.

V. Unfinished Business - 0:09:12

a. Rent Increase Application - Public Comment - 0:09:16

Owner: Wilbur Cheever, 38 William St, Portland, ME 04103

Address: 72 William St, all 3 units

CBL: 117-C-019-001

0:15:11 - The applicant, Will Cheever, presents the application.

0:28:47 - Kristen Carreras moves to close public hearing. Seconded by Christopher "Buddy" Moore. (4-0; Platt and Razat absent) The motion passes.

0:57:52 - Kristen Carreras moves to recategorize owner labor as management services, given the communication received and the description of the services from the landlord. Seconded by Jonas Burke.

1:06:18 - Kristen Carreras withdraws previous motion.

1:08:26 - Kristen Carreras moves to find that as a general rule, a 10% cap on owner-performed management services is based on the most common figure which commercial management companies use. There is no second.

1:12:35 - Matthew Lax moves the owner-performed labor in both Base Year and Current Year to the manager/management services category, based on the description of what the labor was provided by the applicant. To cap those amounts of what is now owner-performed management at 10% of the gross rental income for the year based on previous contracts and other evidence that we've seen in other proceedings. Seconded by Jonas Burke. (4-0; Platt and Razat absent) The motion passes.

1:27:01 - Matthew Lax moves to find that 72 William Street, unit 1, the rent was kept exceptionally low even in comparison to the Boston Metro CPI change, and to increase the Base Year income to \$1,178.52 based on the Boston Metro CPI change from November 2008 to November 2019. Seconded by Jonas Burke. (4-0; Platt and Razat absent) The motion passes.

1:43:27 - Christopher "Buddy" Moore moves to table the application for 72 William Street to the next regularly scheduled meeting, with the request to be provided rental amounts by the landlord that are validated by the city, as well as the remaining Banked Rent for each unit. Seconded by Jonas Burke. (4-0; Platt and Razat absent) The motion passes.

b. Rent Increase Application - Public Comment - 1:47:09

Owner: Wilbur Cheever, 38 William St, Portland, ME 04103

Address: 76 William St, all 3 units

CBL: 117-C-017-001

1:47:43 - The applicant, Will Cheever, presents the application.

1:52:00 - A tenant of the property, Aimee Lafreniere, speaks as an Objector.

1:56:11 - Anne-Laure Razat joins the meeting.

2:01:12 - Kristen Carreras moves to close public comment. Seconded by Matthew Lax. (5-0; Platt absent) The motion passes.

2:17:53 - Anne-Laure Razat moves to table 76 William Street to the next regularly scheduled Rent Board. Seconded by Kristen Carreras. (5-0; Platt absent) The motion passes.

2:19:56 through 2:25:54 - The Board takes a recess.

c. Rent Increase Application - Public Comment - 2:26:06

Owner: Meloon George H Inc, 963 Washington Ave, Portland, ME 04103

Representative: Jeremy Hutchings, 1888 Gray Ct, Garnerville, NV 89410

Address: 963 Washington Ave, all 4 units

CBL: 171-A-011-001

2:27:17 - The applicant, Jeremy Hutchings, presents.

2:34:56 - A tenant of the property, April Bolstridge, speaks as an Objector.

3:06:35 - Kristen Carreras moves to close public comment. Seconded by Anne-Laure Razat. (5-0, Platt absent) The motion passes.

3:48:57 - Kristen Carreras moves to accept Base Year adjustment for units 1 and 4, as they did not follow the CPI increase. Seconded by Matthew Lax. (3-2; Razat and Moore vote no, Platt absent) The motion fails.

3:50:32 - Matthew Lax amends previous motion to include the exceptional circumstances created by the slow shut down of the business that allowed rent increases to be slower than the rate of inflation. Seconded by Kristen Carreras. (3-2; Razat and Moore vote no, Platt absent) The motion fails.

4:16:20 - Matthew Lax moves to strike the water expense from the Current Year expenses as there is not an expense provided for it in the Base Year. Seconded by Christopher "Buddy" Moore. (5-0; Platt absent) The motion passes.

4:34:26 - Kristen Carreras moves to deny increase for 963 Washington units 1, 2, & 4 rent increase cannot be realized due to the existence of Banked Rent and approves 963 Washington unit 3 for \$13.19. Seconded by Matthew Lax. (5-0; Platt absent) The motion passes.

4:40:28 - Anne-Laure Razat moves to suspend rules to continue and table agenda items V.d., VI.a., VI.b. to a special meeting. Seconded by Kristen Carreras. (4-1; Lax votes no, Platt absent) The motion passes.

d. Election of Vice Chair

See 4:40:28

VI. New Business

a. Rent Increase Application - Conditional Approval

Owner: GOODDEEDS9922 LLC

Address: 23 Pembroke St, all 3 units

CBL: 428-B-006-001

See 4:40:28

b. Rent Increase Application - Completeness Review

Owner: Stacy Salvo, 7 Hilltop Trl, Falmouth, ME 04105

Address: 22 South Grafton St, both units

CBL: 169-D-054-001

See 4:40:28

c. Schedule Special Meeting - 4:43:49

4:44:08 - Matthew Lax moves to schedule a special meeting for July 8, 2026 at 6:00 pm. Seconded by Kristen Carreras. (5-0; Platt absent) The motion passes.

d. Rent Board Annual Report Discussion - 4:46:05

No motions made or votes received.

e. Maintenance of Net Operating Income Application - Subcommittee Update - 4:47:54

5:01:29 - Matthew Lax moves to change subcommittee to Kristen Carreras and Christopher "Buddy" Moore, and schedule workshop for August 19, 2026 at 6:00 pm. Seconded by Kristen Carreras. (5-0; Platt absent) The motion passes.

VII. Adjourn - 5:05:49

5:05:49 - Kristen Carreras moves to adjourn. Seconded by Anne-Laure Razat. (5-0; Platt absent) The motion passes.

City of Portland | Permitting and Inspections
Jessica Quattropani, *Director*



TO: Housing & Economic Development Committee
CC: Rent Board
FROM: Jessica B. Quattropani, Director of Permitting and Inspections
DATE: July 8, 2026
RE: Quarterly Rent Control Report- Q2-2026

Rent Control Report Quarter 2 (4/1/2026-6/30/2026)

2026 Licensed Long-Term Rental Units:

	Registered	Partially Registered	Unregistered
As of 6/30/2026	19,954	105	28

Rent Board

	Total # of Applications	Total # of Applications approved	Total # of Applications Denied	Total # of Applications Tabled
Rent Increases	7	2	0	5
Complaints	1	0	1	0
Other	0	0	0	0
Quarter 2 Total:	8	2	1	5
Year to date Total	18	6	3	9

Rent Control Inspections

Type of Inspections	Total # Properties	Total # of units
<u>Complaints</u> (Potential violations reported to our office)	*22	262
<u>Audits</u> (Proactive enforcement based on percentage that rent was increased)	232	989
<u>Quality Control</u> (proactive verification of data supplied to our office)	70	430
<u>License Reviews</u> (review rental information in new license applications)	110	298
Quarter 2 Total:	434	1,979
Year to date Total	936	7,426

***Breakdown of Complaints by property:**

	Founded Complaints *Violation exists	Unfounded Complaints #no violation	In Progress *Actively investigating
Quarter 2 Total	4	2	16
<i>Year to Date Total</i>	12	4	18

#Unfounded Complaint Breakdown:

- Dispute over return of security deposit - referred tenant to Pine Tree Legal.
- Complaint of landlord entering property w/o proper notice - referred tenant to Pine Tree Legal.

Rent History Report Requests:

	Total # of Requests
Quarter 2 Total	58
<i>Year to Date Total</i>	123

City of Portland – Housing Safety Division
RENT INCREASE APPLICATION – MAINTENANCE OF NET
OPERATING INCOME

Date of Hearing:

April 22, 2026 - Tabled to May 27, 2026 - Tabled to June 24, 2026 - Tabled to July 22, 2026

Owner Name and Address:

Wilbur Cheever
38 William St, Portland, ME 04103

Property Address:

72 William St, all 3 units

CBL:

117-C-019-001

Tenants/Interested Parties:

Yes

City of Portland | Permitting and Inspections
Licensing and Housing Safety Division
Rentboard@portlandmaine.gov | 207-874-8900



June 10, 2026

Re: Notice of Public Hearing

To: Tenants of 72 William St

This is a notice of a public hearing before the Rent Board at their next scheduled meeting on **Wednesday, June 24, 2026** at 5pm. This meeting will be held via Zoom.

The property owner for the above address, **Wilbur Cheever**, has submitted a "Landlord Worksheet/Petition for Rent Board Approved Rent Increase".

The Zoom link will be accessible by **June 17, 2026** at the link below:

<http://portlandmaine.gov/129/Agendas-Minutes>

***Please note:** Written public comment must be received via email (rentboard@portlandmaine.gov) by 12pm the day before the scheduled meeting. Please make sure that the subject line reads "Written Public Comment".

Thank you,

Dylan Orr
Rental Registration Coordinator
City of Portland
389 Congress St
Portland, ME 04101

**City of Portland Permitting and Inspections Department Landlord
Worksheet/Petition for Rent Board Approved Increase Rent Increase using
Fair Return Standard: Maintenance of Net Operating Income (MNOI)**

Note to Applicants

All information and documentation provided in this application will be made available to the public, pursuant to applicable public access laws in the State of Maine. An Applicant may choose to redact sensitive information contained herein, including, but not limited to bank account information, debit card or credit card information, government-issued identification information, personal contact information such as phone numbers, email addresses, tenant or employee names, or other personally identifying information. The Rent Board may act within its authority to request any additional information it deems pertinent to the application at hand.

Introductory Information

A landlord is entitled to a fair return on investment, which means an amount sufficient to allow a just and reasonable rate of return, to encourage the investment of capital in the rental housing market, to fairly compensate investors for the risks they have assumed, and to achieve minimum constitutionally protected standards.

Pursuant to the Rent Control Ordinance, the fair return on investment must be calculated using Maintenance of Net Operating Income (MNOI). This methodology presumes the net operating income the landlord earned from a Covered unit during the calendar year 2019 yielded a fair return on investment unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. To qualify for an MNOI increase, the landlord has to file this application for a hearing by the Rent Board.

1. Presumption of Base Year Net Operating Income

It shall be presumed that the net operating income received by the landlord during the calendar year 2019 (the Base Year) yielded a Fair Return on investment. This presumption may be rebutted, in which case an adjusted Base Year Net Operating Income shall be used.

2. Fair Return

A landlord has the right to obtain a net operating income equal to the Base Year (2019) net operating income adjusted by 100% of the percentage increase in the Consumer Price Index (CPI), since the Base Year. It shall be presumed this standard provides a Fair Return.

3. Base Year:

- a. Calendar year 2019 is the Base Year.
- b. In the event that a prior determination of the allowable Rent is made pursuant to a Fair Return petition, if a subsequent petition is filed, the Base Year shall be the year that was considered as the "current year" in the prior petition.
- c. Unless otherwise exempted from the limitation on rent increases by local, state or federal laws or regulations, if a Rental Unit enters the marketplace for the first time after 2019, the Base Year shall be the year the Unit entered the marketplace.

4. Current Year

The "current year" shall be the calendar year preceding the petition.

5. CPI (Consumer Price Index)

The annual CPI for the current year for All Urban Consumers for the Greater Boston Metro area (All Urban Consumers, All Items) provided by the U.S. Bureau of Labor Statistics [[Bureau of Labor Statistics Data \(bls.gov\)](https://www.bls.gov)].

6. Limits of Allowable Rent Increases in Any One Year

If the amount of any rent increase granted pursuant to a fair return petition exceeds 10%, the portion in excess of 10% shall be deferred to the next year or years following the procedure for Banked Rent.

General Information About the Property

Street Address: 72 William St.

Parcel Number(s): 117-0019-001

Year Property Purchased by Current Owner: 1942

Total Number of Units on the Property: 3

Total Number of Units Affected by Proposed Rent Increase: 3

Are there Rental Units that are Partially or Fully Exempt (circle)? Yes No

If yes, number of Exempt Rental Units and Basis for Exemption: _____

Section 1. Landlord Information

Name: Will Chewer

Phone(s): 207-831-0436

Business Address: 38 William St

City, State, Zip: Bethel, ME 04103

Business E-mail: wchewer@gmail.com

Section 2. Agent Information (if applicable)

Name: _____

Phone(s): _____

Business Address: _____

City, State, Zip: _____

Business E-mail: _____

Section 3. Services

Please check the applicable box to identify the manner in which each service is paid.

	Paid by Landlord, but not passed through to Tenants	Tenants pay service directly	Landlord pays service and passes cost through to Tenants
Gas	☒	☒	☐
Electricity	☒	☒	☐
Water	☒	☐	☐
Sewer	☒	☐	☐
Garbage	☒	☐	☐
Other:	☐	☐	☐

March 31, 2026

Dear Rent Board,

I have owned both my properties for more than 30 years and strive to provide safe, quality housing at a reasonable value. I attempt to keep my rents below market, provide exceptional service and take pride in the spaces my tenants live in.

My starting point for the base rent for both buildings is low mostly due to the fact I had not raised my rents along with the rate the rents were getting inflated all over the city during the two decades prior. I try to only raise my tenants' rents every 3-5 years so I got caught on the low side of this rapid market inflation. This is my basis for asking for the base rent of 2019 to be elevated in both buildings. I had historically used the change in tenancy to bring my leases up closer to market rate which as I understand can't happen without first submitting a request along with the 28 page MNOI form filled out and handed in.

In 72 William St. I have invested \$206,000 in completely rehabbing all three units and updating the exterior over the past five years. At the end of the day I am asking the rent board to look at if I can be closer to market rate for all three units and allow me to recoup on my investment improving all three units making them safer and more comfortable spaces to live in.

At 76 William St. I changed the 2nd floor from a one bedroom to a two bedroom to accommodate a long term tenant's life change. With this change I'm asking the rent board to change the base rate of this unit more significantly than the other two units, although their base rent rates should be elevated as well. How do I update/change this apartment from a one bedroom to a two bedroom listing?

I do apologize for being naive and thinking I could invest in improving the spaces between long term tenants and using that timing and expense to bring the rents up to market rates. I didn't understand the MNOI process (still struggling with it but trying) as the vehicle to present to the rent board for changing the rates for each unit.

I understand you are attempting to be transparent and fair while encouraging landlords to invest in keeping their properties safe places to live. Unfortunately for myself and my tenants the process is cumbersome and difficult to navigate. I have done my best to provide the information you ask for and follow the intricate computations. All my documentation for costs of goods and services is in stored paper invoices and statements which is hard to put in any other format than handing you a box with these documents in them.

Thanks-

A handwritten signature in black ink, appearing to read 'Will Cheever', with a long, sweeping horizontal stroke extending to the right.

Will Cheever

Section 4. Changes to Services

Briefly describe the services provided to the rental units. Include all services provided and state which services are provided without additional charge.

off street parking, on site laundry, snow removal & landscaping

all provided services included

hot water included

If there have been any changes to the services listed above or in the responsibility for their payment since the base year, please explain:

Section 5. Income and Expense Explanation and Calculation

Calculation of Net Operating Income

Net operating income shall be calculated by subtracting operating expenses from gross rental income.

Gross Rental Income

Gross rental income includes:

- Scheduled rental income at one hundred percent (100%) occupancy plus all other income or consideration received or in connection with the use or occupancy of the Rental Unit.
If there is a change in the number of rental units between the Base Year & Current Year, the rental income and expenses for the same number of units shall be used in calculating the net operating income for both periods. The purpose of this provision is to provide a fair compensation between the Base Year and the Current Year.
- Vacant or owner-occupied rental units at the time a petition is filed, that provided rental income in the Base Year, shall count toward the calculation of gross rental income in the Current Year. The Rent Program shall attribute rental income calculated on the basis of average rents for comparable units at the property that were most recently rented. If no comparable units on the property were rented within the last two years, initial rents for comparable units in the City may be used if there is no other basis for its calculation.

Gross rental income shall not include:

- Utility charges that are sub-metered, for gas, electricity or water paid directly by the tenant;
- Charges for refuse disposal, sewer service or other services (which are either provided solely on a cost pass-through basis if they are regulated by state or local law)

Section 6. Operating Expenses

Operating expenses include reasonable costs of operation and maintenance of the Rental Unit, including:

- Management Expenses;
- Utility Costs except a utility that are paid directly by the tenant(s);
- Real Property Taxes Assessed and Paid;
- Insurance;
- License, Registration and other Public Fees;
- Landlord-performed Labor;
- Legal Expenses;
- The Amortized Costs of Capital Improvements; and
- Other Reasonable Operating Expenses.

Operating expenses shall not include the following:

- Mortgage principal or interest payments or other debt service costs and costs associated with obtaining financing;
- Any penalties, fees or interest assessed or awarded for violation of any provision of this chapter or of any other provision of law;
- Land lease expenses;
- Political contributions and payments to organizations or individuals which are substantially devoted to legislative lobbying purposes;
- Depreciation;
- Any expenses for which the Landlord has been reimbursed by any utility rebate or discount, Security Deposit, insurance settlement, judgment for damages, settlement or any other method or device;
- Unreasonable increases in expenses since the Base Year;
- Expenses associated with the provision of master-metered gas and electricity services;

- Expenses which are attributable to unreasonable delays in performing necessary maintenance or repair work or the failure to complete necessary replacements. (For example if a roof replacement is unreasonably delayed, the full cost of the roof replacement would be allowed; however, if interior water damage occurred as a result of the unreasonable delay, that expense would not be allowable to support a fair return); and
- Unreasonable Expenses.

Claim for Base Rent Adjustment

A claim may be made for a Base Year Rent Adjustment if the Base Year Rent and/or earlier rent amounts were disproportionately low. A Base Year Rent Adjustment will be considered if the evidence supporting a requested adjustment is provided and sufficiently compelling enough to show that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. Landlords may rebut the presumption that the Base Year net operating income provided a fair return. If a claim is made on this basis, the petitioner must complete Section 19, Claim for Adjustment of Base Year Net Operating Income and Associated Rent Adjusted Claim at the end of this Application.

Check here ☒ if a claim for a Base Year Rent Adjustment is included in this application and complete Section 18 of this Application.

72 Williams

amended 6/26/26 to include
personal subsidies

Section 7. Income Worksheet

	Base Year (2019) ¹	Current Year (2025)
Rental Income		
1. Gross scheduled rental income (total for the calendar year) including uncollected rent.	\$ <u>31,400</u>	\$ <u>63,300 60,150</u>
2. Portion Attributable to Vacancy	\$ <u>2,400</u>	\$ <u>7,350</u>
Fees (indicate what fee is for):		
3. Late fees	\$ _____	\$ _____
4. List fees, other than utilities, collected for services & amenities not included in rent	\$ _____	\$ _____
5. _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____
Other Income (list separately by type)²:		
8. _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____
Fees charged by landlord for Utilities		
11. Gas	\$ _____	\$ _____
12. Electricity	\$ _____	\$ _____
13. Water	\$ _____	\$ _____
14. Sewer	\$ _____	\$ _____
15. Garbage & Recycling	\$ _____	\$ _____
Other Utilities (list separately by type):		
16. _____	\$ _____	\$ _____
17. _____	\$ _____	\$ _____
18. TOTAL INCOME	\$ _____	\$ <u>63,300 60,150</u>
(add only lines 1 and 3-17)		

¹ or an alternative year in the event of extenuating circumstances.

² Interest earned by Landlord on Tenant security deposits, other interest, or investment income.

Section 8. Operating Expense Worksheet

Additional operating expense items can be listed for this worksheet using separate page(s) as needed.

	Base Year (2019)	Current Year (2025)
1. Assessments	\$ _____	\$ _____
2. Real Property Taxes	\$ <u>7207</u>	\$ <u>9301</u>
3. License Tax/Fee	\$ _____	\$ _____
4. Rent Board Registration Fees	\$ <u>93</u>	\$ <u>93</u>
5. Insurance	\$ <u>130</u>	\$ <u>2704</u>
6. Accounting	\$ _____	\$ _____
7. Legal (explain types of legal expenses)	\$ _____	\$ _____
8. Manager /Management Services	\$ _____	\$ _____
9. Security	\$ _____	\$ _____
10. Office Supplies	\$ _____	\$ 3883
12. Normal Repairs	\$ <u>6422</u>	\$ <u>3883</u>
13. Owner-Performed Labor	\$ <u>5200</u>	\$ <u>6760</u>
14. Plumbing Maintenance	\$ _____	\$ _____
15. Pool Maintenance	\$ _____	\$ _____
16. Landscape Maintenance/snow removal	\$ <u>2916</u>	\$ <u>3426</u>
17. Other Maintenance	\$ _____	\$ _____
18. Parking Lot/Street Maintenance	\$ _____	\$ _____
19. Gas (separately metered only)	\$ _____	\$ _____
20. Electricity (separately metered only)	\$ _____	\$ _____
21. Water <i>-all utilities</i>	\$ <u>3245</u>	\$ <u>2941</u>
22. Sewer <i>stormwater</i>	\$ <u>228</u>	\$ <u>280</u>
23. Amortized portion of Capital Expense (see Sections 10, 11 and 12 column (i))	\$ _____	\$ <u>23,181</u>
24. Vandalism Repairs	\$ _____	\$ _____
25. Uninsured Damages	\$ _____	\$ _____
27. TOTAL OPERATING EXPENSES	\$ <u>26,655</u>	\$ <u>53,074</u>

Section 9. Allowances for Capital Improvements

Operating expenses include the amortized costs of capital improvements plus an interest allowance to cover the amortization of those costs. A capital improvement shall be any improvement to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250.00 or more per unit.

Allowances for capital improvements shall be subject to the following conditions:

1. The amortization period shall be in conformance with the schedule adopted by the City, as provided in Section 11, unless it is determined that an alternate period is justified based on the evidence presented at the Rent Board hearing.
2. Capital improvement costs do not include costs incurred to bring the Rental Unit into compliance with a provision of Portland Code or state law where the original installation of the improvement was not in compliance with code requirements.

Example of a Capital Improvement with Amortized Expenses and an Interest Allowance:

Owner filed a Petition on March 1, 2023 for an individual rent adjustment for a roof that was completed covering a four-rental unit building. The cost of the Capital Improvement was \$20,000 benefiting all four units in the building. The amortization period for a roof is ten (10) years according to the below tables. The applicable interest allowance based on the Primary Mortgage Survey is 3.88% + 2% for this example. The calculation of the capital improvement per month is:

Capital Improvement Cost	Interest Allowance	Period	Total Principal & Interest – Life of Improvement	Total Interest – Life of Improvement
\$20,000	5.88%	10 years (120 months)	\$26,500.52	\$6,500.52

Annual Amortized Cost	Monthly Amortized Cost	# of Units	Monthly Cost per Unit
\$2,650.05	\$220.84	4	\$55.21

Section 10. Amortization Period of Capital Improvements/Expenses

In amortizing capital improvements/ expenses, the following schedule shall be used to determine the amortization period of the capital improvements and expenses. Improvements add to the health & safety of the rental unit.

	Years
Appliances	
Air Conditioners*	10
Refrigerator*	5
Stove*	5
Garbage Disposal	5
Water Heater*	5
Dishwasher	5
Microwave Oven	5
Washer/Dryer	5
Basic Items	
Fans*	5
Cabinets*	10
Carpentry	10
Counters*	10
Doors*	10
Knobs	5

	Years
Screen Doors	5
Fencing and Security*	5
Management	5
Tenant Assistance	5
Structural Repair and Retrofitting	
Foundation Repair*	10
Foundation Replacement*	20
Foundation Bolting*	20
Iron or Steel Work	20
Masonry-Chimney Repair*	20
Shear Wall Installation*	10
Electrical Wiring*	10
Elevator*	20
Fencing	
Chain	10
Block	10
Wood	10

	Years
Fire Systems	
Fire Alarm System*	10
Fire Sprinkler System*	20
Fire Escape*	10
Flooring/Floor Covering	
Hardwood	10
Tile and Linoleum	5
Carpet	5
Carpet Pad	5
Subfloor	10
Fumigation Tenting*	5
Furniture	5
Automatic Garage Door Openers*	10
Gates	
Chain Link	10
Wrought Iron	10
Wood	10

	Years
Glass	
Windows*	5
Doors*	5
Mirrors	5
Heating*	
Central	10
Gas	10
Electric	10
Solar	10
Insulation	10
Landscaping	
Planting	10
Sprinklers	10
Tree Replacement	10
Lighting	

	Years
Interior*	10
Exterior*	5
Exterior	
Locks*	10
Mailboxes*	10
Meters*	10
Plumbing	
Fixtures*	10
Pipe Replacement*	10
Re-Pipe Entire Building*	20
Shower Doors*	5
Painting	
Interior	5
Exterior	5
Paving	
Asphalt	10
Cement	10

	Years
Decking	10
Plastering	10
Sump Pumps*	10
Railings*	10
Roofing*	
Shingle/Asphalt	10
Built-up, Tar and Gravel	10
Tile	10
Gutters/Downspouts	10
Security*	
Entry Telephone Intercom	10
Gates/Doors	10
Fencing	10
Alarms	10
Sidewalks/Walkways*	10
Stairs	10
Stucco	10

	Years
Tilework	10
Wallpaper	5
Window Coverings*	
Drapes	5
Shades	5
Screens	5
Awnings	5
Blinds/Mini-blinds	5
Shutters	5

*Capital Improvements generally concern any change or addition to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250 or more per unit.

The * items are likely capital improvements. Other items may depend on the circumstances.

Section 11. Interest Allowance on Capital Improvements

If an amount was reported as an amortized portion of expenses on Section 11, Operating Expense Worksheet, line 23 of the Base Year or current operating expense table above, complete this section.

An interest allowance may be calculated on the cost of amortized expenses. The interest allowance shall be the interest rate equivalent to the "average rate" for a thirty-year fixed rate on home mortgages plus two percent (2%). The "average rate" shall be the rate Freddie Mac last published in its weekly Primary Mortgage Market Survey (PMMS) as of the date of the initial petition. <http://www.freddie.mac.com/pmms/archive.html>

Please use the Microsoft Excel version of this page (available from the Housing Safety Office) or an online amortization calculator to ensure that your numbers are correct.

Completed Capital Improvement and Expense Worksheet (Base Year)

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
Item #	Brief Description	# of Units Impacted	Initial Cost	Interest Rate Allowed*	Amortization Period (years)*	Interest Amount	Total Cost [Principal + Interest]	Annual Cost	Monthly Cost	Monthly Cost Per Unit
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Total for Base Year [add amounts in column (d)]: \$ _____

Annual Cost for Base Year [add amounts in column (i)]: \$ _____

Completed Capital Improvement and Expense Worksheet (Current Year)

This list may include any capital expenses that are still being amortized in the current year. For example, if a roof was replaced last year, the amortized portion may be counted in the current year.

(a) Item #	(b) Brief Description	(c) # of Units Impacted	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period (years)*	(g) Interest Amount	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit
1	2025 new roof	3	\$ 12,500	8.33%	10	\$ 6,002	\$ 18,502	\$ 1,850	\$ 154	\$ 51
2	2025 3rd floor	1	\$ 72,900	8.33%	10	\$ 38,002	\$ 107,902	\$ 10,790	\$ 899	\$ 899
3	2023 fence	3	\$ 4,200	8.33%	10	\$ 1,921	\$ 5,921	\$ 592	\$ 49	\$ 16
4	2021 1st floor	1	\$ 33,950	8.33%	10	\$ 16,301	\$ 50,251	\$ 5,025	\$ 419	\$ 419
5	2020 1st floor	1	\$ 11,342	8.33%	10	\$ 5,446	\$ 16,788	\$ 1,679	\$ 140	\$ 140
6	2022 exterior	3	\$ 15,913	8.33%	10	\$ 7,645	\$ 23,558	\$ 2,357	\$ 196	\$ 65

*Use the amortization table in this Attachment and the information about interest rates.

Total for Current Year [add amounts in column (d)]: \$ 155,615

Annual Cost for Current Year [add amounts in column (i)]: \$ 23,181

Section 12. Blank Worksheet (Optional – Available for Petitioner Use)

Section 13. Owner-Performed Labor

Landlord-performed labor shall be compensated at reasonable hourly rates. However, no Landlord-performed labor shall be included as an operating expense unless the Landlord submits documentation showing the date, duration, and nature of the work performed. There shall be a maximum allowed under this provision of five percent (5%) of gross income unless the Landlord demonstrates that greater services were performed for the benefit of the residents.

Owner Performed Labor – Base Year

Date (or Range)	Hours	Hourly Rate	Units Impacted	Type of Work
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Owner Performed Labor – Current Year

Date	Hours	Hourly Rate	Units Impacted	Type of Work
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Section 14. Planned Capital Improvements

To encourage necessary capital improvements and expenses, a Landlord may include anticipated future expenses for the amortized cost of capital improvements and expenses in a fair return petition. An allowance shall be made for anticipated expenses that the Landlord intends to incur during the twenty-four month period following the date of a final Rent Program determination. This procedure should not be used for anticipated expenses for ordinary maintenance and repairs. The portion of any allowable rent increase attributable to the capital improvement and expense shall not go into effect until completion has been documented to the Rent Program.

Complete this table only if you are seeking preliminary approval for improvements you plan to complete within the next twenty-four (24) months. A rent increase cannot be granted until the improvements are completed and documentation of the cost of the improvements has been reviewed and approved by the City.

(a) Item #	(b) Brief Description and Expected Date of Completion	(c) # of Units Impacted	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period (years)*	(g) Interest Amount	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit
<u>1</u>	<u>Full rent #2</u> <u>5/1/26</u>	<u>1</u>	<u>\$ 65,000</u>	<u>3.33%</u>	<u>10</u>	<u>\$31,209</u>	<u>\$96,209</u>	<u>\$9621</u>	<u>\$802</u>	<u>\$</u>
—	—	—	\$ —	—%	—	\$ —	\$ —	\$ —	\$ —	\$ —
—	—	—	\$ —	—%	—	\$ —	\$ —	\$ —	\$ —	\$ —
—	—	—	\$ —	—%	—	\$ —	\$ —	\$ —	\$ —	\$ —
—	—	—	\$ —	—%	—	\$ —	\$ —	\$ —	\$ —	\$ —

*Use the amortization table in this Attachment and the information about interest rates.

Proposed Capital Expenses [add amounts in column (d)]: \$ 65,000

Annual Cost for Proposed Capital Expenses [add amounts in column (i)]: \$ 9621

72 William - amended 6/26/26 to reflect
personal subsidies to tenants

Section 15. Net Operating Income (NOI)

Net Operating Income = Income – Operating Expenses

	Base Year (2019)	Current Year (2025)
1. Total Annual Income	\$ <u>38,400</u>	\$ 62,300 60,650
2. Annual Operating Expenses	\$ <u>26,655</u>	\$ <u>58,074</u>
3. Net Annual Operating Income	\$ <u>12,745</u>	\$ 10,226 2576
4. CPI [Annual Average CPI]	281.082	346.889
5. Percent Annual Increase in CPI Base Year to Current Year		<u>23.412</u> %
$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$		
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ <u>15,923.86</u>
$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$		
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ 5702.86 13,353
Line 6 – Line 3 Current Year		
8. Allowable Rent Increase/Unit/Month ³		\$ <u>158</u> 371
Line 7 ÷ 12 ÷ # of Units		

³ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete Section 18 Proposed Adjustment Worksheet.

Section 16. Monthly Rent Worksheet

List the monthly rent, including all fees, charged each tenant, for the twelve (12) months preceding the date of the petition. If the rent was raised during the twelve-month period preceding the petition, including the amount of any fees, list each rent charged and indicate the date each raise was implemented. Provide the year and amount of any unused (banked) Annual Increase Percentage (AIP), Tax Rate Rent Adjustment (prior to 2023), or New Tenancy, or any other rent increase authorized by the Rent Board that have been banked with proper notice to each tenant for future rent increases.

Unit #	Rent	AIP & New Tenant Increase	Date of Increase <i>proposed</i>	AIP & New Tenant Taken (%)	AIP & New Tenant Deferred (%)	Other Charges (Please specify)	Comment
<u>1</u>	<u>\$ 2100</u>	<u>\$ 0</u>	<u> </u>	<u> </u> %	<u> </u> %	<u>\$</u>	<u>same tenants for 3 years</u>
<u>2</u>	<u>\$ 1700</u>	<u>\$ 600</u>	<u>5/1/26</u>	<u>35</u> %	<u> </u> %	<u>\$</u>	<u>empty lot 4 months of 2026</u>
<u>3</u>	<u>\$ 1500</u>	<u>\$ 600</u>	<u>5/1/26</u>	<u>40</u> %	<u> </u> %	<u>\$</u>	<u>empty lot 4 months of 2025</u>
<u> </u>	<u>\$</u>	<u>\$</u>	<u> </u>	<u> </u> %	<u> </u> %	<u>\$</u>	<u> </u>
<u> </u>	<u>\$</u>	<u>\$</u>	<u> </u>	<u> </u> %	<u> </u> %	<u>\$</u>	<u> </u>
<u> </u>	<u>\$</u>	<u>\$</u>	<u> </u>	<u> </u> %	<u> </u> %	<u>\$</u>	<u> </u>
<u> </u>	<u>\$</u>	<u>\$</u>	<u> </u>	<u> </u> %	<u> </u> %	<u>\$</u>	<u> </u>
<u> </u>	<u>\$</u>	<u>\$</u>	<u> </u>	<u> </u> %	<u> </u> %	<u>\$</u>	<u> </u>

_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____ %	_____ %	\$ _____	_____

Section 17. Proposed Adjustment Worksheet

Use the worksheet below to document current and proposed rents on a per-unit basis. MNOI increases should be distributed on a per capita basis or proportionally to the square footage or costs and expenses attributed to each unit.

Indicate method of allocation: _____

Unit #	Base Period Rent Year (2019)	Date Tenancy Commenced (mm/dd/yyyy)	Initial Rent of Current Tenant/s	Date of Last Rent Increase (mm/dd/yyyy)	Rent used in Current Year Income Calculation	Rent as of Date Petition Submitted	Proposed Rent
<u>1</u>	\$ <u>1500</u>	<u>05/12/2012</u>	\$ <u>2000</u>	<u>01/01/2025</u>	\$ <u>1500</u>	\$ <u>2100</u>	\$ <u>2100</u>
<u>2</u>	\$ <u>1200</u>	<u>vacant</u>	\$ <u>vacant</u>	<u>7/1/25</u>	\$ <u>1700</u>	\$ <u>vacant</u>	\$ <u>2300</u>
<u>3</u>	\$ <u>950</u>	<u>5/1/25</u>	\$ <u>1500</u>	<u>-</u>	\$ <u>1500</u>	\$ <u>1500</u>	\$ <u>2100</u>
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____

_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____

Section 18. CLAIM FOR ADJUSTMENT OF BASE YEAR NET OPERATING INCOME AND ASSOCIATED RENT ADJUSTED CLAIM

The ordinance dictates that the Rent Board must presume the net operating income the landlord earned from a covered unit during calendar year 2019 yielded a fair return on investment, unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. **Complete this Section 19 and the following Sections 20 and 21 only if you are seeking an adjustment in base rent due to special or peculiar circumstances.**

Check the factors below that are applicable to your claim.

- A. **Exceptional Expenses in the Base Year.** The landlord's operating expenses in the base year were unusually high or low in comparison to other years. In such instances, adjustments may be made in calculating operating expenses in order that the base year operating expenses reflect average expenses for the property over a reasonable period of time. Check which factor(s) contributed to your claim:
 - a. Extraordinary amounts were expended for necessary maintenance and repairs
 - b. Maintenance and repair expenditures were exceptionally low as to cause inadequate maintenance or significant deterioration in the quality of services provide
 - c. Other expenses were unreasonably high or low notwithstanding the application of prudent business practices.
- B. **Exceptional Circumstances in the Base Year.** The gross income during the base year was disproportionately low due to exceptional circumstances. In such instances, adjustments may be made in calculating base year gross rental income consistent with the purpose of analyzing base year net operating income. Check which factor(s) contributed to your claim:
 - a. The gross income during the base year was lower than it might have been because some residents were charged reduced rent.
 - b. The gross income during the base year was significantly lower than normal because of the destruction of the premises and/or temporary relocation for construction or repairs.
 - c. The pattern of rent increases in the years prior to the base year were less than increases in the CPI.
- C. **Other exceptional circumstances:** (specify)

If the Rent Board determines that one or more of the above circumstances apply, the calculation of MNOI in Section 20 will be performed with an Adjusted Gross Income, and that will be substituted for the Section 16 calculations. This figure represents the income that would have been expected absent the exceptional circumstances. Options for determining Adjusted Gross Income include, but are not limited to:

- A. Base year rents charged for any comparable units in the same building.
- B. The FY 2019 Fair Market Rents for Portland, ME, reported by the US Department of Housing:⁴

Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
\$989	\$1,071	\$1,387	\$1,829	\$2,198

⁴ These values do not include the cost of utilities. If using these numbers, do not include the cost of utilities in the base year when completing the expense portion of the worksheet.

- C. An appraisal of comparable fair market rental values as of 2019 for units similar to the units that are the subject of this application which has been prepared by a Maine licensed appraiser and is attached to this application.

Actual Gross Income for 2019: \$ 37,400

Proposed Adjusted Gross Income for 2019: \$ 61,200

Briefly describe the method for obtaining the proposed income and attach any relevant documentation in support of the claim for an adjustment of base year rent.

1700 (3) 12 = 61,200 US Dept. of Housing 2019
2 bedroom before utilities
*adjusted for neighborhood rates

15 1700 neighborhood market value 2019

22 1800 neighborhood market value 2019

35 1600 neighborhood market value 2019

5100 (12) = 61,200

or accept increases for rents after
apartments fully renovated?

#3 5/1/2025

#2 5/1/2026

Section 19. Income and Operating Expense Worksheet With Adjustment of Base Year

	Base Year (2019)	Current Year (2025)
Rental Income		
1. Adjusted Gross Income (with Adjusted Base Year as proposed in Section 19)	\$ <u>61,200</u>	\$ <u>68,300</u> (1.85% avg/y.)
2. Portion Attributable to Vacancy	\$ <u>2,400</u>	\$ <u>7,350</u>
Fees (indicate what fee is for):		
3. Late fees	\$ _____	\$ _____
4. List fees, other than utilities, collected for services & amenities not included in rent	\$ _____	\$ _____
5. _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____
Other Income (list separately by type):⁵		
8. _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____
Fees charged by landlord for Utilities		
11. Gas	\$ _____	\$ _____
12. Electricity	\$ _____	\$ _____
13. Water	\$ _____	\$ _____
14. Sewer	\$ _____	\$ _____
15. Garbage & Recycling	\$ _____	\$ _____
Other Utilities (list separately by type):		
16. _____	\$ _____	\$ _____
17. _____	\$ _____	\$ _____
18. TOTAL INCOME	\$ <u>61,200</u>	\$ <u>68,300</u>
(add only lines 1 and 3-17)		

⁵ Interest earned by Landlord on Tenant security deposits, other interest or investment income.

Section 20. Calculation of Fair Return Rent Adjustment with Adjustments of Base Year Amount

Complete only if seeking an adjustment of base year rent.

	Base Year (2019)	Current Year (2025)
1. Total Annual Income	\$ <u>61,200</u>	\$ <u>68,300</u>
2. Annual Operating Expenses	\$ <u>26,655</u>	\$ <u>34,329</u>
3. Net Annual Operating Income	\$ <u>34,545</u>	\$ <u>13,471</u>
4. CPI [Annual Average CPI]	281.082	346.889
5. Percent Annual Increase in CPI Base Year to Current Year		<u>23.4</u> %
	$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$	
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ <u>42,632</u>
	$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$	
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ <u>8087</u>
	$\text{Line 6} - \text{Line 3 Current Year}$ <u>42,632 - 34,545 =</u>	
8. Allowable Rent Increase/Unit/Month ⁶		\$ <u>224</u>
	$\text{Line 7} \div 12 \div \# \text{ of Units}$	

⁶ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete Section 18 Proposed Adjustment Worksheet.

**CITY OF PORTLAND**389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2019 to June 30, 2020

BILL #: 9438
ACCOUNT #: 15907
CBL: 117-C-019-001
LOCATION: 72 WILLIAM STCHEEVER WILBUR D JR
45 AUSTIN ST
PORTLAND, ME 04103Owner of Record as of: April 1, 2019
CHEEVER WILBUR D JR**CURRENT BILL RATE DISTRIBUTION**

SCHOOL	11.690	\$3,680.01
COUNTY	0.830	\$261.28
MUNICIPAL	10.790	\$3,396.69
TOTAL	23.310	\$7,337.99

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**

Assessed Property Description:

117-C-19
WILLIAM ST 72-746181 SF
Acres: 0.142**FY20 REAL ESTATE TAX BILL****BILLING INFORMATION**

LAND VALUE	\$87,300
BUILDING VALUE	\$227,500
TOTAL VALUE	\$314,800
EXEMPTIONS	\$0
TAXABLE VALUE	\$314,800
TAX RATE	23.310
TOTAL TAX	\$7,337.99
PAYMENTS/CREDITS	\$0.00
TAX DUE	\$7,337.99

DATE DUE	AMOUNT DUE
10/18/2019	\$3,669.00
03/20/2020	\$3,668.99

INTEREST AT 9% PER ANNUM CHARGED BEGINNING 10/19/2019 AND 03/21/2020.**TAXPAYER'S NOTICE**Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2019.**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR****INFORMATION**Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.12% higher. The current City and School bonded indebtedness is \$319,660,011.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.**REMITTANCE INSTRUCTIONS****THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.**Please make check or money order payable to City of Portland and mail to:City of Portland Treasury
PO Box 16050
Lewiston, ME 04243-9533For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
If your bank or mortgage company pays your taxes, please review and forward a copy of this bill to them.



(207) 332-3876

TERMS:

4437

PHONE	831-0486	DATE OF ORDER	Oct 7 2019
CUSTOMER TAKEN BY	Bob Locke	CUSTOMER'S ORDER NUMBER	
☒ DAY WORK	☐ CONTRACT	☐ EXTRA	
JOB NAME/NUMBER	Pinnai Insulation		
JOB LOCATION	William St. 12#1		
JOB PHONE	831-0486	STARTING DATE	Oct 7 2019

QTY.	MATERIAL	PRICE	AMOUNT	DESCRIPTION OF WORK
>				Install Rinnai
	Rinnai RHPE263 FATH	750 ⁰⁰		RHPE263 FATTI (USED)
1	USED HEATER -			REAR Bedroom off kitchen
	36" Domett GAS Connector	Inc		CONVERSION TO NAT GAS
	Conversion Kit	INC		SERIAL # 08080001739
				OTHER CHARGES
				TOTAL OTHER
				LABOR HRS. RATE AMOUNT
	Paid CK 480 ⁰³			F.L.A.T. 200 ⁰⁰
				\$ 950 ⁰⁰
				TOTAL LABOR 200 ⁰⁰
				TOTAL MATERIALS 750 ⁰⁰
				TOTAL OTHER
				TAX INC
				TOTAL 950 ⁰⁰

DATE COMPLETED _____ TOTAL MATERIALS 750⁰⁰

Work ordered by _____ Signature _____

I hereby acknowledge the satisfactory completion of the above described work.

Thank You

Date:

Client name:

Job Location & Description:

Weather (Temp/wind/sky):

YANKEE RESTORATION BUILDING

2018 total

\$ 3128

TIME IN/OUT & LUNCH

NW

TH

DJ

MS

MATERIAL DELIVERY:

Vendor:

MATERIALS FROM STOCK:

MACHINE USE FEES:

Del/Set-up:

\$

Hours used:

x \$65 =

TRADESMAN/HOURS

CODE#

DESCRIPTION (use reverse side as needed)

MS NW TH WC DJ KB

2 1/2

10-8 chimney removal

2

10-10 chimney removal

1

10-13 remove bricks

5.5(13) = 71.50 P.# 4911

TOTAL BILLABLE HOURS

SHIPPING RECEIPT

Trible's Inc. 105 St. James Street, Portland, ME 04102
(207) 774-4444 or (207) 874-6452

Page No. 1 of 1

11:49:38 12/09/19

REFERENCE#

13922630

MASTERCARD / VISA

UNIT #28 PORTLAND
SALES TAX

Ord#: 52980/00



015298000

UNIT #28 PORTLAND
SALES TAX

CUSTOMER P.O. NO.	SHIP VIA	DATE ORDERED	DATE REQUESTED	WH
CHEEVER	COUNTER	12/09/19	12/09/19	28

ON/ITEM ORDERED	QTY ORDERED	QTY SHIPPED	QTY B/O	NET UNIT PRICE	ORDER EXTENSION	U/M	BIN LOCATION
3-DRUM/	1	1		36.70	36.70	EA	WCI
BEARING KIT	1	1		30.23	30.23	EA	WCI

\$70.61



13922630

X

SIGNATURE

PRINT NAME

MERCHANDISE RETURNS

Our goal is to sell you the correct part always. Even so there are times when returns must be made. We will gladly assist you, however, some restrictions apply.
Merchandise may not be returned when:

- SPECIAL ORDERED
- ELECTRICAL OPEN BOX/BAG
- FACTORY CARTON DAMAGED
- USED OR UNSALABLE
- MORE THAN 60 DAYS OLD

All returns must be accompanied by a sales receipt and returns may be charged a 20% restocking charge.

All parts in warranty are returnable without restock charges and are subject to the manufacturer's warranty policy.

See reverse side for full return policy.

INITIALS

FILLED BY: SHIPPED BY:

CHECKED BY: SHIPPING:

HARDI

BLUE HAWK

HVAC/R DISTRIBUTOR COOPERATIVE



66.93

66.93

3.68

70.61

70.61

SHIPMENT TOTAL

ORDER TOTAL

SALES TAX

FREIGHT

TOTAL

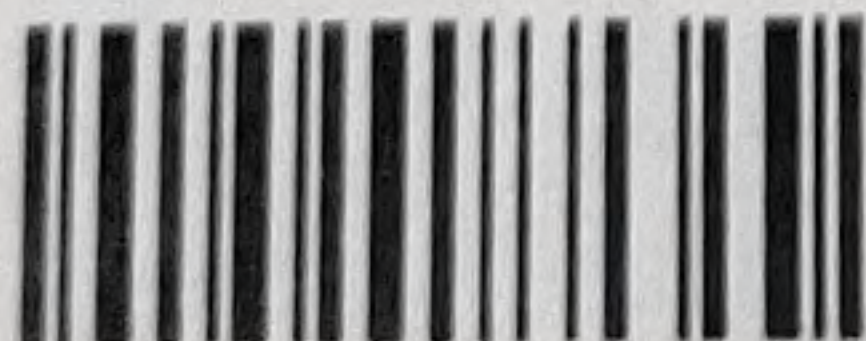
DEPOSIT

AMOUNT DUE

* COMPLETE *



0000070903



191209



CHEEVER

CONSUMER ACCOUNT #28 PORTLAND
*MUST COLLECT SALES TAX

52980

CONSUMER ACCOUNT #28 PORTLAND
*MUST COLLECT SALES TAX

Packing Slip

In the event that any discrepancy is found on this order, your claim must be filed at the shipping location within 30 days of the shipment date.

CITY OF PORTLAND, MAINE
389 Congress Street
Portland, ME 04101

Questions on your bill? Please call: (207) 874-8660
or email us at: swbill@portlandmaine.gov
Questions on your impervious space or credits? Please call: (207) 874-8462

RE: 708094
CHEEVER WILBUR D JR
38 WILLIAM ST
PORTLAND, ME 04103

2019 total
\$223

STORMWATER BILL

ACCOUNT#:
708094

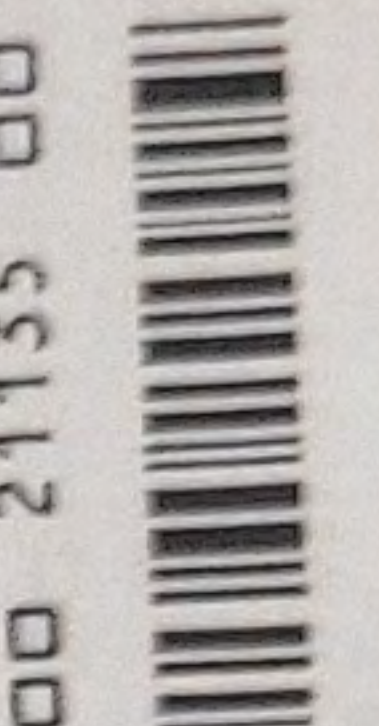
DATE:
10/25/2019

DATE DUE:
11/21/2019

TAX YEAR: PERIOD:
2020 October - December

CBL:
117 C019001

AMOUNT DUE:
\$56.70



BILLING CYCLE **QUARTERLY**

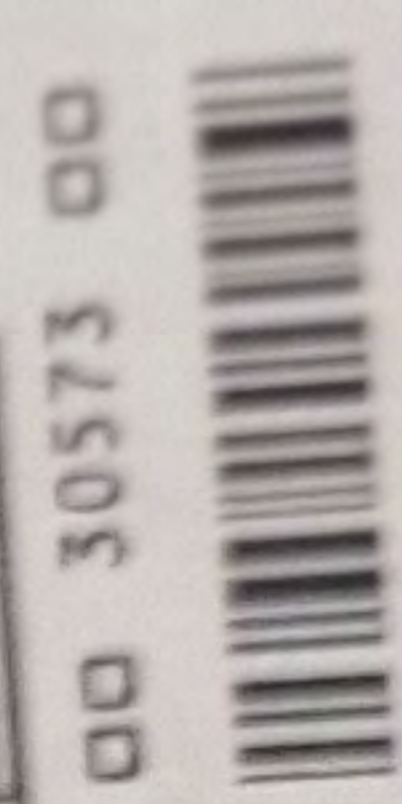
PROPERTY LOCATION	72 WILLIAM ST	OUTSTANDING BALANCE	\$0.00
BUILDING IMPERVIOUS AREA	2,129 SQ/FT	CURRENT CHARGES (see below)	\$56.70
SURFACE IMPERVIOUS AREA	1,738 SQ/FT	CREDITS APPLIED	\$0.00
TOTAL IMPERVIOUS AREA	3,867 SQ/FT	INTEREST CHARGES	\$0.00
BILLABLE UNITS (per 1200 sq ft)	3	TOTAL AMOUNT DUE	\$56.70
PROPERTY DWELLING(S) AT LOCATION	1		
MONTHLY RATE PER BILLABLE UNIT	\$6.30		

Current Charge is calculated as follows:
Billable units divided by the property dwelling(s) at
location multiplied by the current monthly rate.

PAY YOUR BILL ONLINE AT: PORTLANDMAINE.GOV/STORMWATERBILLING

#4925

City of Portland 389 Congress St, Portland, ME 04101 Real Estate Property Tax Statement		FY 2019 For Fiscal Year 2019 July 01, 2018 - June 30, 2019		
DUE Sep 21, 2018	DUE Mar 08, 2019	AMOUNT PAID	INTEREST DUE	PAY THIS AMOUNT
\$3,538.35	\$3,538.35	\$3,538.35	\$0.00	\$3,538.35



CBL: 117-C-019-001

CHEEVER WILBUR D JR
45 AUSTIN ST
PORTLAND, ME 04103

ACCOUNT NUMBER: 15907
ACRES: 0.142
BILL NUMBER: 9330

Taxes
2019
\$7207

Owner of Record as of: April 1, 2018
CHEEVER WILBUR D JR

Assessed Property Description:
117-C-19
WILLIAM ST 72-74
6181 SF

CURRENT BILLING DISTRIBUTION			CURRENT BILLING INFORMATION	
Education	\$3,503	49.50%	Land Value	\$87,300
Public Safety	\$1,260	17.80%	Building Value	\$227,500
Debt Service	\$991	14.00%	Total Value	\$314,800
Public Works	\$382	5.40%		
County Tax	\$248	3.50%	Exemptions	\$0
Rec & Fac Mgmt	\$198	2.80%	Taxable Value	\$314,800
Health & Human Svcs	\$170	2.40%	Tax Rate	22.48
Library	\$163	2.30%		
Metro	\$106	1.50%	TOTAL TAX DUE	\$3,538.35
General Government	\$57	.80%	AMOUNT PAID	\$3,538.35
		100.00%		

KEEP THIS PORTION FOR YOUR RECORDS
FOR IMPORTANT PAYMENT INFORMATION, PLEASE SEE BACK OF BILL

4702



VERMONT MUTUAL
INSURANCE GROUP

Underwritten by Vermont Mutual Insurance Company

PHONE: 1-800-231-7820
PAY BY PHONE: 1-866-315-6261
EMAIL: directbill@vermontmutual.com
WEBSITE: VermontMutual.com
BUSINESS HOURS:
Mon-Thurs 7:45-4:30 Fri 7:45-3:15

Invoice Date: 04/29/2019

NOTICE OF PREMIUM DUE - DWELLING FIRE

Bill To:
WILBUR CHEEVER JR
45 AUSTIN ST
PORTLAND, ME 04103-4514

Location Address*:
72 WILLIAMS ST
PORTLAND, ME 04103-4965

**If multiple locations, only 1st location appears.*

ACCOUNT ACTIVITY SUMMARY

Premium Balance	\$1,939.00
Prior Term Balance	\$0.00

Handwritten: \$ 4742

AMOUNT DUE

To Pay in Full	\$1,939.00
Minimum Amount Due	\$489.75
Due Date	06/03/2019

POLICYHOLDER INFO

Policy Number: DF13073759
Policy Period: 06/03/2019 - 06/03/2020
Insured: WILBUR CHEEVER JR
Invoice Type: Renewal Invoice

Agent: ANDERSON-WATKINS ASSOC INC-WB
(207) 856-5500

Please notify the above agent of any name, address or policy changes.

Sign up today for Vermont Mutual's myVM and enjoy 24/7 access to:

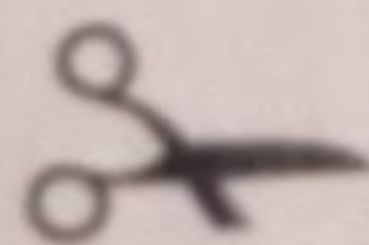


- Policy Information
- Claim Status
- Online Payment Options
- Convenience Reminders
- ...and more!

myVM.VermontMutual.com

Your next scheduled installment will be due on 08/08/2019

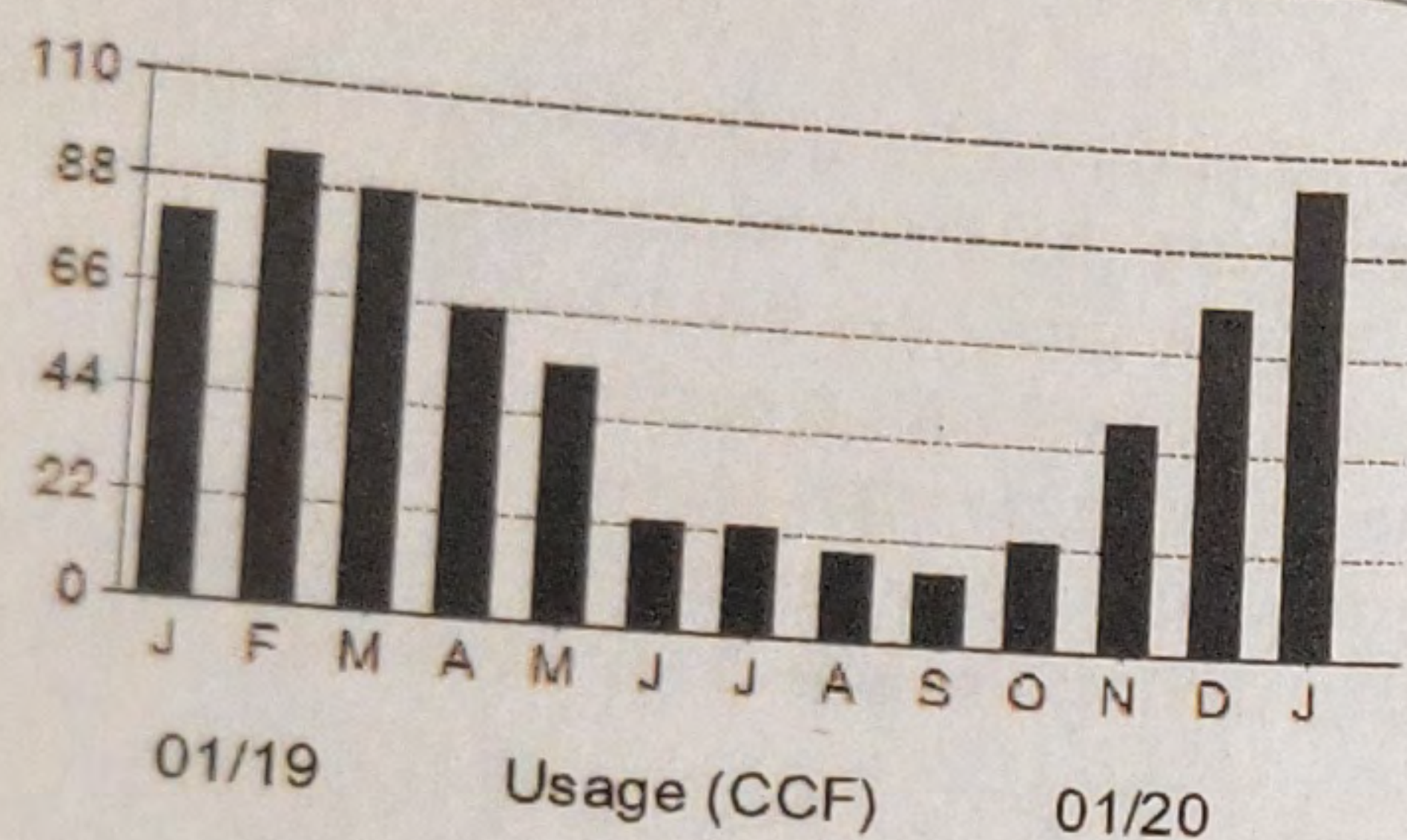
Please detach and return remittance form below with your payment. All payments will be deposited upon receipt.





energy for life

AMOUNT DUE \$123.22



ACCOUNT NUMBER	BILL DATE	PLEASE PAY BY	NEXT METER READING DATE
5100468500	01/21/20	02/18/20	02/18/20

72 WILLIAM ST HOUSE, PORTLAND

CHEE

Page 1 of 1

AT A GLANCE

AMOUNT OF LAST BILL	\$98.85	TOTAL CURRENT CHARGES	\$123.22
PAYMENT - THANK YOU 01/13/20	(\$98.85)	PLEASE PAY AMOUNT	\$123.22

METER NUMBER	METER READING PREVIOUS	METER READING PRESENT	METER CONSTANT	METERED USAGE	NUMBER OF DAYS	METERED DEMAND	RATE CODE
H62425	9135	9234		99.00 CCF	31		R1
BALANCE FORWARD							\$0.00

GAS SERVICE		PERIOD 12/17/19 - 01/17/20	
METERED USAGE		99 CCF x 1.04771 = 103.72 THERMS	
DELIVERY CHARGES			
CUSTOMER CHARGE			26.20
DISTRIBUTION CHARGE FIRST	40.00 Therms	x	\$0.3848 15.39
DISTRIBUTION CHARGE NEXT	63.72 Therms	x	\$0.2836 18.07
ERC	103.72 Therms	x	\$0.0059 0.61
Total Current GA Charges			\$60.27

GAS SUPPLIER SERVICE		PERIOD 12/17/19 - 01/17/20	
SUPPLY CHARGES AT COST			
COST OF GAS	103.72 Therms	x	\$0.6069 62.95
Total Current GS Charges			\$62.95

MESSAGES

Unitil offers a Low-Income Discount Program to all income-eligible heating and non-heating customers identified by the Maine State Housing Authority as eligible for LIHEAP funds and will provide for a 30% discount off the total billed charges. Please visit our website or contact our Customer Service Center for details.

TOTAL CURRENT BILL	\$123.22
TOTAL AMOUNT DUE	\$123.22



Portland Water District

Send Correspondence to:

Address:
225 Douglass St.
P.O. Box 3553
Portland, ME 04104-3553

Office Hours:
8:00 a.m. - 4:30 p.m.
Monday through Friday
Phone: 207.761.8310

Web Site and E-Mail:
www.pwd.org
customerservice@pwd.org

Customer Name

CHEEVER WILBUR

Service Address

72 WILLIAM ST PORTLAND

Account Number

124698-03

Payment due by 02/03/2020.

Page 1 of 1

Account Detail:

PREVIOUS BALANCE

Payment - Thank You

BALANCE FORWARD

CURRENT CHARGES

Consumption Charge

Total Current Charges

TOTAL AMOUNT DUE

MEMBER
WATER CHARGES

CITY OF PORTLAND*
WASTEWATER CHARGES

TOTAL

\$187.07

\$187.07 CR

\$0.00

\$43.91

\$156.00

\$199.91

\$43.91

\$156.00

\$199.91

\$199.91

2019
\$1636

P 2/3
ET

* WASTEWATER RATES ARE SET BY THE CITY OF PORTLAND

Customer Meter Summary:

METER TYPE: P = Primary

S = Submeter

R = Reverse Submeter

F = Fireline

METER NUMBER	METER TYPE	READ DATE	PRIOR READ DATE	BILL DATE	CURRENT METER READING	PRIOR METER READING	CONSUMPTION (HCF)
A17049409	P	01/03/20	12/04/19	01/10/20	1726	1711	15

Notes

YOUR 13 MONTH CONSUMPTION SUMMARY (Hundred Cubic Feet)

Month	Water	Waste Water	Days
01/20	15	15	30
12/19	14	14	33
11/19	12	12	30
10/19	08	8	33
09/19	06	6	28
08/19	09	9	31
07/19	09	9	29
06/19	10	10	31
05/19	12	12	35
04/19	09	9	24
03/19	09	9	28
02/19	10	10	29
01/19	11	11	33

1 Cubic Foot = 7.48 Gallons



CENTRAL MAINE POWER

Manage your account online: **cmpco.com**
 Customer assistance line: **1.800.750.4000**
 Outage reporting line: **1.800.696.1000**

Your Messages

We've updated your bill to provide even more usage information – you'll see up to 36 months of usage now! You can access your daily and hourly usage information from your smart meter by enrolling in Energy Manager at cmpco.com/EnergyManager.

Resolve to be energy fit in 2020 – and beyond! Our free products and services can help. Save money on energy costs with Usage Alerts, save energy with Energy Manager, and save time with eBill and AutoPay. Visit cmpco.com today to learn how you can start saving now.

Understanding how your energy dollars are spent can help you make decisions about how you use energy in your home. Energy Manager and Usage Alerts can help you figure out your energy usage, reduce costs and save! Visit cmpco.com today to learn more about these FREE tools.

You can pay your bill without lifting a finger with AutoPay. Your secure payment will be made on time automatically each month. Enroll in AutoPay today at cmpco.com and let your bill take care of itself.

Powered by your smart meter, our FREE Usage Alerts provide you with weekly energy use updates, an alert if you exceed a set amount of usage or cost and notifications of your energy use by text, email, phone call or all three. Sign up for Usage Alerts today at cmpco.com and start saving now.

Account Number	Service Location	Amount Due	Date Due
3501-0813-232	WILL CHEEVER 72 WILLIAM ST PORTLAND ME 04104	\$26.48	02/11/2020
Invoice Number 716000670825			

Your Account Summary

Prior Balance	\$24.50
Payments received through 01/15/2020 - Thank you	-\$24.50
Balance Forward	\$0.00
Electricity Delivery Central Maine Power	+\$16.89
Electricity Supply Standard Offer	+\$9.59
Please pay by 02/11/2020	\$26.48

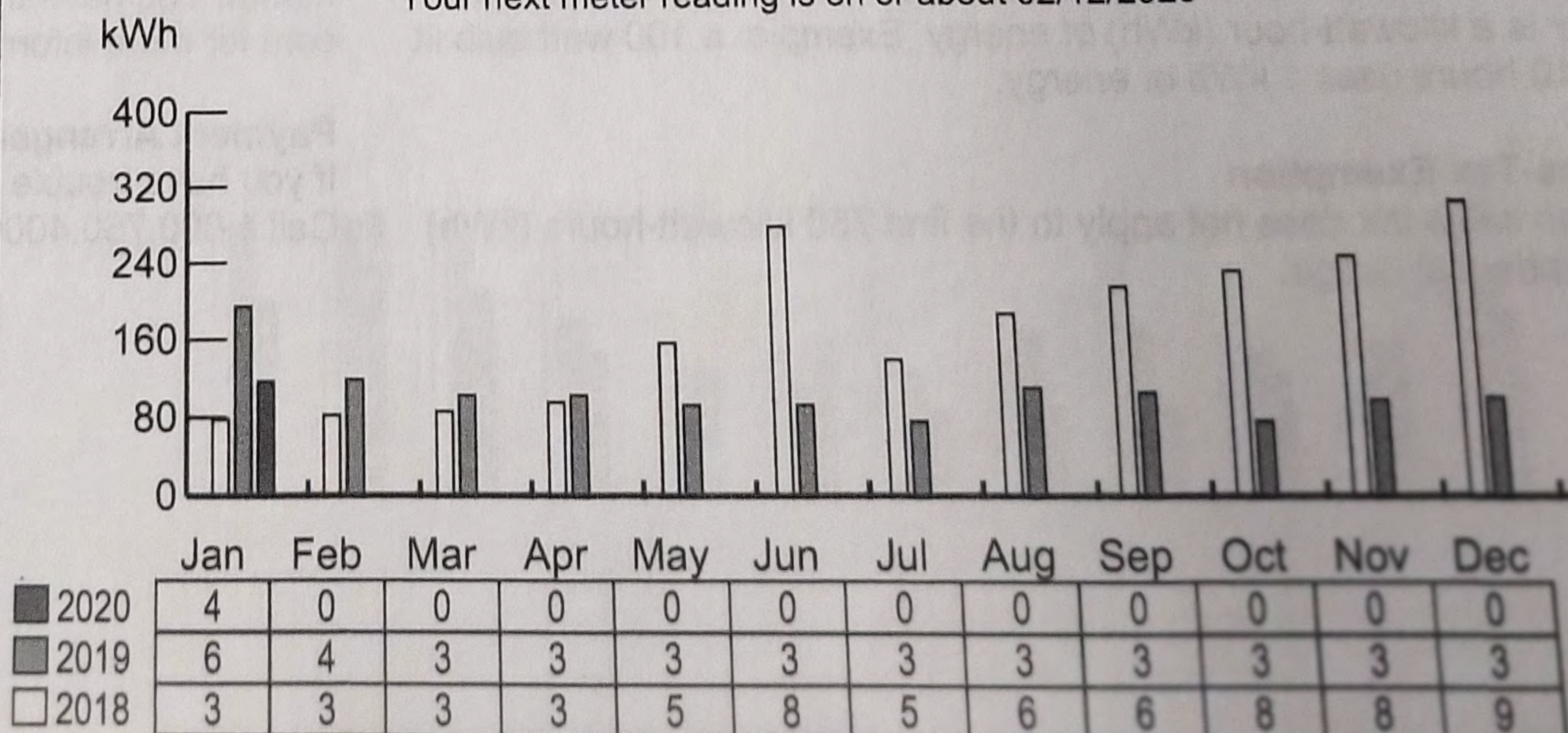
2019

\$335

2-10-20

Your Monthly Usage Summary(kWh)

Your next meter reading is on or about 02/12/2020



Your Average Daily Usage (kWh)



CITY OF PORTLAND

389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2024 to June 30, 2025

BILL #: 2504471
ACCOUNT #: 15907
PARCEL ID #: 117-C-019-001
LOCATION: 72 WILLIAM ST

CHEEVER WILBUR D JR
33 WILLIAM ST
PORTLAND, ME 04103

Owner of Record as of: April 1, 2024

CHEEVER WILBUR D JR

CURRENT BILL RATE DISTRIBUTION

SCHOOL	7.880	\$4,780.01
COUNTY	0.560	\$339.70
MUNICIPAL	6.570	\$3,985.36
TOTAL	15.010	\$9,105.07

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**

Assessed Property Description:

117-C-19
WILLIAM ST 72-74

6181 SF
Acres: 0.142

escrow
10/1/24
2/26/25

FY25 REAL ESTATE TAX BILL

BILLING INFORMATION

LAND VALUE	\$92,800
BUILDING VALUE	\$513,800
TOTAL VALUE	\$606,600
EXEMPTIONS	\$0
TAXABLE VALUE	\$606,600
TAX RATE	15.010
TOTAL TAX	\$9,105.07
PAYMENTS/CREDITS	\$0.00
ABATEMENT/ADJUST	\$0.00
TAX DUE	\$9,105.07

DATE DUE

AMOUNT DUE

10/18/2024	\$4,552.54
03/14/2025	\$4,552.53

INTEREST AT 8% PER ANNUM CHARGED BEGINNING 10/19/2024 AND 03/15/2025.

TAXPAYER'S NOTICE

Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2024.

**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR**

INFORMATION

Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.7% higher. The current City and School bonded indebtedness is \$374,509,262.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.

REMITTANCE INSTRUCTIONS

THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.
Please make check or money order payable to City of Portland and mail to:



CITY OF PORTLAND
389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2025 to June 30, 2026

BILL #: 2629940
ACCOUNT #: 15907
PARCEL ID #: 117-C-019-001
LOCATION: 72 WILLIAM ST

CHEEVER WILBUR D JR
33 WILLIAM ST
PORTLAND, ME 04103

Owner of Record as of: April 1, 2025
CHEEVER WILBUR D JR

CURRENT BILL RATE DISTRIBUTION

SCHOOL	6.270	\$5,493.77
COUNTY	0.450	\$394.29
MUNICIPAL	5.260	\$4,608.81
TOTAL	11.980	\$10,496.88

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**

Assessed Property Description:
117-C-19
WILLIAM ST 72-74

6181 SF
Acres: 0.142

FY26 REAL ESTATE TAX BILL

BILLING INFORMATION

LAND VALUE	\$142,100
BUILDING VALUE	\$734,100
TOTAL VALUE	\$876,200
EXEMPTIONS	\$0
TAXABLE VALUE	\$876,200
TAX RATE	11.980
TOTAL TAX	\$10,496.88
PAYMENTS/CREDITS	\$0.00
ABATEMENT/ADJUST	\$0.00
TAX DUE	\$10,496.88

DATE DUE	AMOUNT DUE
10/17/2025	\$5,248.44
03/20/2026	\$5,248.44

INTEREST AT 7.5% PER ANNUM CHARGED BEGINNING 10/18/2025 AND 03/21/2026.

TAXPAYER'S NOTICE

Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2025.

**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR**

INFORMATION

Thank you! Your order has been placed. [Click here to print your receipt.](#)
Order Number: 811457
Order Timestamp: Sat Feb 22 14:51:05 CST 2025

2025 total
\$ 2254



Custom Hinge Rail (22999)
Hinge Rail (Custom Size & Color)
READY TO SHIP WITHIN 23 DAYS

1

\$118.32

Merchandise Total: \$118.32
Shipping: \$0.00
Tax: \$6.51
Total: \$124.83

SHIPPING

Will Cheever
Yankee Restoration & Bldg
38 William St.
PORTLAND ME 04103
US
wdcheever@gmail.com
(207) 831-0486

BILLING

Will Cheever
Yankee Restoration & Bldg
38 William St
Portland ME 04103-4828
US
wdcheever@gmail.com
(207) 831-0486
PO Number: WDC Properties

SHIPPING OPTION

UPS Ground Shipping: 1-7 Business Days

PAYMENT

Card Type: Visa
Card Number: XXXXXXXXXXXX0441
Card CodeUsed: Yes
Expiration Date: 6/2026
Name on Card: Will Cheever

EMCO Enterprises LLC is a wholly owned subsidiary of Andersen Corporation. EMCO manufactures and supports the limited warranties of Andersen and EMCO storm doors. "Andersen", "EMCO" and all other marks where denoted are trademarks of Andersen Corporation.

Feedback

Chat with an Expert



CITY OF PORTLAND, MAINE
389 CONGRESS STREET
PORTLAND, ME 04101

Questions on your bill?

Please call: (207) 874-8660 or Email: swbill@portlandmaine.gov

Questions on your impervious surface or credits?

Please call: (207) 874-8462.

CHEEVER WILBUR D JR
38 WILLIAM ST
PORTLAND, ME 04103

STORMWATER BILL QUARTERLY STORMWATER CHARGE

ACCOUNT NUMBER: 708094
BILL NUMBER: 477080
BILL DATE: 11/03/2025
DUE DATE: 11/25/2025



CITY OF PORTLAND, MAINE
389 CONGRESS STREET
PORTLAND, ME 04101

Questions on your bill?

Please call: (207) 874-8660 or Email: swbill@portlandmaine.gov

Questions on your impervious surface or credits?

Please call: (207) 874-8462.

CHEEVER WILBUR D JR
38 WILLIAM ST
PORTLAND, ME 04103

STORMWATER BILL QUARTERLY STORMWATER CHARGE

ACCOUNT NUMBER: 708094
BILL NUMBER: 425068
BILL DATE: 05/01/2025
DUE DATE: 05/25/2025

\$280
205 total

CUSTOMER NAME		CUSTOMER #	PARCEL ID	PROPERTY LOCATION
CHEEVER WILBUR D JR		208258	117-C-019-001	72 WILLIAM ST
DESCRIPTION			AMOUNT	
QUARTERLY STORMWATER CHARGE			\$69.75	
BUILDING	IMPERVIOUS AREA SURFACE	TOTAL		
2129	1738	3867		
BILLABLE UNITS	DWELLINGS	BILLABLE RATE		
3	1	\$7.75/month		
Current Charges			\$69.75	
Previous Balance			\$0.00	
Adjustments			\$0.00	
Interest			\$0.00	
Penalties			\$0.00	
Total Amount Due			\$69.75	

Current charge is calculated as follows:

Billable units divided by Dwellings multiplied by Billable Rate less any Stormwater Credit.

Accounts with billing units between 1&2

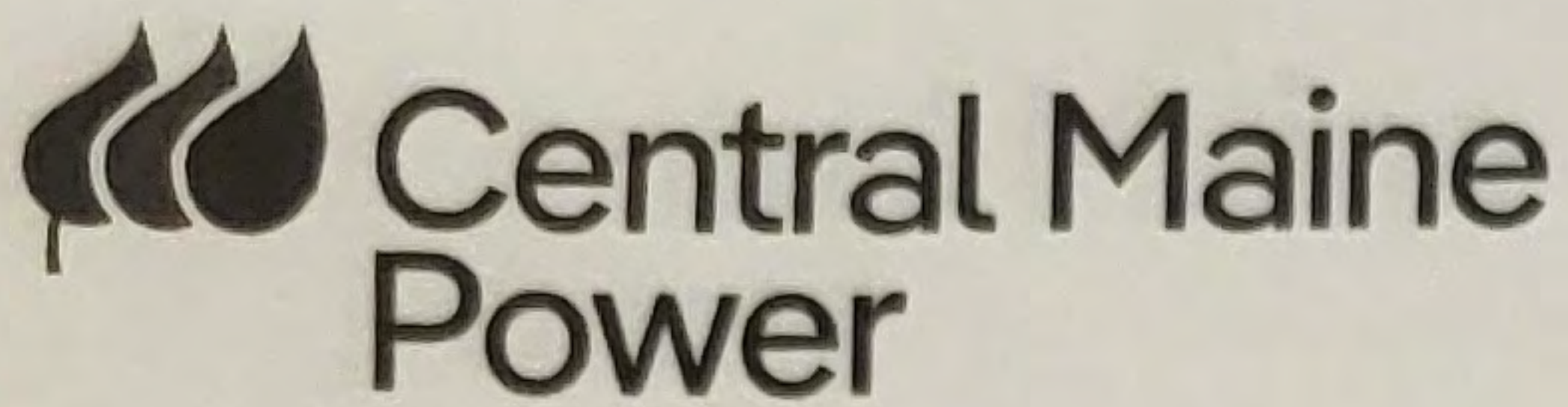
Effective July 1-Invoices mailed TWICE/year

Service Period: 4/1/2025 to 6/30/2025

Payments are not accepted over the phone.

SP1125 auto pay BCB

PAY YOUR BILL ONLINE AT: PORTLANDMAINE.GOV/STORMWATERBILLING



An Avangrid company

Manage your account online: cmpco.com
Customer Service: 800.750.4000
Outage reporting line: 800.696.1000

Your Messages

The average residential **CMP Delivery** amount includes about \$15 per month in non-CMP costs to support Maine public policy initiatives including net energy billing subsidies, low income assistance and energy efficiency. Learn more about CMP rates and public policy costs at cmpco.com/PublicPolicyCosts.

If you're struggling to manage your electricity bill, our variety of assistance programs are designed to help you stay connected and regain control. You may be eligible for the Arrearage Management Program or Electricity Lifeline Program. View our complete list of programs and services designed to help at cmpco.com/HelpWithBill or call us at 800.750.4000.

On January 1, the CMP delivery rate, approved by the Maine Public Utilities Commission, changed. For more information about this price change and how it affects your rate, please visit cmpco.com/Pricing.

Thank you for choosing AutoPay - our most convenient payment option. Your payments are made automatically, on time every month. There is no need to send payment with this bill.

Take the guesswork out of your electricity bill with Usage Alerts. You'll get weekly updates from your smart meter, so you know how much electricity you're using long before your bill arrives. Set your own usage target and get notified before costs add up. Sign up at cmpco.com/MyAccount today.

Account Number	Service Location	Amount Due	Date Due
3501-0813-232	WILL CHEEVER 72 WILLIAM ST PORTLAND ME 04104	\$61.13	02/09/2026
Invoice Number 701002855586			

Your Account Summary

Prior Balance	\$56.08
Payments received through 01/14/2026 - Thank you	-\$56.08
Balance Forward	\$0.00
CMP Delivery	+\$43.72
Non-CMP Supplier Standard Offer	+\$17.41
Please pay by 02/09/2026	\$61.13

RRB

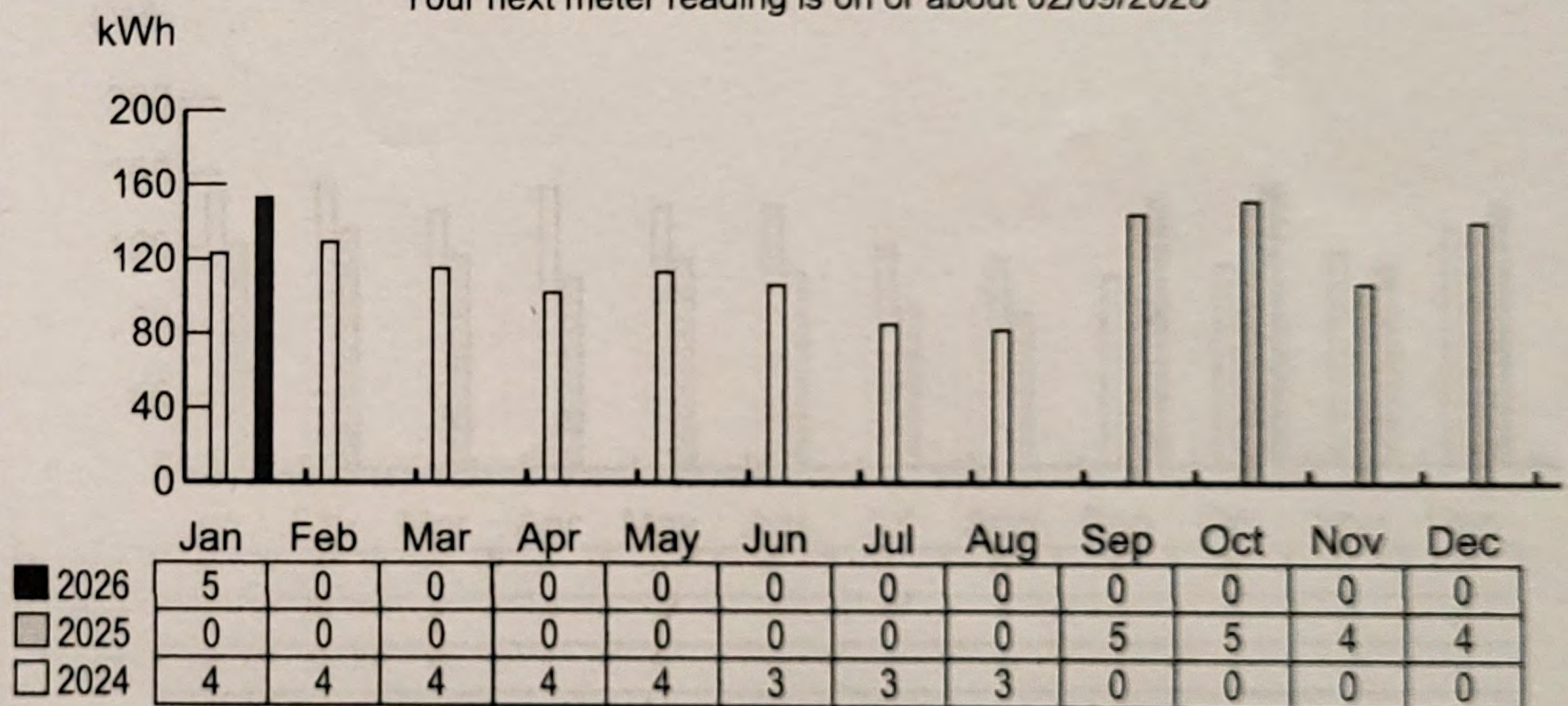
2/4/26

2025

\$657

Your Monthly Billed Usage Summary(kWh)

Your next meter reading is on or about 02/09/2026



Your Average Daily Billed Usage (kWh)

Please return this stub with your payment. Please allow 7 to 10 business days for processing. Do not send cash or coins, and do not return with staples or paper clips. Thank you.

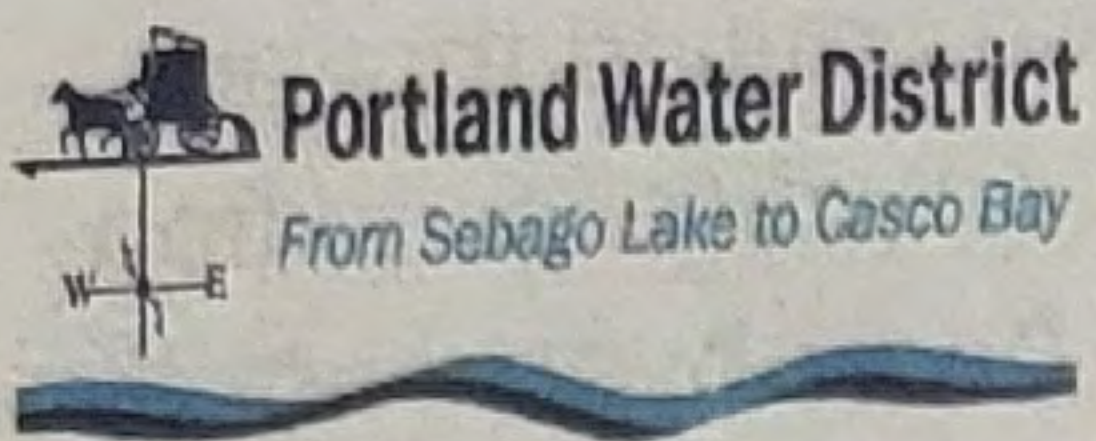
WILL CHEEVER
C/O WILL CHEEVER
38 WILLIAM ST
PORTLAND ME 04103

Central Maine Power
PO Box 847810
Boston, MA 02284-7810

Account Number
3501-0813-232
Date Due
02/09/2026
Amount Due
\$61.13
Amount Paid

Please do not write below this line.

100209260035010813232000006113



Customer Name

WILBUR CHEEVER

Account Number

30010229

Service Address

72 WILLIAM ST PORTLAND

Payment Due Upon Receipt

Bill Date: 01/09/2026

Office Hours

8:00 a.m. - 4:30 p.m.
Monday through Friday
Phone: 207-761-8310

Web Site and E-Mail

www.pwd.org
customerservice@pwd.org

Account Detail

Previous Balance

Payment - Thank You

Balance Forward

Total Current Charges

TOTAL AMOUNT DUE

Member Water Charges

Portland Wastewater Charges

Total

\$105.18

\$105.18CR

\$0.00

\$89.16

\$89.16

\$24.16

\$65.00

Monthly Usage
(Hundred Cubic Feet)

Month	Days	Water	Waste Water
01/26	27	5.00	5.00
12/25	29	6.00	6.00
11/25	33	8.00	8.00
10/25	30	8.00	8.00
09/25	33	8.00	8.00
08/25	29	8.00	8.00
07/25	33	8.00	8.00
06/25	29	7.00	7.00
05/25	23	3.00	3.00
04/25	32	8.00	8.00
03/25	29	6.00	6.00
02/25	37	7.00	7.00
01/25	28	8.00	8.00

Hundred Cubic Feet = 748 Gallons

Current Charges Detail

Minimum Charge

\$12.08

\$13.00

Usage Charge

\$12.08

\$52.00

DIRECT PAYMENT - DO NOT PAY

Customer Meter Summary:

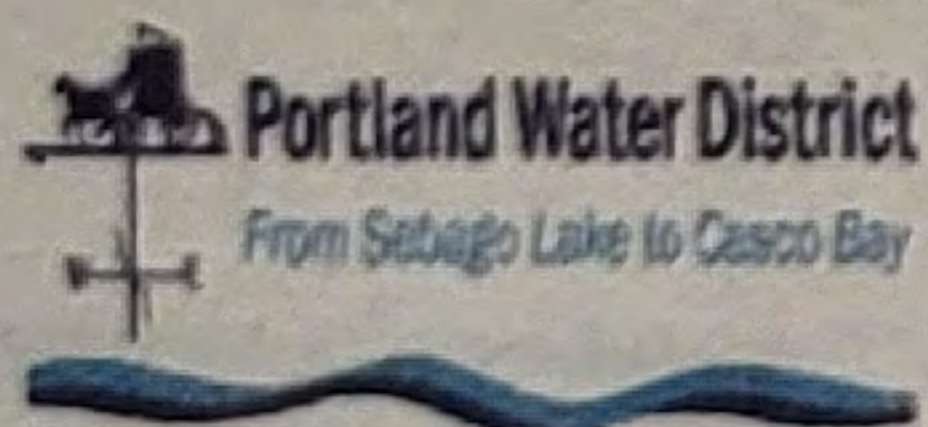
METER NUMBER
A17049409METER TYPE
Primary 5/8"READ DATE
12/22/2025PRIOR READ DATE
11/25/2025CURRENT READING
2337.00PRIOR READING
2332.00USAGE (HCF)
5.00

B53 1/29/26

2028
1/24/20

Refer to back for customer information, online payment options, or to make mailing address changes.

Remit Total Payment to:



Portland Water District
PO Box 9751
Portland, ME 04104-5051

BILL DUE UPON RECEIPT

ACCOUNT NUMBER: 30010229

AMOUNT
ENCLOSED

DIRECT PAYMENT The total amount due will
automatically be deducted from your bank
account. Thank You.

TOTAL AMOUNT DUE: \$105.18

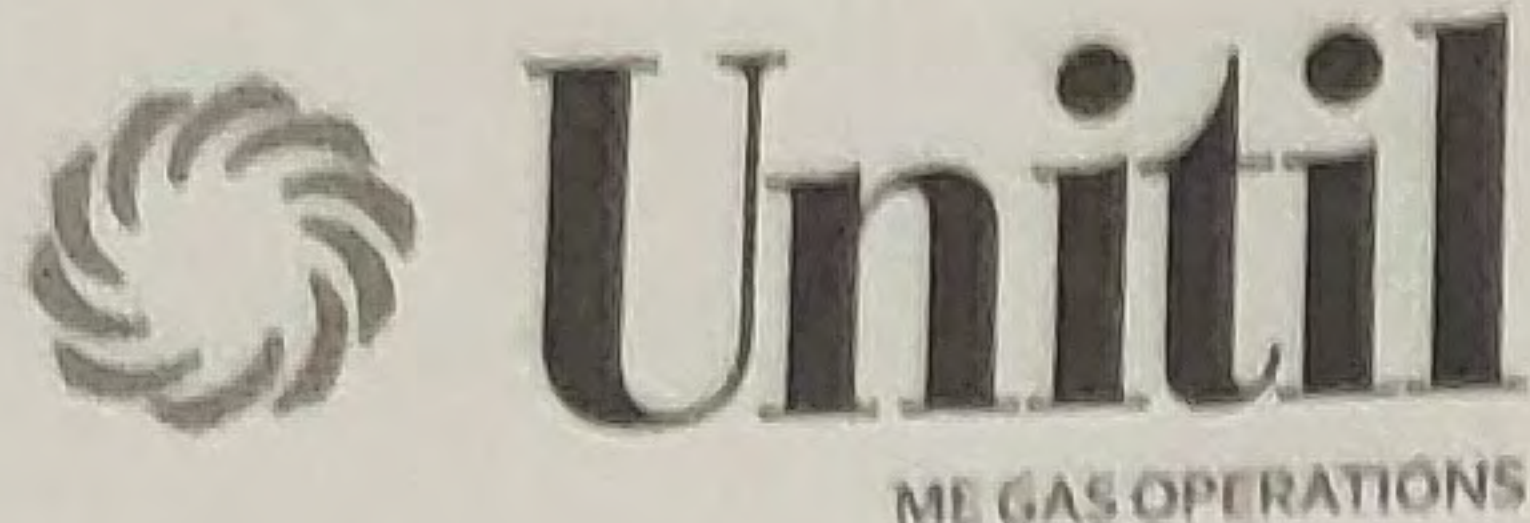
10007650-001737 1737 1 AV 0.584 T6



WILBUR CHEEVER
38 WILLIAM ST
PORTLAND ME 04103-4828



2300102290000105180



Customer
Account Number
Bill Date
Next Meter Read Date
BANK DRAFT

WILBUR CHEEVER
5100468500
01/21/26
02/17/26

AMOUNT DUE

\$103.22

PLEASE PAY BY

02/17/26

OTHER WAYS TO PAY



UNI-PAY BANK DRAFT

Sign up for automatic bank draft on the back of this bill or online at unitil.com



ONLINE

Pay and view your bill using our secure website at myaccount.unitil.com.



BY PHONE

Call (888) 301-7700 and follow the prompts.

BILL SUMMARY

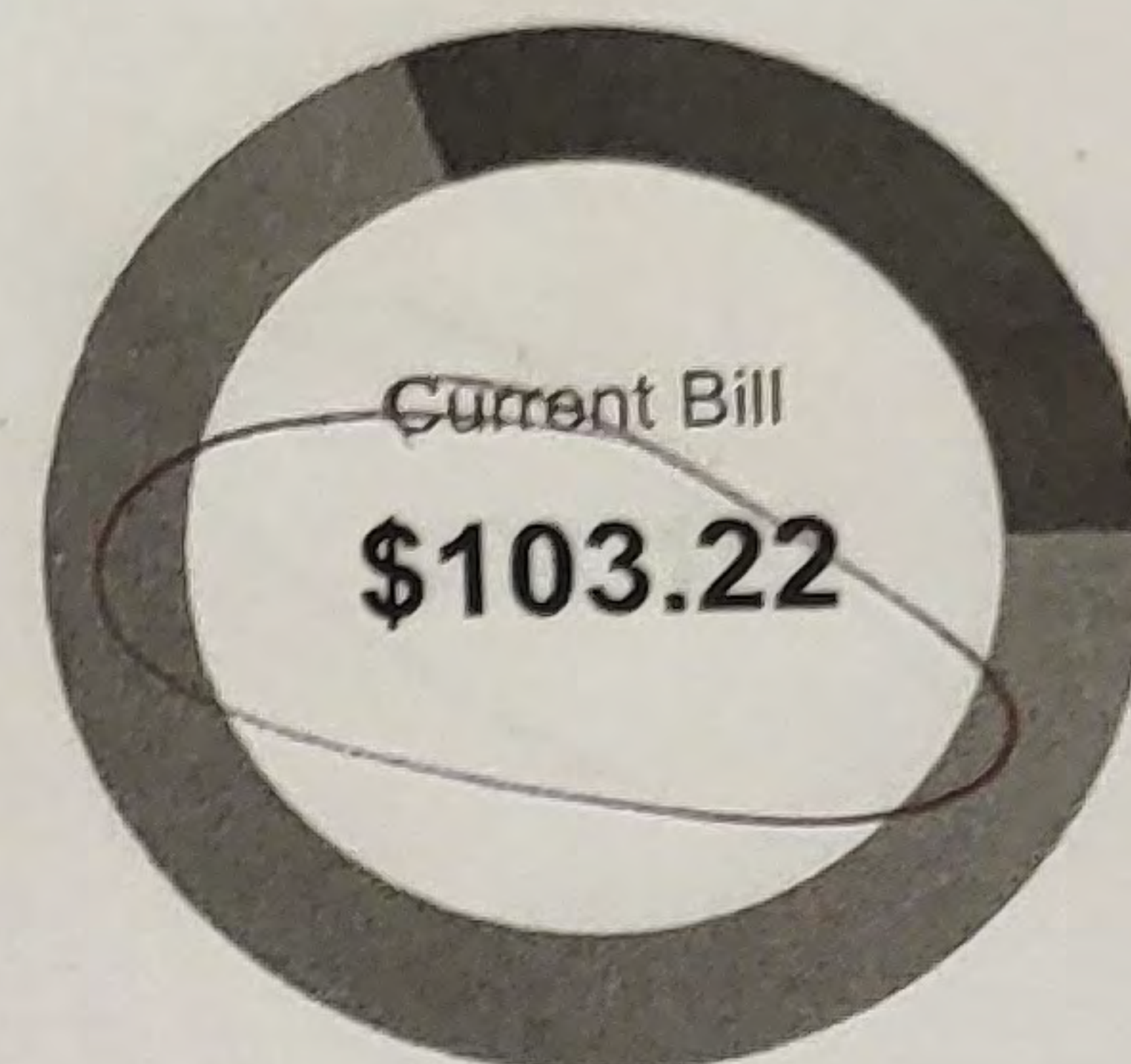
72 William St House, Portland

Amount of Last Bill
Payment - Thank You 01/16/26
Balance Forward

CHEE

\$60.16
(\$60.16)
\$0.00

Gas Service	\$71.99
Gas Supplier Service	\$31.23



USAGE AND DETAILS ON PAGE 3

The Unitil Scholarship Fund

Science, Technology, Engineering and Math (STEM) scholarships are available for the 2026-2027 academic year.

We are happy to announce that we are again offering scholarships for high school students. Six high school seniors from our service territories in New Hampshire, Maine and Massachusetts who are pursuing degrees in engineering, math, science, or technology will each receive \$5,000 for the first year of undergraduate study.

Unitil Scholarship Fund guidelines and application for the 2026-2027 academic year are available online at unitil.com/scholarship. The deadline to submit your completed application is on or before March 31st and recipients will be notified of selection by email no later than May 1st.

If you have any questions regarding our Unitil Scholarship Fund and the application process, please reach out to us via email at community@unitil.com.

STEM
SCIENCE • TECHNOLOGY • ENGINEERING • MATH

Questions about your bill? Visit unitil.com or call (888) 301-7700. More information on reverse.

Please pay upon receipt and by date listed below to avoid interest charges of 1% per month.

PAYMENT INFO

WILBUR CHEEVER
38 WILLIAM ST
PORTLAND ME 04103 0000

ACCOUNT NUMBER
5100468500

AMOUNT DUE

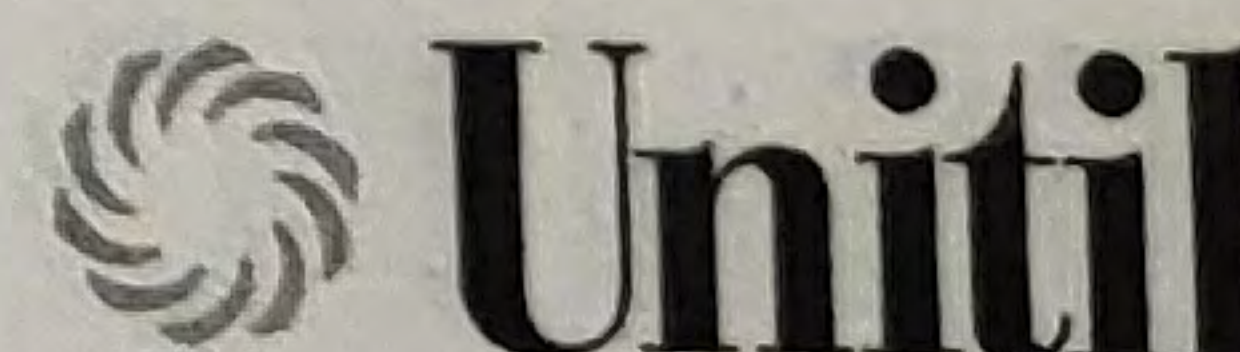
\$103.22

PLEASE PAY BY

02/17/26

AMOUNT PAID

BANK DRAFT



GO PAPERLESS - GO GREEN
Take advantage of paperless billing!
More details online at unitil.com/gopaperless

UNITIL
P.O. BOX 981077
BOSTON, MA 02298-1077

80050000051004685000000103229

MAINE HARDWARE
274 ST. JOHN STREET
PORTLAND, ME 04102-3019
www.mainehardware.com
PHONE: (207) 773-5604

PAGE NO 1

PROUDLY LOCAL, FIERCELY INDEPENDENT
30DAY RETURN POLICY WITH RECEIPT

CUST NO:	JOB NO:	PURCHASE ORDER:	REFERENCE:	TERMS:	CLERK:	DATE / TIME:
306764	000			NET EOM	MAW	12/23/25 9:47

TERMINAL: 561

SOLD TO:
WDC PROPERTIES LLC
38 WILLIAM STREET

SHIP TO:

PORTLAND ME 04103

SALESPERSON: MA MA
TAX: 001 MAINE STATE SALES TAX

INVOICE: 145145

LINE	SHIPPED	ORDERED	UM	SKU	SUGG	UNITS	PRICE/ PER	EXTENSION
1	1	1	EA	9329889	12.99	1	12.60 /EA	12.60

2025
joint
\$6629

** AMOUNT CHARGED TO STORE ACCOUNT **

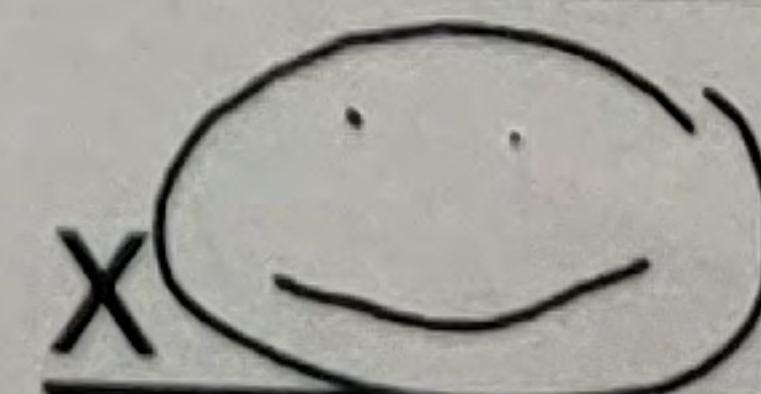
13.30

TAXABLE	12.60
NON-TAXABLE	0.00
SUBTOTAL	12.60



TOT WT: 0.30

TAX AMOUNT	0.70
TOTAL	13.30



Received By

QUOTE #	QUOTE NAME	QUOTE DATE	QUOTED BY
1750875	YANKEE RESTORATION	Dec 22, 2020	ghatch
PO #	TAG	ORDERED BY	
		ghatch	

LINE #	COMMENT	QTY	NET AMOUNT	EXTENDED
2	AWNING	1	\$399.97	\$399.97

NEAW

Frame Size: 23W x 35H

Tip-to-Tip: 29-5/8w X 39-11/16h (Total UI: 70")

Estate Casement (2011) : (AW)

Recommended Rough Opening 24-1/4W x 36-1/4H

Total Frame Depth: 4-5/8" (c/w Jamb Ext)

Exterior Accessories : 3 1/2" Brickmould/Casing with Sill

Remove Nailing Fin

Jamb Extension : 4 5/8" Jamb Extension FingerJointed

Installation Clips

Screws And Plugs

PVC Color : White

Frame Stock : Finger Jointed

Frame Finish : Primed

Stainless Steel Hardware

Crank and Lock Color: White

Screen : With Screen

Screen Bar Color : White

Screen Cloth Color : Grey

** Does Not Meet Egress

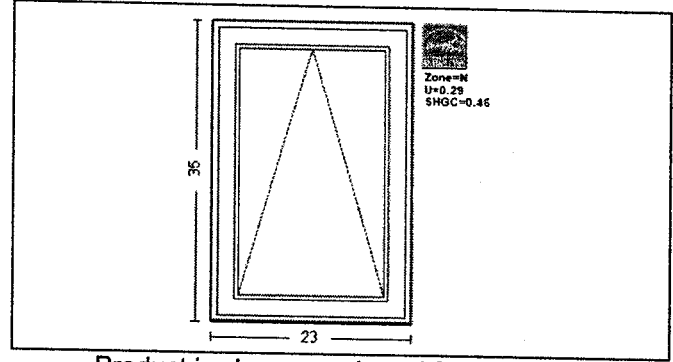
Glass: LoE Argon

Grilles: None

NFRC: Zone=N U=0.29 SHGC=0.46

NAFS: LC-PG70 PDP=70psf NDP=-70psf WPRTP=15psf

CAI=A3



Product is shown as viewed from outside

\$1763 w/ tax

Line	Type	Quantity	Totals	SUB-TOTAL	
Window and Door		2		LABOR	\$0.00
				FREIGHT	\$0.00
				SALES TAX	\$0.00
				TOTAL	\$1,670.58

This quotation contains highly configured custom make to order products and as such it is not possible to return or exchange product. Cancellation or modifications are only possible to the extent production has not started on the order or non-stock components have not been irrevocably committed to by Kohltech. Certified quotes are valid until the expiration date shown, excluding date specific events such as winter booking. Quotes that are not certified expire immediately.

We appreciate the opportunity to provide you with this quote!



Paradigm Window Solutions

56 Milliken Street
Portland, Maine 04013

Phone: (877) 994-6369
www.paradigmwindows.com

Customer
QUOTATION

Creation Date
12/23/2020

BILL TO:

*ordered 12/30
12/3*

SHIP TO:

*Jack
Front window*

Phone:

Fax:

Phone:

Fax:

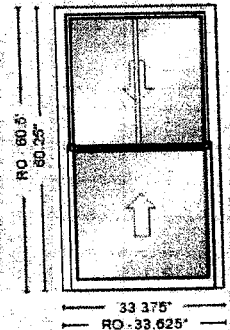
Thank you for choosing Paradigm Window Solutions!

QUOTE NAME	PROJECT NAME	CUSTOMER PO#	DATE REQUESTED
Yankee Restoration	WDC Properties		
SALES REPRESENTATIVE	TERMS	SHIP VIA	QUOTE NUMBER
dylan.shane@becn.com			720817

Line/Item #	Description	Net Price	Quantity	Extended Price
1-1		\$263.09	2	\$526.18

Comment/Room:
None Assigned

Product: 8300 Series, Double Hung, Rpl
RO: 33.625" x 60.5"
TTT Overall Size: 33.375" x 60.25"
TTT Unit Size: 33.375" x 60.25"
Sash Split: Equal
Performance Level: Standard,
Glass Options: Double Glazed, LowE, Argon, Annealed, SS
3/4" IG Thickness, Clear Opening: 28" x 24.71", 4.805Sq ft
Ratings: U-Factor = 0.28, SHGC = 0.23, VT = 0.41
Vinyl Color: White
Locks: Standard, Double
Hardware: White,
Screen: Half Screen, Extruded- Fiberglass,
Grids: Contour GBG, Colonial, Unit 1 Glass 1: , Unit 1 Glass 2: 2W1H,
Installation Options: Standard Sill Angle,

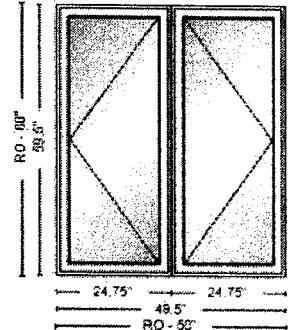


QUOTE NAME	PROJECT NAME	CUSTOMER PO#	DATE REQUESTED
Yankee Restoration	WDC Properties		
SALES REPRESENTATIVE	TERMS	SHIP VIA	QUOTE NUMBER
dylan.shane@becn.com			720817

LineItem #	Description	Net Price	Quantity	Extended Price
2-1		\$935.20	1	\$935.20

Comment/Room:
None Assigned

Product: 8300 Series, Casement, NC
Casing: 56.1875" x 64.1875"
RO: 50" x 60"
TTT Overall Size: 49.5" x 59.5"
TTT Unit Size: 24.75" x 59.5"
Left|Right, Unit 1: Left, Unit 2: Right, Mulls: 0 Degree, Vertical,
Performance Level: Standard,
Glass Options: Double Glazed, LowE, Argon, Annealed, SS
3/4" IG Thickness, Clear Opening: 13.25" x 54.5", 5.015Sq ft
Ratings: U-Factor = 0.27, SHGC = 0.25, VT = 0.47
Vinyl Color: White
Hardware: White, Washability Operator



Screen: Full Screen, Roll Formed- Fiberglass, Reinforce Stiles,
Surround (ExtTrim): Flat Casing w/Sill Nose, J-Pocket Filler, Surround
(Jambs/Receivers): Receiver, 3/4", 4 Sides,

CUSTOMER SIGNATURE _____ DATE _____

Please Note: All Window and Door orders are special order and cannot be returned or credited. This Quotation is for estimate purposes only and all specs, sizes, options, colors, and quantities need to be verified by Contractor, Building Owner, Architect, Project Manager or any governing party before the order is placed.

Additionally, it is the responsibility of the contractor to verify that the windows specs meet all local and national building, fire and energy codes specific to the location of the project with the local code enforcement officer or town municipality.

Any Modifications to the original quote will require a revised quotation to be provided.

After confirming the order for accuracy, provide your signature below for order approval.

This quotation is valid for 30 days unless otherwise noted.

THANK YOU FOR THE OPPORTUNITY TO PROVIDE THIS QUOTATION! WE APPRECIATE YOUR BUSINESS!

SETUP:	\$0.00
LABOR:	\$0.00
FREIGHT:	\$0.00
DEPOSIT:	(\$0.00)
BALANCE:	\$1,541.76
SALES TAX:	\$80.38
SUB-TOTAL:	\$1,461.38
TOTAL:	\$1,541.76

STATE STREET DISCOUNT

3613 LAFAYETTE RD
PORTSMOUTH, NH 03801

STATE STREET DISCOUNT
3613 LAFAYETTE ROAD
PORTSMOUTH, NH 03801
Phone (603) 436-7047

Invoice	D29504-1
Date	12-26-20
Store	SSD
Recap	080721 14:50

Bill to
WILL CHEEVER

Pickup Location
STATE STREET WAREHOUSE 3613 LAFAYETTE ROAD PORTSMOUTH, NH 03801

PAID 2020 taxes

Warehouse	P/O Number	Pickup Date	Terms	Sold At		Bill to Phones	Pickup Phones
WHSE		02-28-22		SSD		(207) 831-0486	(603) 431-7939
Salesperson		Salesperson					
072 JOHN HAM-YING							
jham-ying@ssdiscount.com					iT Ema	will@yrestoration.com	
					iT Ema	x	
022821							

Item Number	Description	Brand	U/M	Order	Ship	List Price	Extended
AK1200BS	ZEPHYR 30" BREEZE 2 HOOD SS Pick up at WAREHOUSE Serial#1139828BQU	ZEP	EA	1	1	349.00	349.00
CWE19SP2NS1	GE-C 19CF C/D F/D REFRIGERATOR Pick up at WAREHOUSE	GEC	EA	1	0	2069.00	2069.00
CPU	CUSTOMER PICK UP Pick up at WAREHOUSE	MSC		1	0		
FFGH3051VS	FRIGIDAIRE 30" S/I GAS RANGE Pick up at WAREHOUSE Serial#VF04759690	FRI	EA	1	1	1079.00	1079.00
FCM7SKWW	GE 7CF M/D CHEST FREEZER WHITE Pick up at WAREHOUSE Serial#RR181113	GE	EA	1	1	279.00	279.00

3613 LAFAYETTE RD
PORTSMOUTH, NH 03801

Invoice	D29504-1
Date	12-26-20
Store	SSD
Recap	080721 14:50

Item Number	Description	Brand	U/M	Order	Ship	List Price	Extended
			Credit Card	3776.00	Sales Amount		3776.00

Sales Tax	.00
Freight	.00
Total	3776.00

It is expressly agreed that title to merchandise and any risk of loss shall pass to customer, and any manufacturer warranty period shall commence, upon transfer of physical possession of goods to customer or to a common carrier engaged by customer or by State Street Discount, at State Street Discount's warehouse (FOB origin). Acceptance of goods constitutes acceptance of these Purchase Terms.



Invoice

Date: February 3, 2021
For: Will Cheever
Yankee Restoration
207-831-0486 cell
will@yrestoration.com

Project Name: **72 William Street – Kitchen Cabinetry**

Design Elements:

- Kitchen cabinetry for approved design, dimensions verified by GC
- Fabuwood Allure Galaxy (Shaker) cabinet line
- "Frost" white paint finish
- 105" tall cabinetry, with 2" cove crown comes to 107"
- Dovetailed drawer boxes
- Soft-closing undermount drawer slides
- Soft-closing door hinges
- Includes curbside delivery to job site

Price: \$10,246
\$563.53 – Maine state sales tax
Total: \$10,809.53

Deposit to Order: \$7,850 received on 1/16/21 —

Balance Due: \$2,959.53

Submitted 2/6/21
2/12/21

Please make check made payable to Fiddlehead Designs.

Thank you for your order!

102 Echo Road
Brunswick, Maine 04011
207-319-1639
www.fiddleheaddesigns.com



Quote

Date: December 30, 2020
For: Will Cheever
Yankee Restoration
207-831-0486 cell
will@yrestoration.com

Project Name: **72 William Street – Kitchen Cabinetry**

Design Elements:

- Kitchen cabinetry for attached design, dimensions verified by GC
- Fabuwood Allure Galaxy (Shaker) cabinet line
- "Frost" white paint finish
- 105" tall cabinetry, with 2" cove crown comes to 107"
- Dovetailed drawer boxes
- Soft-closing undermount drawer slides
- Soft-closing door hinges
- Includes curbside delivery to job site; please provide labor to unload truck

Price: \$10,246
\$563.53 – Maine state sales tax
Total: \$10,809.53

Deposit to Order: \$7,850 – check made payable to Fiddlehead Designs

*12 EFT 12/30/20
2020 taxes*

102 Echo Road
Brunswick, Maine 04011
207-319-1639
www.fiddleheaddesigns.com

STONE AGE, INC.

597 Elm Street Biddeford, ME 04005
www.stoneageinc.com 207-286-9705 207-286-9420

INVOICE 4387

Customer Name	<u>Will/Yankee</u>	Date	<u>3/25/2021</u>
Address	<u></u>	Job site address	<u>72 William Street #1</u>
	<u></u>		<u>Portland, ME</u>
Phone	<u></u>	Contact Name	<u>Will</u>
Cell	<u></u>	Contact Number	<u>207-831-0486</u>
Email	<u>will@yrestoration.com</u>		

Description of sale:

Please note that a 50% deposit is due prior to
template with remaining balance due at
installation

3CM Element Stone Winterport Quartz Countertops to include:

Pencil edging
Drilling of faucet holes
One (1) Undermount sink cutout
Mounting of Sink
No Backsplash
Template
Install
Tax

Stone Age is not responsible for removal of existing
counterop, disconnection or connection of plumbing

Subtotal	\$ 2,885.00
Tax	
Paid	\$ (1,700.00)
Total	<u>\$ 1,185.00</u>

Payment Schedule:

Date Required		Amount	Payment Type
3/8/2021	Deposit	\$ 1,700.00	Visa
	Final		

#103

STONE AGE, INC.

597 Elm Street Biddeford, ME 04005
www.stoneageinc.com 207-286-9705 207-286-9420

QUOTE

Customer Name	<u>Will</u>	Date	<u>1/19/2021</u>
Address	<u></u>	Job site address	<u>72 William Street #1</u>
	<u></u>		<u>Portland, ME</u>
Phone	<u></u>	Contact Name	<u>Will</u>
Cell	<u></u>	Contact Number	<u>207-831-0486</u>
Email	<u>will@yrestorations.com</u>		

Please note that a 50% deposit is due prior to
template with remaining balance due at
installation

Description of sale:

3CM Element Stone Winterport Quartz Countertops to include:

Pencil edging

Drilling of faucet holes

One (1) Undermount sink cutout

Mounting of Sink

3.5" Backsplash

Template

Install

Tax

Stone Age is not responsible for removal of existing
counterop, disconnection or connection of plumbing

Subtotal	\$ 3,399.00
Tax	
Paid	
Total	\$ 3,399.00

Payment Schedule:

Date Required		Amount	Payment Type
	Deposit		
	Final		

#1 kitchen

Spans 2020-2021

QUOTE #	QUOTE NAME	QUOTE DATE	QUOTED BY
1750875	YANKEE RESTORATION	Dec 22, 2020	ghatch
PO #	TAG	ORDERED BY	
		ghatch	

LINE #	COMMENT	QTY	NET AMOUNT	EXTENDED
1	TRIPLE CSMT	1	\$1,270.61	\$1,270.61

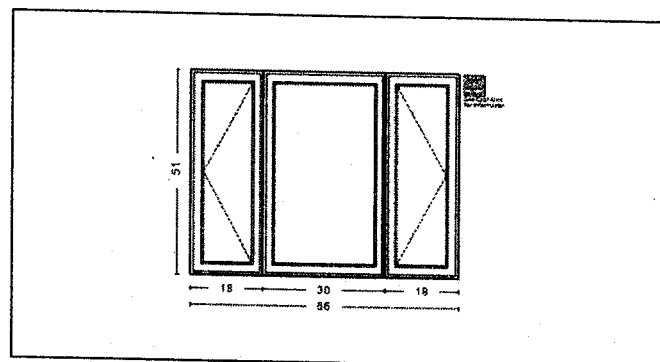
NELV-FX-RV:COMBO
Frame Size: 66W x 51H
Tip-to-Tip: 72-5/8w X 55-11/1
Estate Casement Combo (2C

Recommended Rough Oper

Total Frame Depth: 4-5/8" (c
Exterior Accessories : 3 1/2'
Remove Nailing Fin
Jamb Extension : 4 5/8" Jar
Installation Clips
Screws And Plugs
PVC Color : White
Frame Stock : Finger Jointed
Frame Finish : Primed
Stainless Steel Hardware
Crank and Lock Color: White
Screen : With Screen
Screen Bar Color : White
Screen Cloth Color : Grey
** Does Not Meet Egress

Glass: LoE Argon
Grilles: None

NFRC:
Win 1,3: Zone=N U=0.28 SHGC=0.46
Win 2: Zone=N U=0.28 SHGC=0.54
NAFS: LC-PG55 PDP=55psf NDP=-55psf WPRTP=15psf
CAI=A3
T-Mullion



Product is shown as viewed from outside

Franciose Drywall
18 Northeast Lane
South Portland, ME 04106
207-749-2707
franciosedrywall@icloud.com

Invoice

March 3, 2021

YANKEE RESTORATION & BLDG.
45 Austin Street
Portland, ME 04103

Location:
72 William Street
Portland, ME

Install drywall, tape and finish for paint; provide all materials and labor to complete as follows:

Kitchen Remodel:

As discussed with Will

8-3 out 3-12-21

Total due \$1,200.00

Terms: Net 15

One and one half percent per month (Annual Percentage Rate of 18% will be charged on balances not paid when due. If Necessary, buyer will also pay all collection cost, including reasonable attorney fees. Proposals good for 30 days. May change after 30 days due to material increase. Any alteration of deviation from above will become an extra charge over and above proposed price.

Anderson Insulation, Inc.

Phone: (800) 472-1717
Fax: (207) 602-6185
ME (207) 653-0331

INVOICE

504986 - 1

P.O. Box 30
Saco, ME 04072
www.andersoninsul.com

Yankee Restoration & Building
73 Warren Ave
Westbrook, ME 04092

Handwritten:
2/8/2021
215/21

Date: 2/8/2021

Customer Code: YankeeRB

Job Address

72 Williams St - Portland, ME
Thermal Insulation

PO#:

Work Area

Exterior Walls
Windows and Doors Foamed

Inventory Item

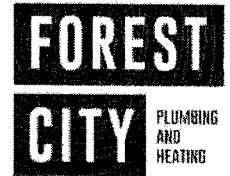
R-16 Icynene Open Cell Spray Foam Insulation LDC 70 - 4in
EZ Flow Min Expansion Foam

Sale	\$450.00
Shipping & Handling	\$0.00
Invoice	\$450.00
Balance	\$450.00

Terms: PAY WITHIN 30 DAYS

Forest City Plumbing and Heating

186 Harriet St
South Portland, ME 04106
(207) 317-1804
sylvan@forestcityplumbing.com



INVOICE

BILL TO
Will Cheever
Yankee Restoration & Building
45 Austin St
Portland, ME 04103

INVOICE 1286
DATE 02/03/2021
TERMS Net 15
DUE DATE 02/18/2021

DATE	PARTS AND LABOR	DESCRIPTION	QTY	RATE	AMOUNT
	Toilet setting parts	including flange and valve	1	91.70	91.70
	Lavatory Setting parts		1	48.76	48.76
	PVC Pipe and Fittings		1	81.63	81.63
	Copper and Pro Press Fittings		1	52.19	52.19
	Hours		4.50	100.00	450.00

For work @ 72 Williams St

BALANCE DUE

\$724.28

-cut out toilet flange that was too low and glued on new one with riser.
-installed new valve for toilet
-set toilet with Sani Seal(for radiant)

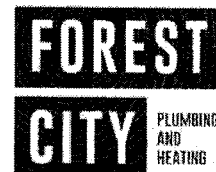
-re-connected valves for lavatory in bathroom
-installed faucet and drain.
-connected water lines to valves
-piped up new drain for sink

-cut out old trap for washing machine in basement
-set new laundry sink in place, piped up new drain.
-cut in tees to water lines nearby and installed new valves for laundry
sink faucet, connected water lines.

pd venne
2/6/21

Forest City Plumbing and Heating

186 Harriet St
South Portland, ME 04106
(207) 317-1804
sylvan@forestcityplumbing.com



INVOICE

BILL TO
Will Cheever
Yankee Restoration & Building
45 Austin St
Portland, ME 04103

INVOICE 1274
DATE 01/20/2021
TERMS Net 15
DUE DATE 02/04/2021

DATE	PARTS AND LABOR	DESCRIPTION	QTY	RATE	AMOUNT
	PVC		1	46.58	46.58
	Pex and Pex fittings	+ Ice Maker Box	1	152.85	152.85
	Hours		5	100.00	500.00

-Stubbed up water lines for toilet and place holders for vanity in bathroom

-cut out copper drain for kitchen sink and re-piped to cabinet in pvc

-ran pex for hot and cold water lines for kitchen sink and ice maker box.

BALANCE DUE

\$699.43

pe w/ Jenny



Page 71

Forest City Plumbing and Heating

186 Harriet St
 South Portland, ME 04106
 (207) 317-1804
 sylvan@forestcityplumbing.com

**INVOICE**

BILL TO
 Will Cheever
 Yankee Restoration & Building
 45 Austin St
 Portland, ME 04103

INVOICE 1358
 DATE 04/27/2021
 TERMS Net 7
 DUE DATE 05/04/2021

DATE	PARTS AND LABOR	DESCRIPTION	QTY	RATE	AMOUNT
	Kohler faucet	K596 Simplice	1	361.67	361.67
	Basket Strainer materials		1	30.11	30.11
	PVC Pipe and Fittings		1	49.41	49.41
	1/2" x 3/8" Compression Valves	pex valves and escutcheons	1	39.74	39.74
	Ice Maker Connection		1	20.47	20.47
	Shop materials		1	10.00	10.00
	Hours		2	100.00	200.00
	Late fee	10% - Applied on Jun 4, 2021			71.14T

For Work @ 72 Williams St Apt 1

-installed new valves underneath sink
 -installed new Kohler kitchen faucet, hooked up to water
 -installed new basket strainer, trap and cleanout for sink drainage
 -put on ice maker supply line for fridge

SUBTOTAL 782.54

TAX 3.91

TOTAL 786.45

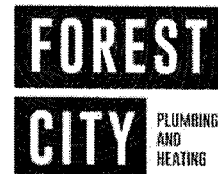
BALANCE DUE **\$786.45**

711.40

6-15-21 Jernu

Forest City Plumbing and Heating

186 Harriet St
South Portland, ME 04106
(207) 317-1804
sylvan@forestcityplumbing.com



INVOICE

BILL TO
Will Cheever
Yankee Restoration & Building
45 Austin St
Portland, ME 04103

INVOICE 1358
DATE 04/27/2021
TERMS Net 7
DUE DATE 05/04/2021

DATE	PARTS AND LABOR	DESCRIPTION	QTY	RATE	AMOUNT
	Kohler faucet	K596 Simplic	1	361.67	361.67
	Basket Strainer materials		1	30.11	30.11
	PVC Pipe and Fittings		1	49.41	49.41
	1/2" x 3/8" Compression Valves	pex valves and escuteans	1	39.74	39.74
	Ice Maker Connection		1	20.47	20.47
	Shop materials		1	10.00	10.00
	Hours		2	100.00	200.00

For Work @ 72 Williams St Apt 1

BALANCE DUE

\$711.40

-installed new valves underneath sink
-installed new Kohler kitchen faucet, hooked up to water
-installed new basket strainer, trap and cleanout for sink drainage
-put on ice maker supply line for fridge



D&T Hardwood Floors
www.dandthardwoodfloors.com
76 Williams Street
Portland, ME 04103

(207) 632-2176

JOB ESTIMATE

PHONE 207-831-0486 DATE 05-01-2021

JOB NAME/LOCATION

Will

75 William St

Portland, ME

TO _____

JOB DESCRIPTION:

bedroom	12	X	8	=	96
livingroom	14	X	12	=	168
livingroom	17	X	12	=	204
Kitchen	12	X	14	=	168
	13	X	10	=	130
					<u>766.89F</u>

1290 = 1,455

Kitchen 12 X 14 = 168
INSTALL labor is \$ 400

> Sanding + 3 Coats oil base / Sealer
~~under~~ and 2 poly (Sealer) total 3 coats

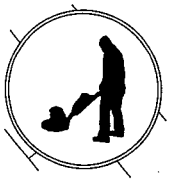
~~\$655~~ \$473 3/14/21

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE.
IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL
PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH
MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE
WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

1,855

ESTIMATED
BY



D&T Hardwood Floors

www.DandTHardwoodFloors.com

76 Williams Street
Portland, ME 04103

(207) 632-2176

JOB ESTIMATE

TO

PHONE

DATE

207-831-0486 02-11-2026

JOB NAME/LOCATION

Will

72 2nd Floor William
St Portland, ME

Kitchen	11	X	13 =	143
Hall	4	X	4 =	16
Sunroom	22	X	9 =	188
bathroom	Scan	✓	3 =	27
dining room	12-2	X	12 =	144
bedroom		X	12 =	144
dining room		X	14 =	350
Closet	11	✓	8 =	88
	13	✓	3 =	39

2.50 = (2,872)

1149.89/F

4 room Fill \$ (475)

Sanding + 1 Sealer and 2 Coats poly
(Satin) total 3 Coats

#504 MSB

THIS ESTIMATE IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE.
IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL
PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH
MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE
WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

ESTIMATED
JOB COST

ESTIMATED
JOB COST

3,347

JR HOME IMPROVEMENT LLC
57 Aspen Ave
South Portland ME
04106
2077492048
jrhomeimprovementme@gmail.com

INVOICING
WDC PROPERTIES LLC
38 William St
Portland ME
04103
2078310486
wdcheever@gmail.com

39 hours for painting interior and exterior work at 72 William St. Portland
Window glazing repairs, exterior painting
Interior touch ups, drywall and mud work in common stairways

Subtotal	\$ 2,169.96
Total	\$ 2,169.96

PA. #170
[Signature]

Payment methods accepted
Check, Zelle

VP Precision Finishing

V. Patrick O'Reilly

75 Lincoln St

Bath, ME

04530

207/210-0090

vpprecisionfinishing@gmail.com



BILL TO

Yankee Restoration

will@yrestoration.com

INVOICE

INV0696

DATE

03/17/2026

DUE

On Receipt

BALANCE DUE

USD \$2,725.00

DESCRIPTION	RATE	QTY	DISCOUNT	AMOUNT
Sheetrock Labor	\$350.00	20		\$7,000.00
Sheetrock Materials	\$900.00	1	-\$180.00	\$720.00
Discount represents left over supplies			20%	
Paint Materials	\$1,054.00	1		\$1,054.00
7x GL walls, 10x GL ceiling, 3x GL trim, applicators, cleaning supplies, liners, abrasives, caulking, fillers ect. 4/15 touch up materials \$176				
Paint Labor	\$350.00	21		\$7,350.00
3/26: 8x, 3/27: 8x, 4/15: 2x, 4/16: 3x				
Clean up	\$800.00	1		\$800.00
3/28: 3x				

Payment Info

BY CHECK

VP Enterprises

TOTAL

\$16,924.00

Payment

-\$14,199.00

Other

03/28/2026

BALANCE DUE

USD \$2,725.00

OTHER

Please remit payment via check 14 calender days. 75 Lincoln Street;
Bath, ME 04530.

Stone Surface

9 Lakes Plaza Dr
Naples, ME 04055
(207) 647-3611



Stone Surface
Creative Kitchen & Bath

INVOICE

BILL TO
Cheever 72 William #2

INVOICE 2026INV-14115
DATE 04/16/2026
DUE DATE 04/16/2026

DESCRIPTION	QTY	RATE	AMOUNT
Kitchen Countertops - Template, Fabricate and Install Black Pearl (Grp A) polished finish stock granite counter tops including sink prep, eased edge and small round corners.	1	2,250.00	2,250.00

Backsplash - 4" to match tops is standard/optional (No add/deduct)

Sealer - TBD by Material

Disclaimer

Due to the current supply chain issues, substitutions of similar
material/color/pattern may be required. If substitution is required, we will notify
you as soon as possible.

Kitchen Sink - Small Pro - Supply and Mount 18 gauge small professional style single bowl stainless steel sink.	1	250.00	250.00
---	---	--------	--------

*** Customer to supply ***
- Faucet - # holes, spread

BSS 4/24/26
KIT 73-201XN

Note to All retail customers:

A 50% payment is required at the time of approved estimate.

Balances due as follows:

-Cabinets & Hardware/Tile & Flooring/Cash & Carry Items- At time of
receipt from factory.

-Countertops- On day of installation.

Thank you for choosing Stone Surface!

SUBTOTAL	2,500.00
TAX	0.00
TOTAL	2,500.00

BALANCE DUE **\$2,500.00**

Estimate Summary

Estimate 2025EST-105839	2,500.00
This invoice 2026INV-14115	\$2,500.00
Total invoiced	2,500.00



Quote

Date: February 23, 2026

For: Will Cheever
Yankee Restoration

Project Name: **72 William Street #2 Kitchen Cabinetry**

Design Elements:

- Kitchen cabinetry in approved designs
 - Fabuwood Allure Galaxy door, Dove white paint finished
 - Cabinets to 90", no crown
 - Ceiling height ~100"
- Includes curbside delivery to job site

Cabinetry Price: \$7,372
Maine Sales Tax: \$405.46
Total: \$7,777.46

Deposit: \$5,825 – received 4/3/26

Balance Due: \$1,952.46

BSS 4/29/26
7576-0750

Please make check payable to Fiddlehead Designs Cabinetry.

Thank you for your business!

102 Echo Road
Brunswick, Maine 04011
207-751-4077
www.fiddleheaddesigns.com



Quote

Date: February 23, 2026

For: Will Cheever
Yankee Restoration

Project Name: **72 William Street #2 Kitchen Cabinetry**

Design Elements:

- Kitchen cabinetry in attached designs
 - Fabuwood Allure Galaxy door, Dove white paint finished
 - Cabinets to 90", no crown
 - Ceiling height ~100"
- Includes curbside delivery to job site (please provide labor to unload truck)
- Price accurate as of quote date, will be re-priced at order time

Cabinetry Price: \$7,372
Maine Sales Tax: \$405.46
Total: \$7,777.46

Deposit to Order: \$5,825 - please make check payable to Fiddlehead Designs Cabinetry

3/30/26
MSB #14

102 Echo Road
Brunswick, Maine 04011
207-751-4077
www.fiddleheaddesigns.com

Primary Electric LLC
P.O. Box 3794
Portland, ME 04104
207-766-6473
electricprimary@gmail.com



1981

04/07/2026

BILL TO	SHIP TO	JOB DESCRIPTION
Yankee Restoration & Building 73 Warren Avenue Westbrook, ME 04092	Same as recipient	72 Williams Street #2

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Install all electrical devices and lighting for Unit 2		\$ 2,861.54

*PAID MSB
#18
4/17/26 email*

SUBTOTAL	\$2,861.54
----------	------------

TOTAL DUE	\$2,861.54
-----------	------------

Thank you for your business!



ECORAD INC.
21 Rue Henri-Gamache
St-Jean-Port-Joli, Qc
G0R3G0 **Phone :** (418) 598-3273

Invoice

2026-03-20

8456

Sales Rep. : Patricia Cloutier
Terms : on reception
Ship :
Reference : 6312v2

Customer : WDC Properties

WDC Properties
Will Cheever
72 William St.
Portland
ME04103
(207) 831-0486

Ship To :

Same

(207) 831-0486

Item No.	Description	Ord	Inv.	B/O Qty	Price	Total	Tx
41625006	PLESSIS 26 4	1,00	1,00		1170,00	1170,00	
28222511	PLESSIS 26 4	1,00	1,00		990,00	990,00	
Transport	pick up in Rocky hill, Ct by customer	0,00	0,00		0,00	0,00	

3/24/26
#5471

Subtotal : 2160,00
Shipping :

A) Regist : 733219781-001

TX CT 6.35 137,16

B) Regist :

0,00

Total deposit

648,00

TOTAL : 2297,16

Balance : 1 649,16

VP Precision Finishing

V. Patrick O'Reilly

75 Lincoln St

Bath, ME

04530

207/210-0090

vpprecisionfinishing@gmail.com



BILL TO

Yankee Restoration

will@yrestoration.com

DATE

03/17/2026

DUE

On Receipt

INVOICE

INV0696

BALANCE DUE

USD \$14,199.00

DESCRIPTION	RATE	QTY	DISCOUNT	AMOUNT
Sheetrock Labor	\$350.00	20		\$7,000.00
Sheetrock Materials Discount represents left over supplies	\$900.00	1	-\$180.00 20%	\$720.00
Paint Materials 7x GI walls, 10x GL ceiling, 3x GL trim, applicators, cleaning supplies, liners, abrasives, caulking, fillers ect.	\$879.00	1		\$879.00
Paint Labor 3/26: 8x	\$350.00	16		\$5,600.00

Payment Info

BY CHECK

VP Enterprises

OTHER

Please remit payment via check 14 calender days. 75 Lincoln
Street; Bath, ME 04530.

TOTAL

\$14,199.00

BALANCE DUE

USD \$14,199.00

PAID #503
3/27/26
MSB



PORTLAND BRANCH
QXO
400 WARREN AVENUE
PORTLAND, ME 04103
Telephone: 207-797-7950

INVOICE

Page 1 of 1

INVOICE NO.	TX91341
INVOICE DATE	02/24/26
DUE DATE	03/25/26
CUSTOMER NO.	023086
REMIT TO:	
QXO PO BOX 418527 BOSTON, MA 02241 8527	
WAREHOUSE:	
PORTLAND BRANCH QXO 400 WARREN AVENUE PORTLAND, ME 04103 Telephone: 207-797-7950	

SOLD TO:

YANKEE RESTORATION & BUILDING
73 WARREN AVE
WESTBROOK, ME 04092

SHIP TO:

Customer Pickup

SLS	SHIP VIA	TERMS
31A	PICKUP	2% 10TH PROX NET 25TH

CUSTOMER PURCHASE ORDER NO.	TAX	JOB # AND NAME	ORDERED BY
OWN USE PDW	5.500	OWN USE	PCG

PRODUCT	DESCRIPTION	U/M	QUANTITY	UNIT PRICE	EXTENSION
/PDW30537694	CSL-CSR NC 51X60 LEA NG FS 3/4 RCR-4 FC-3 REMOVE FIN TO J	EA	1	1329.4100	1,329.41
/PDW30537695	CSL-CSR NC 51X60 CROWN OP926315 WS586227 ETA 02/23/26 Deduct 28.42 and pay 1470.89 if paid by 3/10/26 Otherwise 1499.31 is due in full by 3/25/26	EA	1	91.7400	91.74

THANK YOU FOR YOUR BUSINESS

RECEIVED BY	SUB-TOTAL	TAX	HANDLING/RESTOCK	SHIPPING	TOTAL AMOUNT
	1421.15	78.16	.00	.00	1499.31

THIS SALE IS SUBJECT TO THE TERMS AND CONDITIONS AND RETURN POLICY FOUND AT <https://www.QXO.com/terms-and-conditions-of-sale>
BUYER ACKNOWLEDGES AGREEING TO SUCH TERMS AND CONDITIONS AND RETURN POLICY.



PORTLAND BRANCH
QXO
400 WARREN AVENUE
PORTLAND, ME 04103
Telephone: 207-797-7950

INVOICE

Page 1 of 1

INVOICE NO.	UA11949
INVOICE DATE	03/18/26
DUE DATE	04/25/26
CUSTOMER NO.	023086
REMIT TO:	

QXO
PO BOX 418527
BOSTON, MA 02241 8527

WAREHOUSE:

PORTLAND BRANCH
QXO
400 WARREN AVENUE
PORTLAND, ME 04103
Telephone: 207-797-7950

SOLD TO:

72-2
WDC Properties
#10
YANKEE RESTORATION & BUILDING
73 WARREN AVE
WESTBROOK, ME 04092

SHIP TO:

Customer Pickup

SLS	SHIP VIA	TERMS
31A	PICKUP	2% 10TH PROX NET 25TH

CUSTOMER PURCHASE ORDER NO.	TAX	JOB # AND NAME	ORDERED BY
72 WILLIAM #2 PDW	5.500	72 WILLIAM #2	PCG

PRODUCT	DESCRIPTION	U/M	QUANTITY	UNIT PRICE	EXTENSION
/PDW30565614	8DH RPL 33.875X60.25 LEA FG 2/1 1SA HS OP926311 WS587088 ETA 03/16/26 Deduct 15.49 and pay 801.82 if paid by 4/10/26 Otherwise 817.31 is due in full by 4/25/26 MSB 3/27/26	EA	2	387.3500	774.70

THANK YOU FOR YOUR BUSINESS

RECEIVED BY

SUB-TOTAL	TAX	HANDLING/RESTOCK	SHIPPING	TOTAL AMOUNT
774.70	42.61	.00	.00	817.31

THIS SALE IS SUBJECT TO THE TERMS AND CONDITIONS AND RETURN POLICY FOUND AT <https://www.QXO.com/terms-and-conditions-of-sale>
BUYER ACKNOWLEDGES AGREEING TO SUCH TERMS AND CONDITIONS AND RETURN POLICY.

Primary Electric LLC
P.O. Box 3794
Portland, ME 04104
207-766-6473
electricprimary@gmail.com



1969

03/14/2026

BILL TO	SHIP TO	JOB DESCRIPTION
Yankee Restoration & Building 73 Warren Avenue Westbrook, ME 04092	Same as recipient	72 Williams Street #2

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Demo existing electrical circuits where needed. Relocate all kitchen circuits to be above new ceiling height. Install new range circuit from basement. Install (2) heater circuits from basement. Install all electrical per lay out provided.		\$ 7,805.35

SUBTOTAL \$7,805.35

TOTAL DUE \$7,805.35

MSB
3/20/26
#12

Thank you for your business!



Trades

~~43,784~~

45,717

YANKEE
STREET

CITY, ST

TO
H. Cheever

PHONE

DATE
2-18-25

JOB NAME

Same

JOB LOCATION

72 William St. 3rd Floor Apt.
Portland, ME.

JOB DESCRIPTION/ WORK TO BE COMPLETED

Supply and Install wall to wall
carpet over pad in Living room - 2 Bedrooms -

Style Turning Point color # Divergent

15 foot goods

TOTAL \$ 3,850.00

Dep. \$ 2,000.00

balance \$ 1,850.00

VP Precision Finishing



V. Patrick O'Reilly
75 Lincoln St.
Bath, ME
04530
207/210-0090
vpprecisionfinishing@gmail.com

INVOICE

INV0533

DATE

Feb 7, 2025

DUE

On Receipt

BALANCE DUE

USD \$4,200.00

BILL TO

Yankee Restoration

will@yrestoration.com

Handwritten notes:
4/9/25
X 3405- FKKT

DESCRIPTION	RATE	QTY	AMOUNT
Wallboard 50 sheets +/- hung and finished @ \$110 per sheet. 8' & 12' 1/2, 3/8, purple board	\$5,500.00	1	\$5,500.00
Patches & Skim Adjustment for patches and skims + requisite plaster repair, patching and skimming for required period renovation.	\$1,500.00	1	\$1,500.00
Primer Finished ceilings and closets; 1x coat finish paint over all designated paintable substrates.	\$2,100.00	1	\$2,100.00
Finish paint Includes all requisite materials and labor. Includes touch up. Excludes stair well to be completed at cost after occupancy. 4/16	\$8,000.00	1	\$8,000.00
Sky light rework Out of sequence sheet rock work: install and finishing on 6x skylights. Install; tape; finish; sand; prime; paint	\$200.00	6	\$1,200.00

Payment Info

TOTAL \$18,300.00

BY CHECK

VP Enterprises

Payment -\$4,000.00
Check Feb 14, 2025

OTHER

Please remit payment via check 14 calendar days. 75 Lincoln Street; Bath, ME 04530.

Payment -\$5,100.00
Check Feb 22, 2025
Payment -\$5,000.00
Other Mar 20, 2025

BALANCE DUE USD \$4,200.00

On Sun, Mar 30, 2025 at 9:23 PM Vance Patrick O'Reilly <vpprecisionfinishing@gmail.com> wrote:
Will,



VP Precision Finishing

V. Patrick O'Reilly
75 Lincoln St
Bath, ME
04530
207/210-0090
vpprecisionfinishing@gmail.com

INVOICE
INV0542

DATE
Mar 17, 2025

DUE
On Receipt

BALANCE DUE
USD \$5,000.00

BILL TO

Yankee Restoration

will@yrestoration.com

DESCRIPTION	RATE	QTY	AMOUNT
72 Williams: Draw 5000 progress payment drawn on balance. Balance to be invoiced upon completion of touch ups/stairwell.	\$5,000.00	1	\$5,000.00

Payment Info

BY CHECK
VP Enterprises

OTHER

Please remit payment via check 14 calender
days. 75 Lincoln Street; Bath, ME 04530.

TOTAL

BALANCE DUE

\$5,000.00

USD \$5,000.00

PJ *#5000*
3/20/25



72 Williams street: Apartment Renovation

February 7th, 2025

Prepared For: Yankee Building & Restoration c/o Will Chever

Prepared By: VP Enterprises; V. Patrick O'Reilly

Scope: 800sqft of residential remodel to be wallboarded & painted.

Considerations: Period renovation requiring marrying multiple wallboard dimensions to existing plaster. Yankee responsible for ensuring adequate demo and addition of nailers to facilitate wallboard installation. Apartment to be painted top to bottom.

Time line: Load in 2/13. Work to commence 2/14 with significant completion of wallboard anticipated 2/17. All touch up coats, patches & priming to be completed by 2/21. Finish paint timeline TBD

Site Fee: Covers costs associated with Mobilization, Barging fees, Transportation to Island, waste Disposal,

Description	Quantity	Unit Price	Cost
Wallboard: 3/8th & 1/2 wallboards to be installed as required, level 4 finish.	1	\$ 5,500	\$ 5,500
Patches: all requisite patches and skim coats as required	10	\$ 150	\$ 1,500
Phase #1 Paint: 1x primer all substrates; finished ceilings, finished closets	1	\$ 2,100	\$ 2,100
Finish Paint: 2x Finish coats on all paintable substrates	1	\$ 8,000	\$ 8,000
Total			\$ 17,100

Payment Schedule: Deposit of (\$5,000) due upon approval of proposal. VP reserves the right to draw (1x) progress payment as needed with the balance of monies owed to be remitted within (30) calendar days of completion. Any changes to scope, process or materials resulting in additional costs will only be executed upon written orders and becomes an extra charge over and above this estimate.

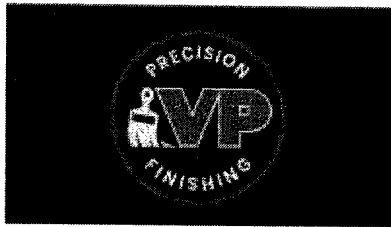
The above prices, specifications and considerations are considered satisfactory and are hereby accepted. You are authorized to complete the work as outlined above. Payment will be made as outlined above.

VP Representative: _____

Client Signature: _____

P2. \$4000 down 2/12/25
#137

VP Precision Finishing



V. Patrick O'Reilly

75 Lincoln St

Bath, ME

04530

207/210-0090

vpprecisionfinishing@gmail.co
m

INVOICE

INV0522

DATE

Jan 8, 2025

DUE

On Receipt

BALANCE DUE

USD \$2,430.00

BILL TO

Yankee

207.831.0486

will@yrestoration.com

Handwritten:
P. O'Reilly
\$157
1/8/25

DESCRIPTION	RATE	QTY	AMOUNT
Trash chute supplies 2x4x16 & 8'; tarp 2x, fasteners	\$120.00	1	\$120.00
PPE Respirators, gloves and lenses	\$10.00	6	\$60.00
Labor 6x Labor	\$425.00	6	\$2,550.00
Dump Load 1x. Red dumper charged on Yankee account	\$200.00	1	\$200.00

Payment Info

BY CHECK

VP Enterprises

OTHER

Please remit payment via check 14 calendar
days. 75 Lincoln Street; Bath, ME 04530.

SUBTOTAL \$2,930.00

DISCOUNT -\$500.00

TOTAL \$2,430.00

BALANCE DUE

USD \$2,430.00

\$500 MBD (mutual benefactors discount)



Quote

Date: January 30, 2025

For: Will Cheever
Yankee Restoration

Project Name: **72 William #3 Apartment Kitchen Cabinetry**

Design Elements:

- Kitchen cabinetry in attached designs
 - Fabuwood Allure Galaxy door
 - Dove soft white paint finish
- Dovetailed drawer boxes
- Soft-closing undermount drawer slides
- Soft-closing door hinges
- Kitchen cabinets to 84", no crown molding

- Includes delivery to job site – please provide labor to unload truck
- Price accurate as of quote date and will be re-priced at order time

Cabinetry Price: \$4,913
Maine Sales Tax: \$270.22
Total: \$5,183.22

Deposit to Order: \$3,885 – please make check payable to Fiddlehead Designs Cabinetry

2/10/25
x2186-66544

102 Echo Road
Brunswick, Maine 04011
207-751-4077
www.fiddleheaddesigns.com



Invoice

Date: March 18, 2025

For: Will Cheever
Yankee Restoration

Project Name: **72 William #3 Apartment Kitchen & Vanity Cabinetry**

Design Elements:

- Kitchen cabinetry in approved designs
 - Fabuwood Allure Galaxy door
 - Dove soft white paint finish
- Dovetailed drawer boxes
- Soft-closing undermount drawer slides
- Soft-closing door hinges
- Kitchen cabinets to 84", no crown molding

Cabinetry Price: \$5,611
Maine Sales Tax: \$308.61
Total: \$5,919.61

Deposit: \$3,885 – received 2/11/25

Balance Due: \$2,034.61

Please make check payable to Fiddlehead Designs Cabinetry.

Thank you for your business!

102 Echo Road
Brunswick, Maine 04011
207-751-4077
www.fiddleheaddesigns.com



Quote

Date: March 18, 2025

For: Will Cheever
Yankee Restoration

Project Name: **72 William #3 Apartment – Additional Kitchen Cabinet**

Design Elements:

- One additional kitchen cabinet
 - Fabuwood Allure Galaxy door
 - Dove soft white paint finish
 - W1815, left hinge, finished both sides
- Includes delivery to Fiddlehead Designs headquarters

Cabinetry Price: \$239
Maine Sales Tax: \$13.15
Total: \$252.15

252.15 ~~286.76~~
2034.61
3345.00
5631.76
MSB only
3/28/25

102 Echo Road
Brunswick, Maine 04011
207-751-4077
www.fiddleheaddesigns.com

Primary Electric LLC
P.O. Box 3794
Portland, ME 04104
207-766-6473
electricprimary@gmail.com

2P325
BSB
X3, SWHAT



1827

02/16/2025

BILL TO	SHIP TO	JOB DESCRIPTION
Yankee Restoration & Building 73 Warren Avenue Westbrook, ME 04092	Same as recipient	72 Williams Street

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
	Install 100-amp feed to panel on 3 rd floor. Identify, demo, and rework existing circuits for new electrical layout. Install all rough electrical per layout discussed.		\$ 4,925.83

SUBTOTAL \$4,925.83

TOTAL DUE \$4,925.83

Thank you for your business!

Primary Electric LLC
P.O. Box 3794
Portland, ME 04104
207-766-6473
electricprimary@gmail.com



1842

03/31/2025

BILL TO	SHIP TO	JOB DESCRIPTION
Yankee Restoration & Building 73 Warren Avenue Westbrook, ME 04092	Same as recipient	72 Williams Street finish

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
----------	-------------	------------	-------

Install all devices and lighting in 3rd floor unit. Install dedicated circuit for on demand water heater. Install all heat thermostats, new supplied heater, bath heater, hood fan, counter top outlets strips, all recessed lighting, and closet lights.

\$ 3,780.44

SUBTOTAL

\$3,780.44

TOTAL DUE

\$3,780.44

Thank you for your business!



Invoice

Date: March 18, 2025

For: Will Cheever
Yankee Restoration

Project Name: **72 William #3 Apartment Kitchen & Vanity Countertops**

Design Elements:

- Kitchen and vanity countertops from Stone Surface
- Invoice from Stone Surface attached

Price: \$3,345

Please make check payable to Fiddlehead Designs Cabinetry.

Thank you for your business!

102 Echo Road
Brunswick, Maine 04011
207-751-4077
www.fiddleheaddesigns.com

Stone Surface

9 Lakes Plaza Dr
Naples, ME 04055
+12076473611



Stone Surface
Creative Kitchen & Bath

INVOICE

BILL TO
Yankee
72 William
Portland, ME

INVOICE 2025INV-11939
DATE 03/17/2025
TERMS Due on receipt
DUE DATE 03/17/2025

DESCRIPTION	QTY	RATE	AMOUNT
KITCHEN: Template, Fabricate and Install Black Pearl with polished finish (Grp A) stock granite counter tops including sink prep, eased edge and small round corners.	1	2,550.00	2,550.00
Backsplash - TBD by Customer - 4" to match tops is standard/optional (No add/deduct)			
Sealer - TBD by Material -			
Disclaimer Due to the current supply chain issues, substitutions of similar material/color/pattern may be required. If substitution is required, we will notify you as soon as possible.			
Supply and Mount 18 gauge professional style 30" single bowl stainless steel sink -----	1	250.00	250.00
Vanity - Template, Fabricate and Install Black Pearl with polished finish granite vanity top including 3.5" back splash, vanity sink prep, eased edge and small round corners.	1	425.00	425.00
Vanity Sink - Large Rectangle Supply and Mount Large rectangle vanity sink, White	1	120.00	120.00

Note to All retail customers:

A 50% deposit is required at the time of approved estimate.

Balances due as follows:

-Cabinets & Hardware/Tile & Flooring/Cash & Carry Items- At time of scheduled delivery or pickup.

-Countertops- On day of installation.

Thank you for choosing Stone Surface!

SUBTOTAL	3,345.00
TAX (5.5%)	0.00
TOTAL	3,345.00
BALANCE DUE	\$3,345.00

INVOICE

Darling Plumbing & Heating Inc
29 Vannah Ave
Portland, ME 04103

darlingph@aol.com
+1 (207) 773-9525

PD-
MSB
4/2/25 = rna1

Bill to

YANKEE RESTORATION & BUILDING
73 WARREN AVE
WESTBROOK, ME 04092

Ship to

YANKEE RESTORATION & BUILDING
73 WARREN AVE
WESTBROOK, ME 04092

Invoice details

P.O. Number: 35526

Terms: Due on receipt

Invoice date: 03/24/2025

Due date: 03/24/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.	1		72 WILLIAM ST #3-INSTALLATION OF STERLING 60X30 RIGHT HAND SHOWER STALL-KOHLER SHOWER TRIM W/SLIDE BAR AND HAND WAND-AMERICAN STANDARD 10" ROUGH IN TOILET-KOHLER LAVATORY FAUCET-KITCHEN SINK HOOKUP-EEMAX POINT OF USE WATER HEATER -REWORK DRAINAGE AND REPLACE BRASS WATER LINES W/PEX	1	\$5,600.00	\$5,600.00
2.	1		KITCHEN SINK W/FAUCET & VANITY W/TOP BY OTHERS	1	\$0.00	\$0.00
3.	1		KOHLER KITCHEN FAUCET	1	\$309.00	\$309.00
4.	1		AMERICAN STANDARD BATHROOM FAUCET	1	\$172.00	\$172.00

Total

\$6,081.00



MJJ Construction Inc

MJJ CONSTRUCTION INC

CONTRACT



12 ISLAND AVE ORONO MAINE 04473

JONNATHAN PINGUIL: PHONE :508-667-0833

Gmx : Mijconstruction@gmx.com / jonnathan19mijconstruction@gmail.com

Material:

1: 24 sq shingle

2:

3:

4:

6:

Selection color:

Dual grey

Extras:

Contract price :

50% DEPOSIT DOWN PAYMENT :

50 % LAST DEPOSIT :

TERMS & CONDITIONS

Contractor : **MJJ CONSTRUCTION INC**

Contract price : 5,500

PAYMENT OF FOUNDS :

Except as otherwise agreed between _____ and

MJJ CONSTRUCTION, agrees to pay contract the contract price in cash, check, and / or credit card equivalent according to the following schedule: 50% of the contract price plus the cost of

Full paid

ELDREDGE
LUMBER & HARDWARE
Customer Quote

Quote: 4594107
Date: 06/06/24
Page: 1

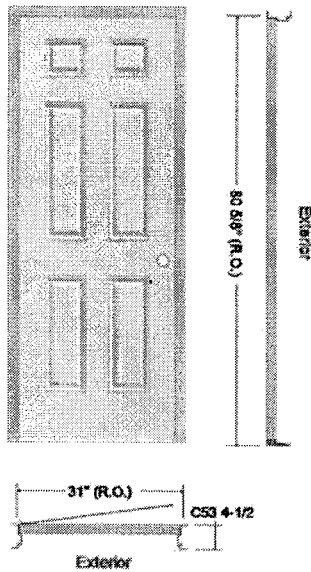
ELDREDGE LBR&HDWE-PORT-BPD

165 PRESUMPCOT ST

PORTLAND ME 04103
(207)770-3004

Reference:

Quantity	UOM	Item/Description	Price/UOM	Amount
1.0000	EA	EXT SU EXTERIOR DOOR UNIT STEEL DOOR, STEEL FRAME, CONTOUR 90MIN, SGL, LH, IS, 2-6, 6-8 HGT, FD90CT60 OVOLO, SGL BORE, ZINCROME STRIKE, RADIUS SPRING HINGES, 3 SPRING, SATIN NICKEL HINGE, C53 (4-1/2 - 5-1/2), WHITE W/S, PUBLIC ACCESS MILL, NO CASING	567.3192/EA	567.32



Total	567.32
Tax 5.5000%	31.20
Grand Total	598.52

72 William St.

One apartment each floor, all are two bedroom apartments

Amenities included in the rent:

Off street parking

Coin operated laundry in basement

Basement storage

Hot water

Living Space square footage per apartment- stairway areas have been deducted

1st floor- full renovation in 2020-2021

1300SF kitchen, one bathroom, living room, dining room, bedroom, 2 rooms out back (7 rooms)

2nd floor- full renovation in 2026

1360SF kitchen, one bathroom, living room, dining room, 3 bedroom possibilities, spare room out back (8 rooms)

3rd floor- full renovation in 2025

900SF kitchen, one bathroom, living room, 2 bedrooms (5 rooms)

All three apartments have been deeply renovated and all three apartments feel like they are getting good value for their money, knowing their rent is less than what others in the area are paying. I prefer to stay a little below market so people that work here have decent places to live.

72 William St. 1st floor renovation
11.24.2–5.1.2021

Trades	29,984
material/small invoices	8232
Owners time= 350 hours	17,500
Total	55,716

72 William St. 3rd floor renovation
1.7.2025-5.1.2025

Trades	45,717
materials/small invoice	24,805
Owners time 300 hours	19,500
Total	90,022

72-2 renovation costs
Project 1.15.26-5.1.26

Floor refinishing	3347
Porch window work	2170
Painting/drywall	16,924
Counters and cabinets	10,277
Electrical	10,667
Radiators	1649
New windows	2316
Small invoices/bills/material	5022
Owner labor	15,600
Total	67,972

January rent	72 William				76 William		
	1st floor	2nd floor	3rd floor		1st floor	2nd floor	3rd floor
2008	900	900	700		725	725	725
2009	900	900	750		725	725	725
2010	900	900	750		725	725	725
2011	900	900	750		725	725	725
2012	900	900	750		725	725	725
2013	900	900	750		750	725	725
2014	1000	1100	750		750	750	750
2016	1000	1200	800		1100	900	750
2017	1000	1200	800		1100	900	750
2018	1000	1200	800		1100	950	750
2019	1000	1200	900		1100	950	950
June 2020	1500	1200	950		1200	950	950



Dylan Orr <dorr@portlandmaine.gov>

Completeness review requests

1 message

Will Cheever <wdcheever@gmail.com>

Mon, May 11, 2026 at 6:40 AM

To: Rent Board <rentboard@portlandmaine.gov>, "dorr@portlandmaine.gov" <dorr@portlandmaine.gov>

Hi,

I have sent the supporting information you are requesting as 6 separate emails. In summary I am requesting the current rents be restored to what my leases are (or going to be) and that 76-2 is changed to a two bedroom apartment.

Here is what I'm requesting individually for each apartment:

72-2 \$2300/month

72-3 \$2100/month

76-1 \$1500/month

76-2 \$1700/month (and change to a 2 bedroom)

76-3 \$1300/month

I understand all these rents are a little below the market value for the amenities and the location. My aim is to provide decent housing to local working people. I spend in the neighborhood of 2 hours per week managing the properties- collecting rent, paying bills, responding to tenant questions, etc. I know there wasn't clarity around what was management and what was actually working on the buildings and units. Any of the full renovations I worked an average of 20 hours per week on the projects and because I run a construction business I try to manage these improvements as cost effectively as possible.

Thanks-Will

Rent board allowable increases-monthly							
building-unit	72-1	72-2	72-3	76-1	76-2	76-3	
2019 base rent	1500	1200	950	1200	950	950	
2020		60		60			
2021	75						
2022	83	69	56	67	54	54	
2023	116	153	70	153	70	70	
2024	35	90	22	30	21	21	
2025	45	99	75	38	75	27	
Allowed 2026	1854	1671	1173	1548	1170	1122	
Actual 2026	2100	1700	1200	1350	1000	1000	
These calculations are before capital expenditures are figured in							
Base rents in 2019 well below market for quality of units							
Cumulative capital expenditures 2019-2025 as submitted on MNOI							
specific to unit	55716	67972	90022	2910	1400		
shared costs	10808	10808	10808	4080	4080	4080	
total capital investment per unit							
	66524	78780	100830	6990	5480	4080	
Requested adjusted base rent 2019 on MNOI (including 76-2 from 1 bedroom to 2 bedroom)							
	2100	2300	2100	1500	1700	1500	

City of Portland | Permitting and Inspections
Licensing and Housing Safety Division
rentboard@portlandmaine.gov | 207-874-8900



To: City of Portland Rent Board
From: Licensing and Housing Safety Office
Re: 72 William St - Rent Control Audit

The Long Term Rental registration for 72 William St (20173494) is currently undergoing a rent control audit under code case RCC2600966.

Thank you,

A handwritten signature in black ink, appearing to read "Dylan Orr", is written over a light blue horizontal line.

Dylan Orr
City of Portland
Business Licensing & Housing Safety Office

City of Portland – Housing Safety Division
RENT INCREASE APPLICATION – MAINTENANCE OF NET
OPERATING INCOME

Date of Hearing:

April 22, 2026 - Tabled to May 27, 2026 - Tabled to June 24, 2026 - Tabled to July 22, 2026

Owner Name and Address:

Wilbur Cheever
38 William St, Portland, ME 04103

Property Address:

76 William St, all 3 units

CBL:

117-C-017-001

Tenants/Interested Parties:

Yes

City of Portland | Permitting and Inspections
Licensing and Housing Safety Division
Rentboard@portlandmaine.gov | 207-874-8900



June 10, 2026

Re: Notice of Public Hearing

To: Tenants of 76 William St

This is a notice of a public hearing before the Rent Board at their next scheduled meeting on **Wednesday, June 24, 2026** at 5pm. This meeting will be held via Zoom.

The property owner for the above address, **Wilbur Cheever**, has submitted a "Landlord Worksheet/Petition for Rent Board Approved Rent Increase".

The Zoom link will be accessible by **June 17, 2026** at the link below:

<http://portlandmaine.gov/129/Agendas-Minutes>

***Please note:** Written public comment must be received via email (rentboard@portlandmaine.gov) by 12pm the day before the scheduled meeting. Please make sure that the subject line reads "Written Public Comment".

Thank you,

Dylan Orr
Rental Registration Coordinator
City of Portland
389 Congress St
Portland, ME 04101

**City of Portland Permitting and Inspections Department Landlord
Worksheet/Petition for Rent Board Approved Increase Rent Increase using
Fair Return Standard: Maintenance of Net Operating Income (MNOI)**

Note to Applicants

All information and documentation provided in this application will be made available to the public, pursuant to applicable public access laws in the State of Maine. An Applicant may choose to redact sensitive information contained herein, including, but not limited to bank account information, debit card or credit card information, government-issued identification information, personal contact information such as phone numbers, email addresses, tenant or employee names, or other personally identifying information. The Rent Board may act within its authority to request any additional information it deems pertinent to the application at hand.

Introductory Information

A landlord is entitled to a fair return on investment, which means an amount sufficient to allow a just and reasonable rate of return, to encourage the investment of capital in the rental housing market, to fairly compensate investors for the risks they have assumed, and to achieve minimum constitutionally protected standards.

Pursuant to the Rent Control Ordinance, the fair return on investment must be calculated using Maintenance of Net Operating Income (MNOI). This methodology presumes the net operating income the landlord earned from a Covered unit during the calendar year 2019 yielded a fair return on investment unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. To qualify for an MNOI increase, the landlord has to file this application for a hearing by the Rent Board.

1. **Presumption of Base Year Net Operating Income**
It shall be presumed that the net operating income received by the landlord during the calendar year 2019 (the Base Year) yielded a Fair Return on investment. This presumption may be rebutted, in which case an adjusted Base Year Net Operating Income shall be used.
2. **Fair Return**
A landlord has the right to obtain a net operating income equal to the Base Year (2019) net operating income adjusted by 100% of the percentage increase in the Consumer Price Index (CPI), since the Base Year. It shall be presumed this standard provides a Fair Return.
3. **Base Year:**
 - a. Calendar year 2019 is the Base Year.
 - b. In the event that a prior determination of the allowable Rent is made pursuant to a Fair Return petition, if a subsequent petition is filed, the Base Year shall be the year that was considered as the "current year" in the prior petition.
 - c. Unless otherwise exempted from the limitation on rent increases by local, state or federal laws or regulations, if a Rental Unit enters the marketplace for the first time after 2019, the Base Year shall be the year the Unit entered the marketplace.
4. **Current Year**
The "current year" shall be the calendar year preceding the petition.
5. **CPI (Consumer Price Index)**
The annual CPI for the current year for All Urban Consumers for the Greater Boston Metro area (All Urban Consumers, All Items) provided by the U.S. Bureau of Labor Statistics [Bureau of Labor Statistics Data (bls.gov)].
6. **Limits of Allowable Rent Increases in Any One Year**
If the amount of any rent increase granted pursuant to a fair return petition exceeds 10%, the portion in excess of 10% shall be deferred to the next year or years following the procedure for Banked Rent.

March 31, 2026

Dear Rent Board,

I have owned both my properties for more than 30 years and strive to provide safe, quality housing at a reasonable value. I attempt to keep my rents below market, provide exceptional service and take pride in the spaces my tenants live in.

My starting point for the base rent for both buildings is low mostly due to the fact I had not raised my rents along with the rate the rents were getting inflated all over the city during the two decades prior. I try to only raise my tenants' rents every 3-5 years so I got caught on the low side of this rapid market inflation. This is my basis for asking for the base rent of 2019 to be elevated in both buildings. I had historically used the change in tenancy to bring my leases up closer to market rate which as I understand can't happen without first submitting a request along with the 28 page MNOI form filled out and handed in.

In 72 William St. I have invested \$206,000 in completely rehabbing all three units and updating the exterior over the past five years. At the end of the day I am asking the rent board to look at if I can be closer to market rate for all three units and allow me to recoup on my investment improving all three units making them safer and more comfortable spaces to live in.

At 76 William St. I changed the 2nd floor from a one bedroom to a two bedroom to accommodate a long term tenant's life change. With this change I'm asking the rent board to change the base rate of this unit more significantly than the other two units, although their base rent rates should be elevated as well. How do I update/change this apartment from a one bedroom to a two bedroom listing?

I do apologize for being naive and thinking I could invest in improving the spaces between long term tenants and using that timing and expense to bring the rents up to market rates. I didn't understand the MNOI process (still struggling with it but trying) as the vehicle to present to the rent board for changing the rates for each unit.

I understand you are attempting to be transparent and fair while encouraging landlords to invest in keeping their properties safe places to live. Unfortunately for myself and my tenants the process is cumbersome and difficult to navigate. I have done my best to provide the information you ask for and follow the intricate computations. All my documentation for costs of goods and services is in stored paper invoices and statements which is hard to put in any other format than handing you a box with these documents in them.

Thanks-

A handwritten signature in black ink, appearing to read 'Will Cheever', with a long, sweeping horizontal stroke extending to the right.

Will Cheever

General Information About the Property

Street Address: 70 William St.

Parcel Number(s): 117-G-17

Year Property Purchased by Current Owner: 1997

Total Number of Units on the Property: 3

Total Number of Units Affected by Proposed Rent Increase: 3

Are there Rental Units that are Partially or Fully Exempt (circle)? Yes No

If yes, number of Exempt Rental Units and Basis for Exemption: _____

Section 1. Landlord Information

Name: Will Cheever

Phone(s): 207-831-0486

Business Address: 38 William St.

City, State, Zip: Portland ME 04103

Business E-mail: wcheever@gmail.com

Section 2. Agent Information (if applicable)

Name: _____

Phone(s): _____

Business Address: _____

City, State, Zip: _____

Business E-mail: _____

Section 3. Services

Please check the applicable box to identify the manner in which each service is paid.

	Paid by Landlord, but not passed through to Tenants	Tenants pay service directly	Landlord pays service and passes cost through to Tenants
Gas	☒	☒	☐
Electricity	☒	☒	☐
Water	☒	☐	☐
Sewer	☒	☐	☐
Garbage	☒	☒	☐
Other:	☐	☐	☐

Section 4. Changes to Services

Briefly describe the services provided to the rental units. Include all services provided and state which services are provided without additional charge.

Second floor changed to 2 bedroom from
1 bedroom July 1st, 2026
heat, hot water, off street parking, on site laundry
all included w/ rent

If there have been any changes to the services listed above or in the responsibility for their payment since the base year, please explain:

Section 5. Income and Expense Explanation and Calculation

Calculation of Net Operating Income

Net operating income shall be calculated by subtracting operating expenses from gross rental income.

Gross Rental Income

Gross rental income includes:

- Scheduled rental income at one hundred percent (100%) occupancy plus all other income or consideration received or in connection with the use or occupancy of the Rental Unit.
If there is a change in the number of rental units between the Base Year & Current Year, the rental income and expenses for the same number of units shall be used in calculating the net operating income for both periods. The purpose of this provision is to provide a fair compensation between the Base Year and the Current Year.
- Vacant or owner-occupied rental units at the time a petition is filed, that provided rental income in the Base Year, shall count toward the calculation of gross rental income in the Current Year. The Rent Program shall attribute rental income calculated on the basis of average rents for comparable units at the property that were most recently rented. If no comparable units on the property were rented within the last two years, initial rents for comparable units in the City may be used if there is no other basis for its calculation.

Gross rental income shall not include:

- Utility charges that are sub-metered, for gas, electricity or water paid directly by the tenant;
- Charges for refuse disposal, sewer service or other services (which are either provided solely on a cost pass-through basis if they are regulated by state or local law)

Section 6. Operating Expenses

Operating expenses include reasonable costs of operation and maintenance of the Rental Unit, including:

- Management Expenses;
- Utility Costs except a utility that are paid directly by the tenant(s);
- Real Property Taxes Assessed and Paid;
- Insurance;
- License, Registration and other Public Fees;
- Landlord-performed Labor;
- Legal Expenses;
- The Amortized Costs of Capital Improvements; and
- Other Reasonable Operating Expenses.

Operating expenses shall not include the following:

- Mortgage principal or interest payments or other debt service costs and costs associated with obtaining financing;
- Any penalties, fees or interest assessed or awarded for violation of any provision of this chapter or of any other provision of law;
- Land lease expenses;
- Political contributions and payments to organizations or individuals which are substantially devoted to legislative lobbying purposes;
- Depreciation;
- Any expenses for which the Landlord has been reimbursed by any utility rebate or discount, Security Deposit, insurance settlement, judgment for damages, settlement or any other method or device;
- Unreasonable increases in expenses since the Base Year;
- Expenses associated with the provision of master-metered gas and electricity services;

- Expenses which are attributable to unreasonable delays in performing necessary maintenance or repair work or the failure to complete necessary replacements. (For example if a roof replacement is unreasonably delayed, the full cost of the roof replacement would be allowed; however, if interior water damage occurred as a result of the unreasonable delay, that expense would not be allowable to support a fair return); and
- Unreasonable Expenses.

Claim for Base Rent Adjustment

A claim may be made for a Base Year Rent Adjustment if the Base Year Rent and/or earlier rent amounts were disproportionately low. A Base Year Rent Adjustment will be considered if the evidence supporting a requested adjustment is provided and sufficiently compelling enough to show that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. Landlords may rebut the presumption that the Base Year net operating income provided a fair return. If a claim is made on this basis, the petitioner must complete Section 19, Claim for Adjustment of Base Year Net Operating Income and Associated Rent Adjusted Claim at the end of this Application.

Check here ☒ if a claim for a Base Year Rent Adjustment is included in this application and complete Section 18 of this Application.

76 William - 6/26/26 amended to reflect personal subsidies to tenants

Section 7. Income Worksheet

	Base Year (2019) ¹	Current Year (2025)
Rental Income		
1. Gross scheduled rental income (total for the calendar year) including uncollected rent.	\$ <u>36,700</u>	\$ <u>44,400</u> 45,800
2. Portion Attributable to Vacancy	\$ <u>3350</u>	\$ _____
Fees (indicate what fee is for):		
3. Late fees	\$ _____	\$ _____
4. List fees, other than utilities, collected for services & amenities not included in rent	\$ _____	\$ _____
5. _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____
Other Income (list separately by type)²:		
8. _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____
Fees charged by landlord for Utilities		
11. Gas	\$ _____	\$ _____
12. Electricity	\$ _____	\$ _____
13. Water	\$ _____	\$ _____
14. Sewer	\$ _____	\$ _____
15. Garbage & Recycling	\$ _____	\$ _____
Other Utilities (list separately by type):		
16. _____	\$ _____	\$ _____
17. _____	\$ _____	\$ _____
18. TOTAL INCOME	\$ <u>36,700</u>	\$ <u>44,400</u> 45,800
(add only lines 1 and 3-17)		

¹ or an alternative year in the event of extenuating circumstances.

² Interest earned by Landlord on Tenant security deposits, other interest, or investment income.

Section 8. Operating Expense Worksheet

Additional operating expense items can be listed for this worksheet using separate page(s) as needed.

	Base Year (2019)	Current Year (2025)
1. Assessments	\$ _____	\$ _____
2. Real Property Taxes	\$ <u>6958</u>	\$ <u>8222</u>
3. License Tax/Fee	\$ _____	\$ _____
4. Rent Board Registration Fees	\$ <u>98</u>	\$ <u>98</u>
5. Insurance	\$ <u>1797</u>	\$ <u>2250</u>
6. Accounting	\$ _____	\$ _____
7. Legal (explain types of legal expenses)	\$ _____	\$ _____
8. Manager /Management Services	\$ _____	\$ _____
9. Security	\$ _____	\$ _____
10. Office Supplies	\$ _____	\$ _____
12. Normal Repairs	\$ <u>3693</u>	\$ <u>11,633</u>
13. Owner-Performed Labor	\$ <u>500</u>	\$ <u>6630</u>
14. Plumbing Maintenance	\$ _____	\$ _____
15. Pool Maintenance	\$ _____	\$ _____
16. Landscape Maintenance/snow removal	\$ <u>2302</u>	\$ <u>2675</u>
17. Other Maintenance	\$ _____	\$ _____
18. Parking Lot/Street Maintenance	\$ _____	\$ _____
19. Gas (separately metered only)	\$ <u>5525</u>	\$ <u>6391</u> <u>in utilities</u>
20. Electricity (separately metered only)	\$ _____	\$ _____
21. Water	\$ _____	\$ _____
22. Sewer	\$ _____	\$ _____
23. Amortized portion of Capital Expense (see Sections 10, 11 and 12 column (i))	\$ _____	\$ <u>2614</u>
24. Vandalism Repairs	\$ _____	\$ _____
25. Uninsured Damages	\$ _____	\$ _____
27. TOTAL OPERATING EXPENSES	\$ <u>25,573</u>	\$ <u>40,503</u>

Section 9. Allowances for Capital Improvements

Operating expenses include the amortized costs of capital improvements plus an interest allowance to cover the amortization of those costs. A capital improvement shall be any improvement to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250.00 or more per unit.

Allowances for capital improvements shall be subject to the following conditions:

1. The amortization period shall be in conformance with the schedule adopted by the City, as provided in Section 11, unless it is determined that an alternate period is justified based on the evidence presented at the Rent Board hearing.
2. Capital improvement costs do not include costs incurred to bring the Rental Unit into compliance with a provision of Portland Code or state law where the original installation of the improvement was not in compliance with code requirements.

Example of a Capital Improvement with Amortized Expenses and an Interest Allowance:

Owner filed a Petition on March 1, 2023 for an individual rent adjustment for a roof that was completed covering a four-rental unit building. The cost of the Capital Improvement was \$20,000 benefiting all four units in the building. The amortization period for a roof is ten (10) years according to the below tables. The applicable interest allowance based on the Primary Mortgage Survey is 3.88% + 2% for this example. The calculation of the capital improvement per month is:

Capital Improvement Cost	Interest Allowance	Period	Total Principal & Interest – Life of Improvement	Total Interest – Life of Improvement
\$20,000	5.88%	10 years (120 months)	\$26,500.52	\$6,500.52

Annual Amortized Cost	Monthly Amortized Cost	# of Units	Monthly Cost per Unit
\$2,650.05	\$220.84	4	\$55.21

Section 10. Amortization Period of Capital Improvements/Expenses

In amortizing capital improvements/ expenses, the following schedule shall be used to determine the amortization period of the capital improvements and expenses. Improvements add to the health & safety of the rental unit.

	Years
Appliances	
Air Conditioners*	10
Refrigerator*	5
Stove*	5
Garbage Disposal	5
Water Heater*	5
Dishwasher	5
Microwave Oven	5
Washer/Dryer	5
Basic Items	
Fans*	5
Cabinets*	10
Carpentry	10
Counters*	10
Doors*	10
Knobs	5

	Years
Screen Doors	5
Fencing and Security*	5
Management	5
Tenant Assistance	5
Structural Repair and Retrofitting	
Foundation Repair*	10
Foundation Replacement*	20
Foundation Bolting*	20
Iron or Steel Work	20
Masonry-Chimney Repair*	20
Shear Wall Installation*	10
Electrical Wiring*	10
Elevator*	20
Fencing	
Chain	10
Block	10
Wood	10

	Years
Fire Systems	
Fire Alarm System*	10
Fire Sprinkler System*	20
Fire Escape*	10
Flooring/Floor Covering	
Hardwood	10
Tile and Linoleum	5
Carpet	5
Carpet Pad	5
Subfloor	10
Fumigation Tenting*	5
Furniture	5
Automatic Garage Door Openers*	10
Gates	
Chain Link	10
Wrought Iron	10
Wood	10

	Years
Glass	
Windows*	5
Doors*	5
Mirrors	5
Heating*	
Central	10
Gas	10
Electric	10
Solar	10
Insulation	10
Landscaping	
Planting	10
Sprinklers	10
Tree Replacement	10
Lighting	

	Years
Interior*	10
Exterior*	5
Exterior	
Locks*	10
Mailboxes*	10
Meters*	10
Plumbing	
Fixtures*	10
Pipe Replacement*	10
Re-Pipe Entire Building*	20
Shower Doors*	5
Painting	
Interior	5
Exterior	5
Paving	
Asphalt	10
Cement	10

	Years
Decking	10
Plastering	10
Sump Pumps*	10
Railings*	10
Roofing*	
Shingle/Asphalt	10
Built-up, Tar and Gravel	10
Tile	10
Gutters/Downspouts	10
Security*	
Entry Telephone Intercom	10
Gates/Doors	10
Fencing	10
Alarms	10
Sidewalks/Walkways*	10
Stairs	10
Stucco	10

	Years
Tilework	10
Wallpaper	5
Window Coverings*	
Drapes	5
Shades	5
Screens	5
Awnings	5
Blinds/Mini-blinds	5
Shutters	5

*Capital Improvements generally concern any change or addition to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250 or more per unit.

The * items are likely capital improvements. Other items may depend on the circumstances.

Section 11. Interest Allowance on Capital Improvements

If an amount was reported as an amortized portion of expenses on Section 11, Operating Expense Worksheet, line 23 of the Base Year or current operating expense table above, complete this section.

An interest allowance may be calculated on the cost of amortized expenses. The interest allowance shall be the interest rate equivalent to the "average rate" for a thirty-year fixed rate on home mortgages plus two percent (2%). The "average rate" shall be the rate Freddie Mac last published in its weekly Primary Mortgage Market Survey (PMMS) as of the date of the initial petition. <http://www.freddie.mac.com/pmms/archive.html>

Please use the Microsoft Excel version of this page (available from the Housing Safety Office) or an online amortization calculator to ensure that your numbers are correct.

Completed Capital Improvement and Expense Worksheet (Base Year)

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
Item #	Brief Description	# of Units Impacted	Initial Cost	Interest Rate Allowed*	Amortization Period (years)*	Interest Amount	Total Cost [Principal + Interest]	Annual Cost	Monthly Cost	Monthly Cost Per Unit
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Total for Base Year [add amounts in column (d)]: \$ _____

Annual Cost for Base Year [add amounts in column (i)]: \$ _____

Completed Capital Improvement and Expense Worksheet (Current Year)

This list may include any capital expenses that are still being amortized in the current year. For example, if a roof was replaced last year, the amortized portion may be counted in the current year.

(a) Item #	(b) Brief Description	(c) # of Units Impacted	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period (years)*	(g) Interest Amount	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit
1	2nd floor 2025 windows	1	\$ 911	8.38%	10	\$ 437	\$ 1348	\$ 135	\$ 11	\$ 11 2nd
2	1st floor 2024 windows	1	\$ 3515	8.39%	10	\$ 1688	\$ 5205	\$ 520	\$ 43	\$ 43 1st
3	2023 windows washer-	3	\$ 1982	8.38%	10	\$ 852	\$ 2934	\$ 293	\$ 24	\$ 8
4	2021 roof insulation paving	3	\$ 11,257	8.38%	10	\$ 5405	\$ 16,662	\$ 1666	\$ 139	\$ 46
—	—	—	\$ —	—%	—	\$ —	\$ —	\$ —	\$ —	\$ —
—	—	—	\$ —	—%	—	\$ —	\$ —	\$ —	\$ —	\$ —

*Use the amortization table in this Attachment and the information about interest rates.

Total for Current Year [add amounts in column (d)]: \$ 17,665

Annual Cost for Current Year [add amounts in column (i)]: \$ 2614

Section 12. Blank Worksheet (Optional – Available for Petitioner Use)

Section 13. Owner-Performed Labor

Landlord-performed labor shall be compensated at reasonable hourly rates. However, no Landlord-performed labor shall be included as an operating expense unless the Landlord submits documentation showing the date, duration, and nature of the work performed. There shall be a maximum allowed under this provision of five percent (5%) of gross income unless the Landlord demonstrates that greater services were performed for the benefit of the residents.

Owner Performed Labor – Base Year

Date (or Range)	Hours	Hourly Rate	Units Impacted	Type of Work
1/1/19-12/31/19	104	50	3	rent collection, admin, service calls

Owner Performed Labor – Current Year

Date	Hours	Hourly Rate	Units Impacted	Type of Work
1/1/25	104	65	3	rent collection, admin, service calls

Section 14. Planned Capital Improvements

To encourage necessary capital improvements and expenses, a Landlord may include anticipated future expenses for the amortized cost of capital improvements and expenses in a fair return petition. An allowance shall be made for anticipated expenses that the Landlord intends to incur during the twenty-four month period following the date of a final Rent Program determination. This procedure should not be used for anticipated expenses for ordinary maintenance and repairs. The portion of any allowable rent increase attributable to the capital improvement and expense shall not go into effect until completion has been documented to the Rent Program.

Complete this table only if you are seeking preliminary approval for improvements you plan to complete within the next twenty-four (24) months. A rent increase cannot be granted until the improvements are completed and documentation of the cost of the improvements has been reviewed and approved by the City.

(a) Item #	(b) Brief Description and Expected Date of Completion	(c) # of Units Impacted	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period (years)*	(g) Interest Amount	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Proposed Capital Expenses [add amounts in column (d)]: \$ _____

Annual Cost for Proposed Capital Expenses [add amounts in column (i)]: \$ _____

76 William - 6/26/26 amended to reflect personal subsidies to tenants

Section 15. Net Operating Income (NOI)

Net Operating Income = Income – Operating Expenses

	Base Year (2019)	Current Year (2025)
1. Total Annual Income	\$ <u>36,700</u>	\$ <u>45,100</u> 44,400
2. Annual Operating Expenses	\$ <u>25,573</u>	\$ <u>40,503</u>
3. Net Annual Operating Income	\$ <u>11,127</u>	\$ <u>5,597</u> 3897
4. CPI [Annual Average CPI]	281.082	346.889
5. Percent Annual Increase in CPI Base Year to Current Year		<u>23.41</u> %
	$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$	
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ <u>13,732</u>
	$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$	
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ <u>2605</u> 9835
	Line 6 – Line 3 Current Year	
8. Allowable Rent Increase/Unit/Month ³		\$ <u>72</u> 293
	Line 7 ÷ 12 ÷ # of Units	

³ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete Section 18 Proposed Adjustment Worksheet.

Section 16. Monthly Rent Worksheet

List the monthly rent, including all fees, charged each tenant, for the twelve (12) months preceding the date of the petition. If the rent was raised during the twelve-month period preceding the petition, including the amount of any fees, list each rent charged and indicate the date each raise was implemented. Provide the year and amount of any unused (banked) Annual Increase Percentage (AIP), Tax Rate Rent Adjustment (prior to 2023), or New Tenancy, or any other rent increase authorized by the Rent Board that have been banked with proper notice to each tenant for future rent increases.

Unit #	Rent	AIP & New Tenant Increase	Date of Increase	AIP & New Tenant Taken (%)	AIP & New Tenant Deferred (%)	Other Charges (Please specify)	Comment
<u>1</u>	\$ <u>1500</u>	\$ _____	_____	_____ %	_____ %	\$ _____	_____
<u>2</u>	\$ <u>1325</u>	\$ _____	<u>7/1/25</u>	_____ %	_____ %	\$ _____	<u>changed to 2 bedroom</u>
<u>3</u>	\$ <u>1000</u>	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____

_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____

Section 17. Proposed Adjustment Worksheet

Use the worksheet below to document current and proposed rents on a per-unit basis. MNOI increases should be distributed on a per capita basis or proportionally to the square footage or costs and expenses attributed to each unit.

Indicate method of allocation: _____

Unit #	Base Period Rent Year (2019)	Date Tenancy Commenced (mm/dd/yyyy)	Initial Rent of Current Tenant/s	Date of Last Rent Increase (mm/dd/yyyy)	Rent used in Current Year Income Calculation	Rent as of Date Petition Submitted	Proposed Rent
1	\$ <u>1000</u>	<u>07/01/2024</u>	\$ <u>1500</u>	_____	\$ <u>1500</u>	\$ _____	\$ <u>1500</u>
2	\$ <u>850</u>	<u>07/01/2025</u>	\$ <u>1500</u>	_____	\$ _____	\$ <u>1500</u>	\$ <u>1700</u>
3	\$ <u>850</u>	<u>02/01/2019</u>	\$ <u>850</u>	<u>03/01/2023</u>	\$ _____	\$ _____	\$ <u>1500</u>
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____

Section 18. CLAIM FOR ADJUSTMENT OF BASE YEAR NET OPERATING INCOME AND ASSOCIATED RENT ADJUSTED CLAIM

The ordinance dictates that the Rent Board must presume the net operating income the landlord earned from a covered unit during calendar year 2019 yielded a fair return on investment, unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. **Complete this Section 19 and the following Sections 20 and 21 only if you are seeking an adjustment in base rent due to special or peculiar circumstances.**

Check the factors below that are applicable to your claim.

- A. **Exceptional Expenses in the Base Year.** The landlord's operating expenses in the base year were unusually high or low in comparison to other years. In such instances, adjustments may be made in calculating operating expenses in order that the base year operating expenses reflect average expenses for the property over a reasonable period of time. Check which factor(s) contributed to your claim:
 - a. Extraordinary amounts were expended for necessary maintenance and repairs
 - b. Maintenance and repair expenditures were exceptionally low as to cause inadequate maintenance or significant deterioration in the quality of services provide
 - c. Other expenses were unreasonably high or low notwithstanding the application of prudent business practices.
- B. **Exceptional Circumstances in the Base Year.** The gross income during the base year was disproportionately low due to exceptional circumstances. In such instances, adjustments may be made in calculating base year gross rental income consistent with the purpose of analyzing base year net operating income. Check which factor(s) contributed to your claim:
 - a. The gross income during the base year was lower than it might have been because some residents were charged reduced rent.
 - b. The gross income during the base year was significantly lower than normal because of the destruction of the premises and/or temporary relocation for construction or repairs.
 - c. The pattern of rent increases in the years prior to the base year were less than increases in the CPI.
- C. **Other exceptional circumstances: (specify)**

If the Rent Board determines that one or more of the above circumstances apply, the calculation of MNOI in Section 20 will be performed with an Adjusted Gross Income, and that will be substituted for the Section 16 calculations. This figure represents the income that would have been expected absent the exceptional circumstances. Options for determining Adjusted Gross Income include, but are not limited to:

- A. Base year rents charged for any comparable units in the same building.
- B. The FY 2019 Fair Market Rents for Portland, ME, reported by the US Department of Housing:⁴

Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
\$989	\$1,071	\$1,387	\$1,829	\$2,198

⁴ These values do not include the cost of utilities. If using these numbers, do not include the cost of utilities in the base year when completing the expense portion of the worksheet.

- C. An appraisal of comparable fair market rental values as of 2019 for units similar to the units that are the subject of this application which has been prepared by a Maine licensed appraiser and is attached to this application.

Actual Gross Income for 2019: \$ 36,700

Proposed Adjusted Gross Income for 2019: \$ 50,400

Briefly describe the method for obtaining the proposed income and attach any relevant documentation in support of the claim for an adjustment of base year rent.

rates for each apartment well below market for the neighborhood

1500
1500
1200
4200

Section 19. Income and Operating Expense Worksheet With Adjustment of Base Year

	Base Year (2019)	Current Year (2025)
--	------------------	---------------------

Rental Income

1. Adjusted Gross Income (with Adjusted Base Year as proposed in Section 19)

\$ 50,400

\$ 53,424

2. Portion Attributable to Vacancy

\$ _____

\$ _____

Fees (indicate what fee is for):

3. Late fees

\$ _____

\$ _____

4. List fees, other than utilities, collected for services & amenities not included in rent

\$ _____

\$ _____

5. _____

\$ _____

\$ _____

6. _____

\$ _____

\$ _____

7. _____

\$ _____

\$ _____

Other Income (list separately by type)⁵:

8. _____

\$ _____

\$ _____

9. _____

\$ _____

\$ _____

10. _____

\$ _____

\$ _____

Fees charged by landlord for Utilities

11. Gas

\$ _____

\$ _____

12. Electricity

\$ _____

\$ _____

13. Water

\$ _____

\$ _____

14. Sewer

\$ _____

\$ _____

15. Garbage & Recycling

\$ _____

\$ _____

Other Utilities (list separately by type):

16. _____

\$ _____

\$ _____

17. _____

\$ _____

\$ _____

18. TOTAL INCOME

\$ 50,400

\$ 53,424

(add only lines 1 and 3-17)

⁵ Interest earned by Landlord on Tenant security deposits, other interest or investment income.

Section 20. Calculation of Fair Return Rent Adjustment with Adjustments of Base Year Amount

Complete only if seeking an adjustment of base year rent.

	Base Year (2019)	Current Year (2025)
1. Total Annual Income	\$ <u>50,400</u>	\$ <u>53,424</u>
2. Annual Operating Expenses	\$ <u>25,573</u>	\$ <u>40,503</u>
3. Net Annual Operating Income	\$ <u>24,827</u>	\$ <u>12,921</u>
4. CPI [Annual Average CPI]	281.082	346.889
5. Percent Annual Increase in CPI Base Year to Current Year		<u>23.71</u> %
	$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$	
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ <u>30,639</u>
	$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$	
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ <u>5812</u>
	$\text{Line 6} - \text{Line 3 Current Year}$	
8. Allowable Rent Increase/Unit/Month ⁶		\$ <u>161</u>
	$\text{Line 7} \div 12 \div \# \text{ of Units}$	

⁶ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete Section 18 Proposed Adjustment Worksheet.

Section 21. Other Claims

Explain any other claims in support of this application and provide/attach any evidence in support of those claims. Please use additional pages as appropriate:

**CITY OF PORTLAND**389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2019 to June 30, 2020

BILL #: 9436
ACCOUNT #: 15906
CBL: 117-C-017-001
LOCATION: 76 WILLIAM STCHRISTIE MARY MARGARET &
WILBUR CHEEVER JTS
45 AUSTIN ST
PORTLAND, ME 04103Owner of Record as of: April 1, 2019
CHRISTIE MARY MARGARET &
WILBUR CHEEVER JTS**CURRENT BILL RATE DISTRIBUTION**

SCHOOL	11.690	\$3,558.44
COUNTY	0.830	\$252.65
MUNICIPAL	10.790	\$3,284.48
TOTAL	23.310	\$7,095.56

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**Assessed Property Description:
117-C-17
WILLIAM ST 766194 SF
Acres: 0.142**FY20 REAL ESTATE TAX BILL**

BILLING INFORMATION	
LAND VALUE	\$87,400
BUILDING VALUE	\$233,800
TOTAL VALUE	\$321,200
EXEMPTIONS	\$16,800
TAXABLE VALUE	\$304,400
TAX RATE	23.310
TOTAL TAX	\$7,095.56
PAYMENTS/CREDITS	\$0.01
TAX DUE	\$7,095.55

DATE DUE	AMOUNT DUE
10/18/2019	\$3,547.77
03/20/2020	\$3,547.78

INTEREST AT 9% PER ANNUM CHARGED BEGINNING 10/19/2019 AND 03/21/2020.**TAXPAYER'S NOTICE**Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2019.**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR****INFORMATION**Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.12% higher. The current City and School bonded indebtedness is \$319,660,011.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.**REMITTANCE INSTRUCTIONS****THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.**
Please make check or money order payable to City of Portland and mail to:City of Portland Treasury
PO Box 16050
Lewiston, ME 04243-9533For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
If your bank or mortgage company pays your taxes, please review and forward a copy of this bill to them.



CENTRAL MAINE POWER

Manage your account online: **cmpco.com**
Customer assistance line: **1.800.750.4000**
Outage reporting line: **1.800.696.1000**

Your Messages

We've updated your bill to provide even more usage information – you'll see up to 36 months of usage now! You can access your daily and hourly usage information from your smart meter by enrolling in Energy Manager at cmpco.com/EnergyManager.

Resolve to be energy fit in 2020 - and beyond! Our free products and services can help. Save money on energy costs with Usage Alerts, save energy with Energy Manager, and save time with eBill and AutoPay. Visit cmpco.com today to learn how you can start saving now.

Understanding how your energy dollars are spent can help you make decisions about how you use energy in your home. Energy Manager and Usage Alerts can help you figure out your energy usage, reduce costs and save! Visit cmpco.com today to learn more about these FREE tools.

You can pay your bill without lifting a finger with AutoPay. Your secure payment will be made on time automatically each month. Enroll in AutoPay today at cmpco.com and let your bill take care of self.

Powered by your smart meter, our FREE Usage Alerts provide you with weekly energy use rates, an alert if you exceed a set amount of energy or cost and notifications of your energy usage by text, email, phone call or all three. Sign up for Usage Alerts today at cmpco.com and start saving now.

Page 1 of 4

Account Number	Service Location	Amount Due	Date Due
3501-5333-947	WILL CHEEVER 76 WILLIAM ST HSE MTR PORTLAND ME 04103	\$23.04	02/11/2020
Invoice Number 716000671387			

Your Account Summary

Prior Balance	\$28.10
Payments received through 01/15/2020 - Thank you	-\$28.10
Balance Forward	\$0.00
Electricity Delivery Central Maine Power	+\$15.35
Electricity Supply Standard Offer	+\$7.69
Please pay by 02/11/2020	\$23.04

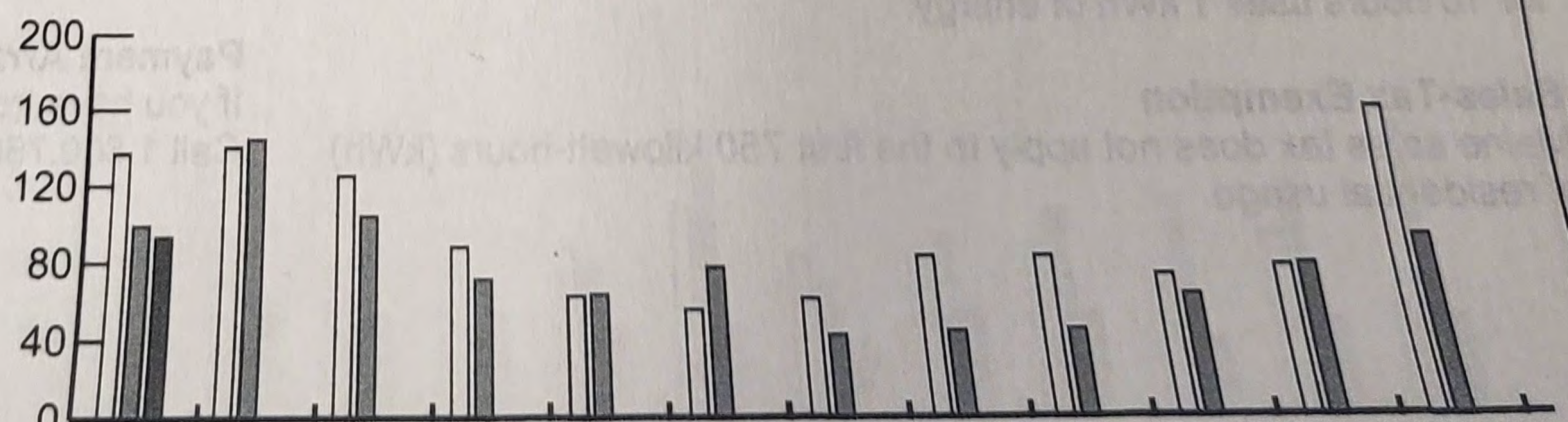
2019

2020

Your Monthly Usage Summary(kWh)

Your next meter reading is on or about 02/12/2020

kWh



■ 2020
■ 2019
□ 2018

Your Average Daily Usage (kWh)

010236 1/2

Description:

Quantity	Description	Unit Price	Amount
172.0	#2 Fuel	\$2.529	\$434.99

Sub Total: \$434.99

Tax Total: \$0.00

Invoice Total: \$434.99

Prev. Balance: \$0.00

USD Total Due: \$434.99

A cash discount of \$17.20 can be taken, if paid by 12/10/2019.

2019
\$3526

\$ 417.79

\$4330

We have a new Phone Number 207-352-7800

For Fuel or Service At: Will Cheever
76 William St Tag#4363
Portland, ME 04102

Lampron Energy
PO Box 294 82 Main Street
Bridgton, ME 04009
207-839-6054

Account #: 10026361
Invoice #: 25244
Transaction Date: 12/3/19



Portland Water District

Send Correspondence to:

Address:
225 Douglass St.
P.O. Box 3553
Portland, ME 04104-3553

Office Hours:
8:00 a.m. - 4:30 p.m.
Monday through Friday
Phone: 207.761.8310

Web Site and E-Mail:
www.pwd.org
customerservice@pwd.org

Customer Name

CHEEVER WILBER

Account Number

124873-02

Service Address

76 WILLIAM ST PORTLAND

Payment due by 02/03/2020.

Page 1 of 1

Account Detail:

PREVIOUS BALANCE

Payment - Thank You

BALANCE FORWARD

CURRENT CHARGES

Consumption Charge

Total Current Charges

TOTAL AMOUNT DUE

MEMBER
WATER CHARGES

CITY OF PORTLAND*
WASTEWATER CHARGES

TOTAL

\$110.03

\$110.03 CR

\$0.00

\$26.83

\$83.20

\$110.03

\$26.83

\$83.20

\$110.03

\$110.03

2019
\$1132

PD 2/3
EFT

* WASTEWATER RATES ARE SET BY THE CITY OF PORTLAND

Customer Meter Summary:

METER TYPE: P = Primary S = Submeter R = Reverse Submeter F = Fireline

METER NUMBER	METER TYPE	READ DATE	PRIOR READ DATE	BILL DATE	CURRENT METER READING	PRIOR METER READING	CONSUMPTION (HCF)
A17049410	P	01/03/20	12/04/19	01/10/20	1314	1306	8

Notes

YOUR 13 MONTH CONSUMPTION SUMMARY (Hundred Cubic Feet)

Month	Water	Waste Water	Days
01/20	08	8	30
12/19	08	8	33
11/19	07	7	30
10/19	09	9	33
09/19	04	4	28
08/19	07	7	31
07/19	04	4	29
06/19	07	7	31
05/19	10	10	35
04/19	05	5	24
03/19	07	7	28
02/19	07	7	29
12/18	06	6	30

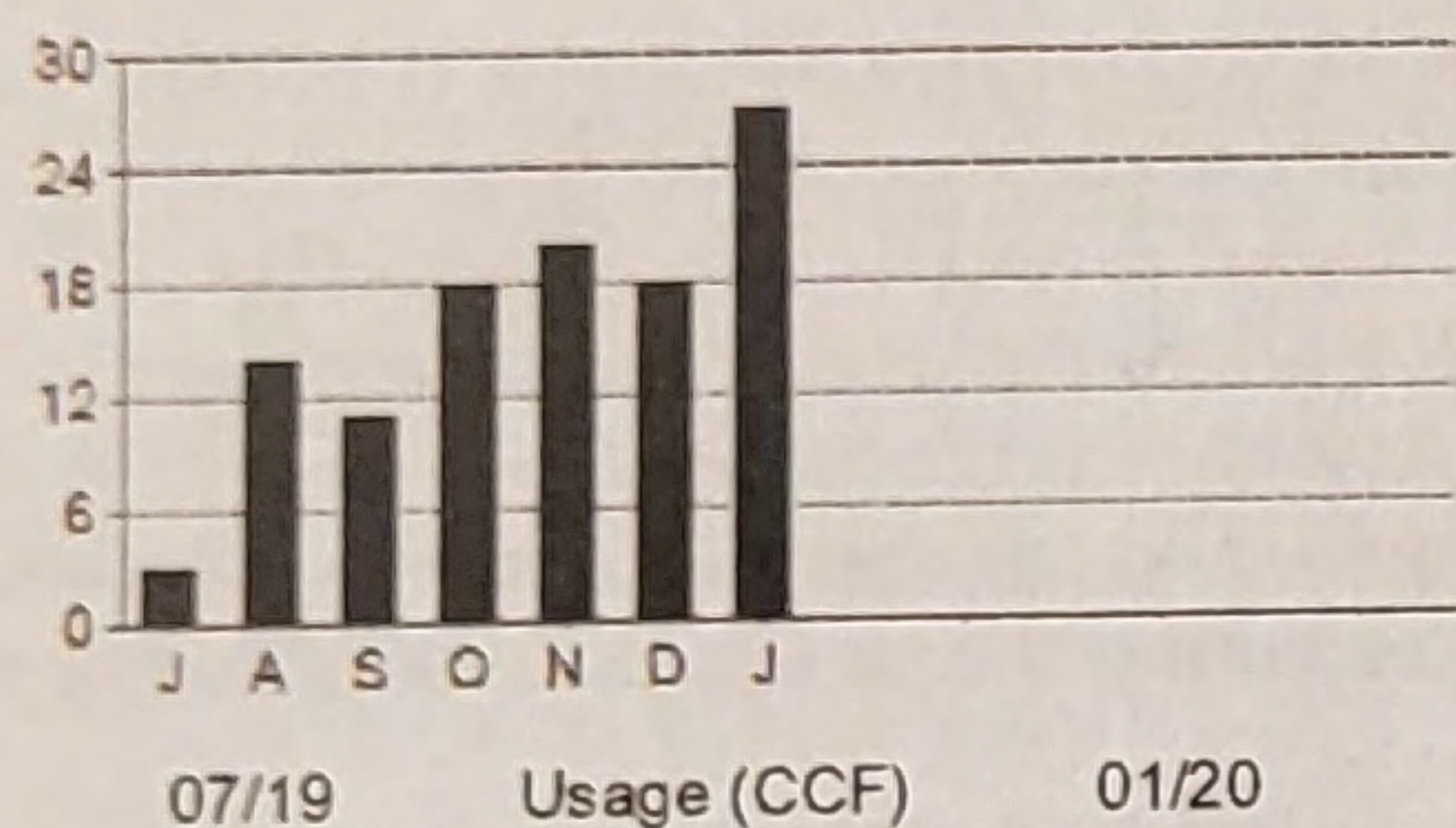
Hundred Cubic Feet = 748 Gallons



energy for life

AMOUNT DUE **\$53.37**

ACCOUNT NUMBER 5100209503 BILL DATE 01/21/20 PLEASE PAY BY 02/18/20 NEXT METER READING DATE 02/18/20



76 WILLIAM ST FL 1, PORTLAND

CHEE

Page 1 of 1

AT A GLANCE

AMOUNT OF LAST BILL \$45.03 TOTAL CURRENT CHARGES **\$53.37**
PAYMENT - THANKYOU 01/13/20 (\$45.03) PLEASE PAY AMOUNT **\$53.37**

METER NUMBER	METER READING PREVIOUS	METER READING PRESENT	METER CONSTANT	METERED USAGE	NUMBER OF DAYS	METERED DEMAND	RATE CODE
E59917	9469	9495		26.00 CCF	31		R1
BALANCE FORWARD							\$0.00

GAS SERVICE PERIOD 12/17/19 - 01/17/20
26 CCF x 1.04771 = 27.24 THERMS
METERED USAGE
DELIVERY CHARGES 26.20
CUSTOMER CHARGE 10.49
DISTRIBUTION CHARGE FIRST 27.24 Therms x \$0.3848
ERC 27.24 Therms x \$0.0059 0.16
Total Current GA Charges \$36.85

GAS SUPPLIER SERVICE PERIOD 12/17/19 - 01/17/20
SUPPLY CHARGES AT COST 27.24 Therms x \$0.6069 16.52
COST OF GAS
Total Current GS Charges \$16.52

MESSAGES

Unitil offers a Low-Income Discount Program to all income-eligible heating and non-heating customers identified by the Maine State Housing Authority as eligible for LIHEAP funds and will provide for a 30% discount off the total billed charges. Please visit our website or contact our Customer Service Center for details.

2019
5343

TOTAL CURRENT BILL \$53.37
TOTAL AMOUNT DUE \$53.37

fax to (617) 558-5708 You can include a check or money order

CITY OF PORTLAND, MAINE
389 Congress Street
Portland, ME 04101

Questions on your bill? Please call: (207) 874-8660
or email us at: swbill@portlandmaine.gov
Questions on your impervious space or credits? Please call: (207) 874-8462

RE: 708092
CHRISTIE MARY MARGARET &
WILBUR CHEEVER JTS
38 WILLIAM ST
PORTLAND, ME 04103

2019 total
\$223

STORMWATER BILL

ACCOUNT#:

708092

DATE:

10/25/2019

DATE DUE:

11/21/2019

TAX YEAR: PERIOD:

2020

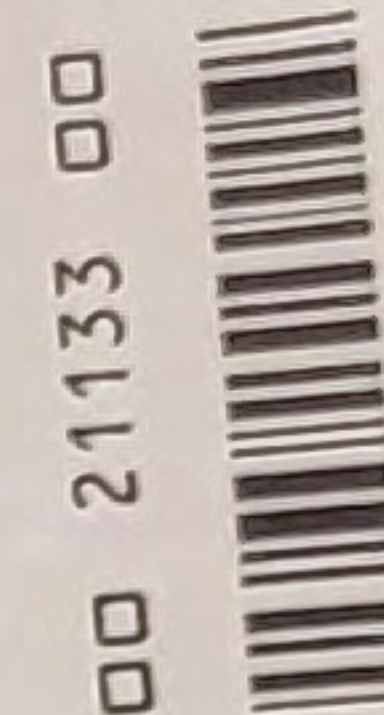
October - December

CBL:

117 C017001

AMOUNT DUE:

\$75.60



BILLING CYCLE **QUARTERLY**

PROPERTY LOCATION	76 WILLIAM ST	OUTSTANDING BALANCE	\$0.00
BUILDING IMPERVIOUS AREA	2,109 SQ/FT	CURRENT CHARGES (see below)	\$75.60
SURFACE IMPERVIOUS AREA	2,529 SQ/FT	CREDITS APPLIED	\$0.00
TOTAL IMPERVIOUS AREA	4,638 SQ/FT	INTEREST CHARGES	\$0.00
BILLABLE UNITS (per 1200 sq ft)	4	TOTAL AMOUNT DUE	\$75.60
PROPERTY DWELLING(S) AT LOCATION	1		
MONTHLY RATE PER BILLABLE UNIT	\$6.30		

Current Charge is calculated as follows:
Billable units divided by the property dwelling(s) at location multiplied by the current monthly rate.

PAY YOUR BILL ONLINE AT: PORTLANDMAINE.GOV/STORMWATERBILLING

R # 483

City of Portland
389 Congress St, Portland, ME 04101
Real Estate Property Tax Statement

FY 2019

For Fiscal Year 2019
July 01, 2018 - June 30, 2019

DUE Sep 21, 2018	DUE Mar 08, 2019	AMOUNT PAID	INTEREST DUE	PAY THIS AMOUNT
\$3,410.22	\$3,410.21	\$3,410.22	\$0.00	\$3,410.21

CBL: 117-C-017-001

CHRISTIE MARY MARGARET &
WILBUR CHEEVER JTS
45 AUSTIN ST
PORTLAND, ME 04103

ACCOUNT NUMBER: 15906

ACRES: 0.142

BILL NUMBER: 9328

Owner of Record as of: April 1, 2018
CHRISTIE MARY MARGARET &

Assessed Property Description:
117-C-17
WILLIAM ST 76
6194 SF

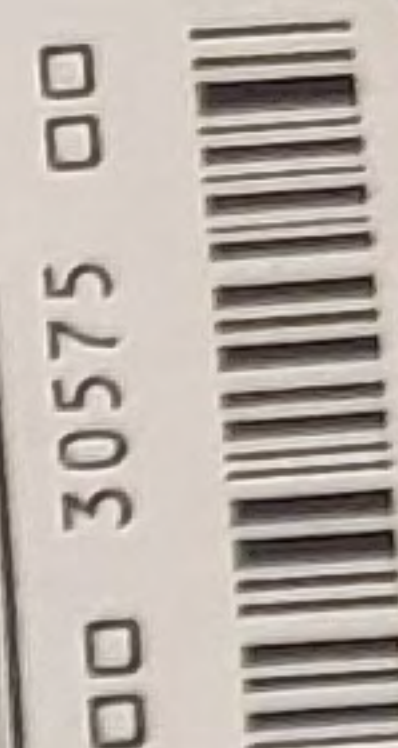
CURRENT BILLING DISTRIBUTION

Education	\$3,376	49.50%
Public Safety	\$1,214	17.80%
Debt Service	\$955	14.00%
Public Works	\$368	5.40%
County Tax	\$239	3.50%
Rec & Fac Mgmt	\$191	2.80%
Health & Human Svcs	\$164	2.40%
Library	\$157	2.30%
Metro	\$102	1.50%
General Government	\$55	.80%
		100.00%

CURRENT BILLING INFORMATION

Land Value	\$87,400
Building Value	\$233,800
Total Value	\$321,200
Exemptions	\$17,800
Taxable Value	\$303,400
Tax Rate	22.48
TOTAL TAX DUE	\$3,410.21
AMOUNT PAID	\$3,410.22

KEEP THIS PORTION FOR YOUR RECORDS
FOR IMPORTANT PAYMENT INFORMATION, PLEASE SEE BACK OF BILL



2019
\$6853

#4703

INVOICE

CITY OF PORTLAND
LICENSING & REGISTRATION
389 Congress Street
Portland, Maine 04101
(207) 756-8131



Page #: 1

INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
INV-00012908	10/25/2018	12/31/2018	Due	NONE

REFERENCE NUMBER	FEE NAME	TOTAL
20173494	Long Term Rental Registration Fee	\$97.50
SUB TOTAL		\$97.50

Wilbur Cheever - 72 William St Portland, ME

DISCOUNTS

3 No Smoking Lease

INVOICE NUMBER	INVOICE DATE	INVOICE DUE DATE	INVOICE STATUS	INVOICE DESCRIPTION
INV-00012783	10/25/2018	12/31/2018	Due	NONE

REFERENCE NUMBER	FEE NAME	TOTAL
20173495	Long Term Rental Registration Fee	\$97.50
SUB TOTAL		\$97.50

Wilbur Cheever - 76 William St Portland, ME

DISCOUNTS

3 No Smoking Lease

TOTAL **\$195.00**

BILLING CONTACT

WILBUR CHEEVER

45 Austin St
Portland, Me 04103

Make checks payable to the City of Portland, ATTN: Licensing & Registration, 389 Congress Street, Portland, ME 04101

DWELLING FIRE PREMIUM INVOICE

Billed On: 02/14/2019
 Due By: 03/07/2019
 Policy Number: 1115578-1
 Agent Code: 18-307
 Online Access #: 0629272



REFER BILLING AND POLICY QUESTIONS TO YOUR AGENT
 (207) 856-5500
 Anderson-Watkins Associates, Inc.
 31 Central St
 Westbrook, ME 04092

MAIL TO:
 Wilbur D. Cheever Jr
 45 Austin St
 Portland, ME 04103-4514

Policy Account Information

POLICY NUMBER	POLICY TYPE	POLICY PERIOD	PAYMENT PLAN	PAID TO DATE	UNPAID BALANCE
1115578-1	Dwelling Fire	03/07/2019 TO 03/07/2020	1-Pay	\$0.00	\$1,797.00

Handwritten signature: To William

Handwritten note: #4701

Thank you for your last payment of \$1,742.00 received on 02/28/2018

***** Current Payment Transaction *****

***** Future Payment Schedule *****

CURRENT DUE..... \$1,797.00
 INSTALLMENT SERVICE CHARGE.. N/A

MINIMUM AMOUNT DUE..... \$1,797.00

PLEASE PAY BY 03/07/2019

* No Scheduled Installments at this time *

SEE REVERSE SIDE OF INVOICE FOR FURTHER INFORMATION

Did you know you can pay your premium electronically?

Online: www.concordgroupinsurance.com

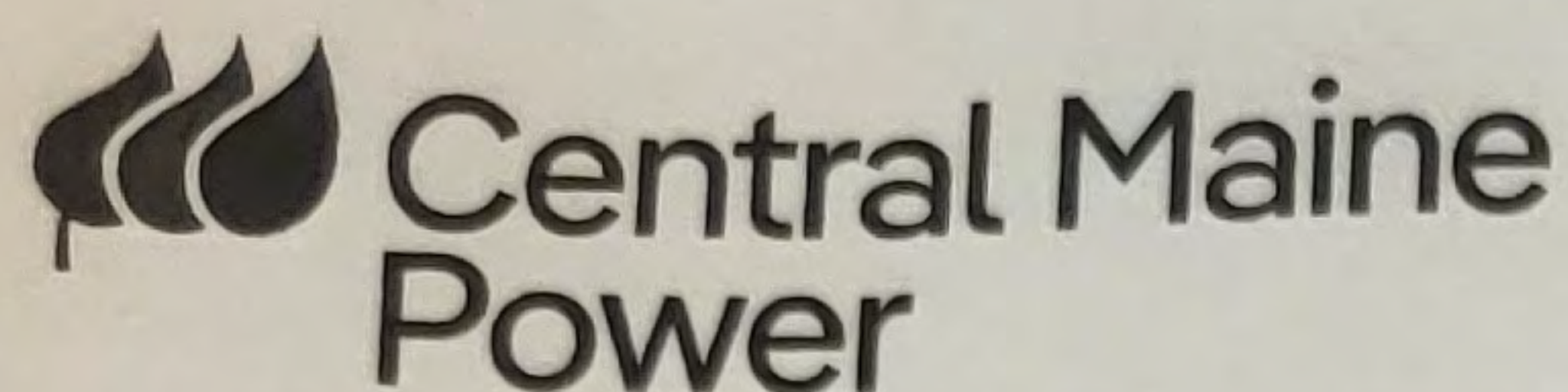
By Phone: 1.800.584.1223

We accept the following payment types:

*Credit Card (MasterCard, Visa, Discover) *ATM Debit Card *

ACH/Electronic Check

Ways To Save: speak with your independent agent about updating coverages, limits and deductibles, switching to annual, two and four pay plans or updating your insurance score as these changes may reduce the cost of your insurance.



An Avangrid company

Manage your account online: **cmpco.com**
 Customer Service: **800.750.4000**
 Outage reporting line: **800.696.1000**

Your Messages

The average residential **CMP Delivery** amount includes about \$15 per month in non-CMP costs to support Maine public policy initiatives including net energy billing subsidies, low income assistance and energy efficiency. Learn more about CMP rates and public policy costs at cmpco.com/PublicPolicyCosts.

If you're struggling to manage your electricity bill, our variety of assistance programs are designed to help you stay connected and regain control. You may be eligible for the Arrearage Management Program or Electricity Lifeline Program. View our complete list of programs and services designed to help at cmpco.com/HelpWithBill or call us at 800.750.4000.

On January 1, the CMP delivery rate, approved by the Maine Public Utilities Commission, changed. For more information about this price change and how it affects your rate, please visit cmpco.com/Pricing.

Thank you for choosing AutoPay - our most convenient payment option. Your payments are made automatically, on time every month. There is no need to send payment with this bill.

Take the guesswork out of your electricity bill with Usage Alerts. You'll get weekly updates from your smart meter, so you know how much electricity you're using long before your bill arrives. Set your own usage target and get notified before costs add up. Sign up at cmpco.com/MyAccount today.

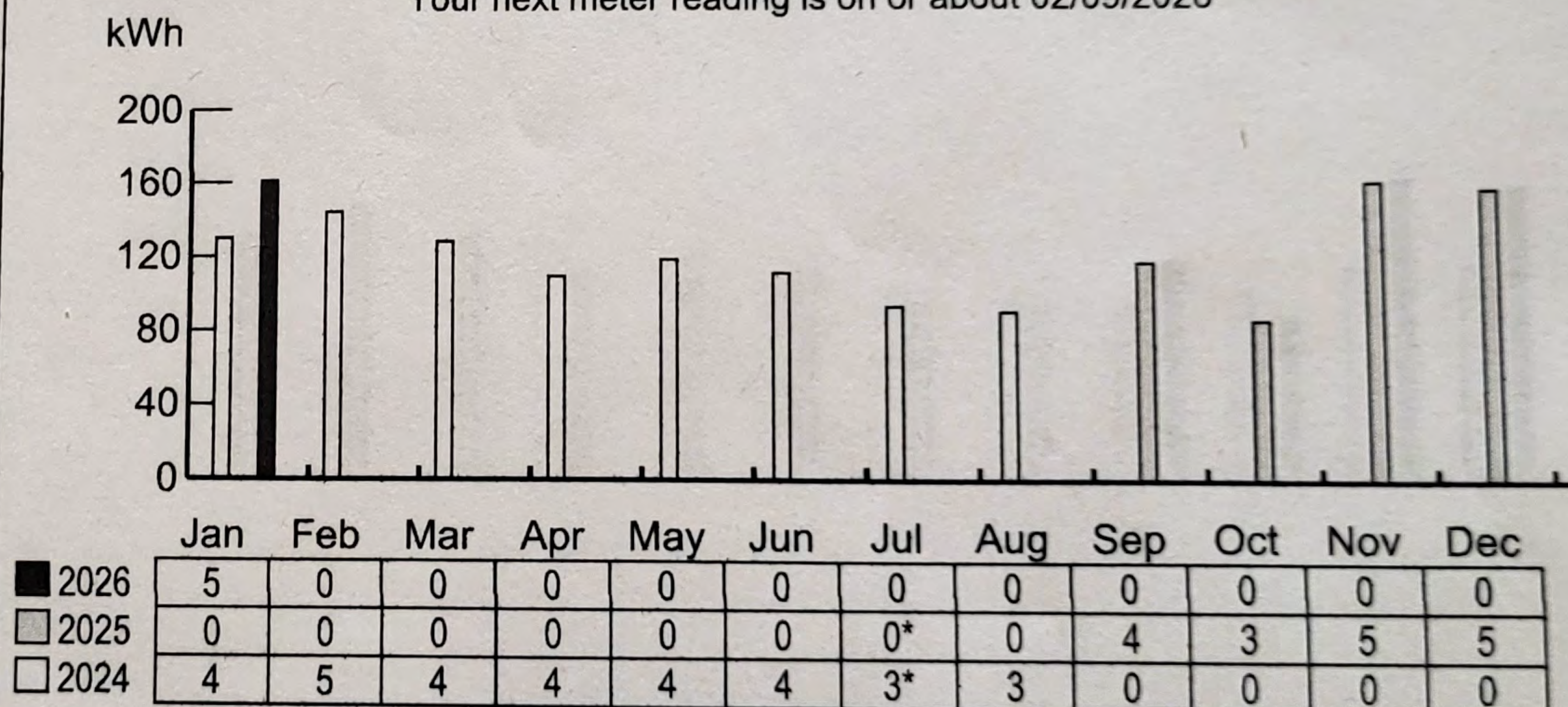
Account Number	Service Location	Amount Due	Date Due
3501-5333-947	WILL CHEEVER 76 WILLIAM ST HSE MTR PORTLAND ME 04103	\$63.13	02/09/2026
Invoice Number 720002495120			

Your Account Summary

Prior Balance	\$60.11
Payments received through 01/14/2026 - Thank you	-\$60.11
Balance Forward	\$0.00
CMP Delivery	+\$44.79
Non-CMP Supplier Standard Offer	+\$18.34
Please pay by 02/09/2026	\$63.13

Your Monthly Billed Usage Summary(kWh)

Your next meter reading is on or about 02/09/2026

**Your Average Daily Billed Usage (kWh)**

*Estimated Reading

Please return this stub with your payment. Please allow 7 to 10 business days for processing. Do not send cash or coins, and do not return with staples or paper clips. Thank you.

WILL CHEEVER
 C/O WILL CHEEVER
 38 WILLIAM ST
 PORTLAND ME 04103

Central Maine Power
 PO Box 847810
 Boston, MA 02284-7810

Account Number
3501-5333-947
Date Due
02/09/2026
Amount Due
\$63.13
Amount Paid

Please do not write below this line.

100209260035015333947000006313



Customer
Account Number
Bill Date
Next Meter Read Date

WILBUR CHEEVER
5100209503
02/20/25
03/20/25

AMOUNT DUE

\$605.74

PLEASE PAY BY

03/17/25

OTHER WAYS TO PAY



UNI-PAY BANK DRAFT

Sign up for automatic bank draft on the back of this bill or online at unitil.com



ONLINE

Pay and view your bill using our secure website at myaccount.unitil.com



BY PHONE

Call (888) 301-7700 and follow the prompts.

BILL SUMMARY

76 William St Fl 1, Portland

CHEE

Amount of Last Bill
Payment - Thank You 02/18/25
Balance Forward

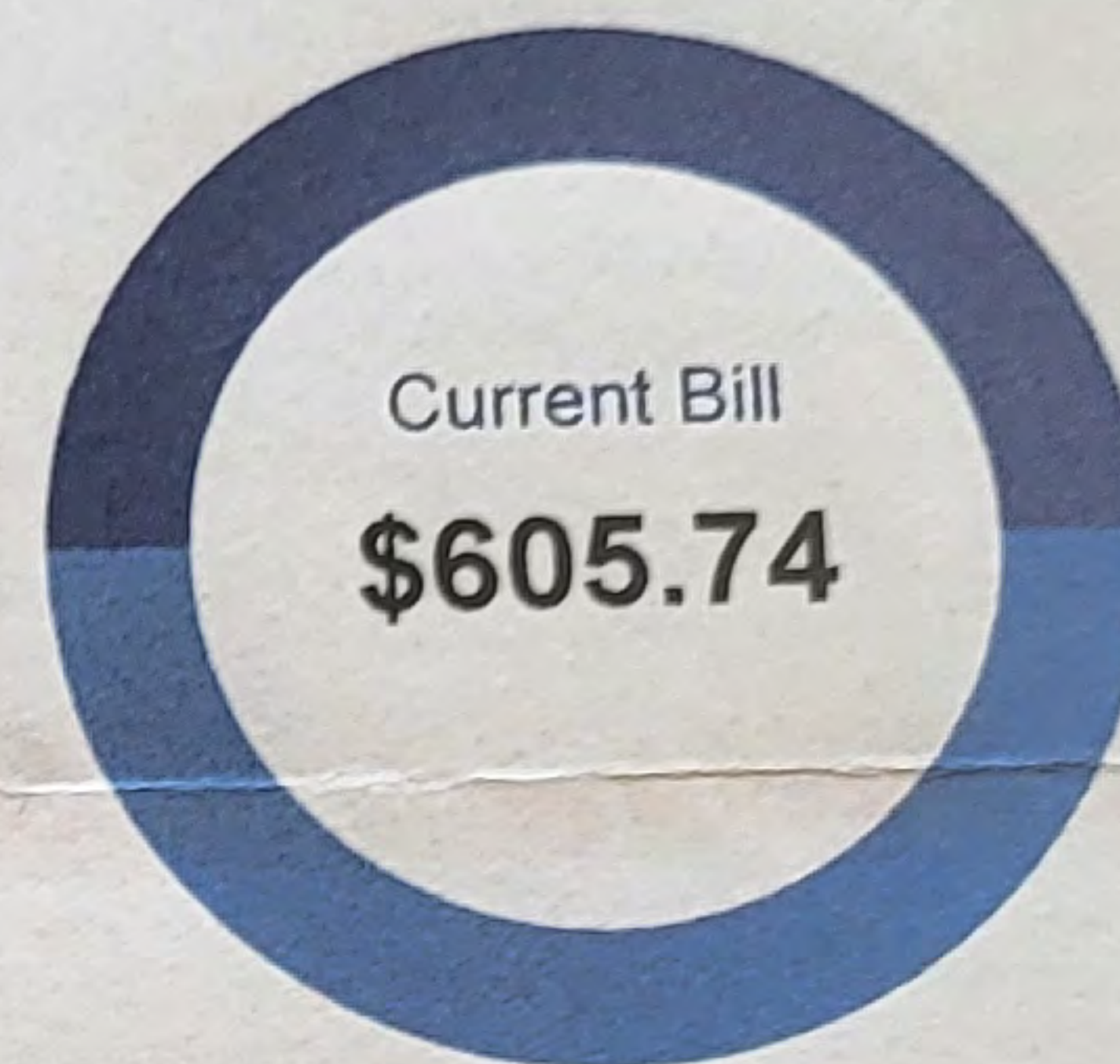
\$502.67
(\$502.67)
\$0.00

Gas Service

\$303.85

Gas Supplier Service

\$301.89



USAGE AND DETAILS ON PAGE 3

Financial Assistance

Support for your energy needs.

unitil.com/financial-assistance



Payment Plans

The unexpected can happen to any of us. If you fall behind on your account, our Customer Service Team can help create a personalized plan to get you back on track.



Budget Billing

Our residential customers can enjoy the convenience of our Budget Billing Program. This program helps distribute your payments evenly throughout the year to avoid fluctuating costs.



Find State-Specific Programs

Local and state organizations in our service areas offer highly supportive programs for qualified customers to increase energy efficiency and manage energy costs.

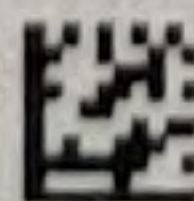
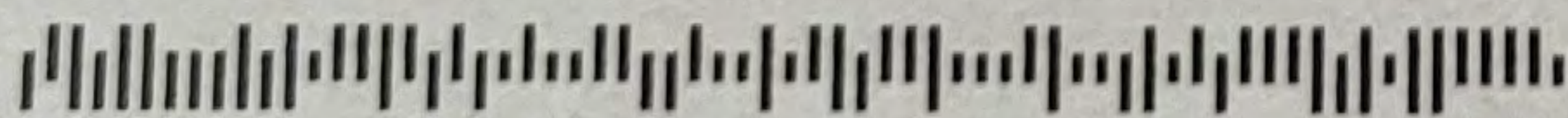
UB250220_1.XML-775-000000272

Questions about your bill? Visit unitil.com or call (888) 301-7700. More information on reverse.

Please pay upon receipt and by date listed below to avoid interest charges of 1% per month.

PAYMENT INFO

000388 000000272



WILBUR CHEEVER
38 WILLIAM ST
PORTLAND ME 04103 0000

234

ACCOUNT NUMBER

5100209503

AMOUNT DUE

\$605.74

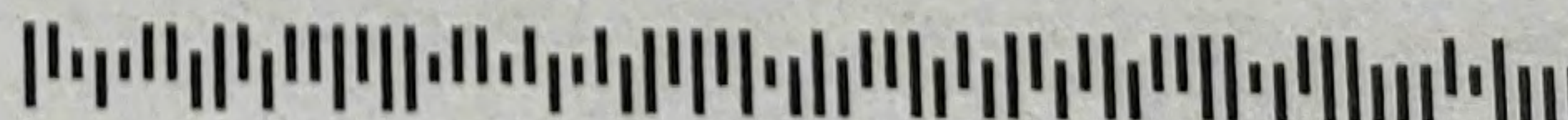
PLEASE PAY BY

03/17/25

AMOUNT PAID



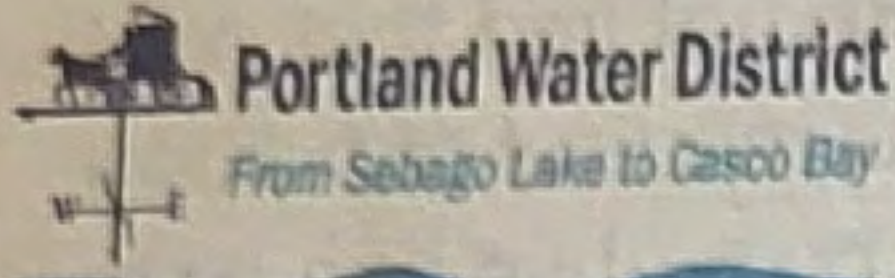
Unitil



UNITIL
P.O. BOX 981077
BOSTON, MA 02298-1077

GO PAPERLESS - GO GREEN
Take advantage of paperless billing!
More details online at unitil.com/gopaperless

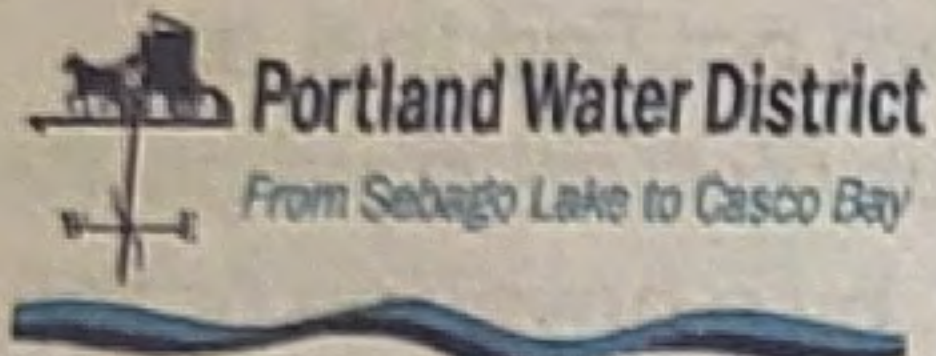
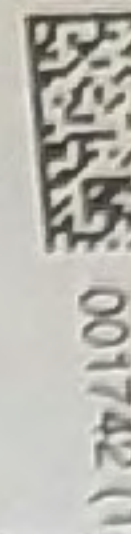
80050000051002095030000605749



Customer Name WILBUR CHEEVER
Service Address 76 WILLIAM ST PORTLAND

Account Number
30010348

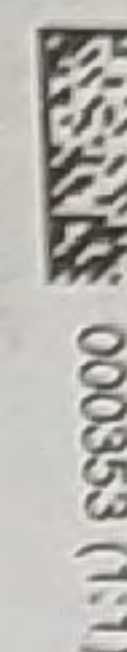
2856195



Customer Name WILBUR CHEEVER
Service Address 76 WILLIAM ST PORTLAND

Account Number
30010348

2971744



Bill Date: 02/13/2026

Payment Due Upon Receipt

Office Hours
8:00 a.m. - 4:30 p.m.
Monday through Friday
Phone: 207-761-8310

Web Site and E-Mail
www.pwd.org
customerservice@pwd.org

Monthly Usage (Hundred Cubic Feet)			
Month	Days	Water	Waste Water
02/26	37	14.00	14.00
01/26	27	12.00	12.00
12/25	29	12.00	12.00
11/25	33	11.00	11.00
10/25	30	10.00	10.00
09/25	33	13.00	13.00
08/25	29	13.00	13.00
07/25	33	14.00	14.00
06/25	29	9.00	9.00
05/25	23	9.00	9.00
04/25	32	12.00	12.00
03/25	29	12.00	12.00
02/25	37	14.00	14.00

Hundred Cubic Feet = 748 Gallons

Account Detail	Member Water Charges	Portland Wastewater Charges	Total
Previous Balance			\$201.30
Payment - Thank You			\$201.30CR
Balance Forward			\$0.00
Total Current Charges	\$53.80	\$182.00	\$235.80
TOTAL AMOUNT DUE			\$235.80

Current Charges Detail

Minimum Charge	\$12.67	\$13.00
Usage Charge	\$41.13	\$169.00

DIRECT PAYMENT - DO NOT PAY

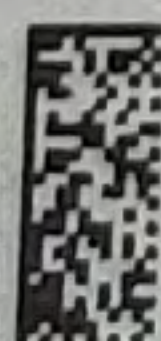
Customer Meter Summary:

METER NUMBER	METER TYPE	READ DATE	PRIOR READ DATE	CURRENT READING	PRIOR READING	USAGE (HCF)
A17049410	Primary 5/8"	01/28/2026	12/22/2025	2071.00	2057.00	14.00

DIRECT PAYMENT The total amount due will automatically be deducted from your bank account. Thank You.

TOTAL AMOUNT DUE: \$201.30

10007650-001742 1742 1 AV 0.584 T6



WILBUR CHEEVER
38 WILLIAM ST
PORTLAND ME 04103-4828



2300103480000201305

INVOICE

Darling Plumbing & Heating Inc
29 Vannah Ave
Portland, ME 04103

darlingph@aol.com
+1 (207) 773-9525

2025 total 76 William
\$7890

Bill to
CHEEVER, WILL
MR. WILL CHEEVER
38 WILLIAM ST
PORTLAND, ME 04103

Ship to
CHEEVER, WILL
MR. WILL CHEEVER
38 WILLIAM ST
PORTLAND, ME 04103

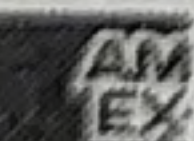
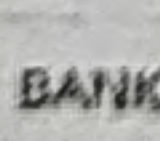
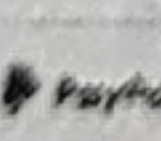
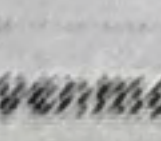
Invoice details

P.O. Number: 36452

Terms: Due on receipt
Invoice date: 12/23/2025
Due date: 12/23/2025

#	Date	Product or service	Description	Qty	Rate	Amount
1.		1	INSTALLATION OF KITCHEN SINK PLUMBING	1	\$0.00	\$0.00
2.		LS1	SERVICE CALL	1	\$135.00	\$135.00
3.		1	BASKET STRAINER	1	\$25.00	\$25.00
4.		1	1 1/2 PVC DESANCO	1	\$6.35	\$6.35
5.		1	1 1/2 PVC LONG SWEEP	1	\$4.00	\$4.00
6.		1	1 1/2 PVC P-TRAP	1	\$8.00	\$8.00
7.		1	1 1/2 PVC PIPE	1	\$2.00	\$2.00

Ways to pay

VISA  DISCOVER  AM EX  BANK  PayPal  VERIZON

View and pay

Total

\$180.35

1/9/26
BSB
KHTC-MB/AX



CITY OF PORTLAND
389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2024 to June 30, 2025

BILL #: 2504470
ACCOUNT #: 9849
PARCEL ID #: 117-C-017-001
LOCATION: 76 WILLIAM ST

CURRENT BILL RATE DISTRIBUTION

SCHOOL	7.880	\$4,316.66
COUNTY	0.560	\$306.77
MUNICIPAL	6.570	\$3,599.05
TOTAL	15.010	\$8,222.48

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**

CHEEVER WILBUR D JR
38 WILLIAM ST
PORTLAND, ME 04103

Assessed Property Description:
117-C-17
WILLIAM ST 76

6194 SF
Acres: 0.142

Owner of Record as of: April 1, 2024
CHEEVER WILBUR D JR

FY25 REAL ESTATE TAX BILL

BILLING INFORMATION

LAND VALUE	\$92,900
BUILDING VALUE	\$454,900
TOTAL VALUE	\$547,800
EXEMPTIONS	\$0
TAXABLE VALUE	\$547,800
TAX RATE	15.010
TOTAL TAX	\$8,222.48
PAYMENTS/CREDITS	\$0.00
ABATEMENT/ADJUST	\$0.00
TAX DUE	\$8,222.48

DATE DUE	AMOUNT DUE
10/18/2024	\$4,111.24
03/14/2025	\$4,111.24

INTEREST AT 8% PER ANNUM CHARGED BEGINNING 10/19/2024 AND 03/15/2025.

TAXPAYER'S NOTICE

Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2024.

**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR**

INFORMATION

Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.7% higher. The current City and School bonded indebtedness is \$374,509,262.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.

REMITTANCE INSTRUCTIONS

THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.
Please make check or money order payable to City of Portland and mail to:



CITY OF PORTLAND, MAINE
389 CONGRESS STREET
PORTLAND, ME 04101

Questions on your bill?

Please call: (207) 874-8660 or Email: swbill@portlandmaine.gov

Questions on your impervious surface or credits?

Please call: (207) 874-8462.

CHEEVER WILBUR D JR
38 WILLIAM ST
PORTLAND, ME 04103

STORMWATER BILL QUARTERLY STORMWATER CHARGE

ACCOUNT NUMBER: 708092

BILL NUMBER: 401765

BILL DATE: 02/03/2025

DUE DATE: 02/25/2025

\$379 2025 total

CUSTOMER NAME		CUSTOMER #	PARCEL ID	PROPERTY LOCATION
CHEEVER WILBUR D JR		208256	117-C-017-001	76 WILLIAM ST
DESCRIPTION				AMOUNT
QUARTERLY STORMWATER CHARGE				
BUILDING	IMPERVIOUS AREA SURFACE	TOTAL		\$93.00
2109	2529	4638		Current Charges
				\$93.00
BILLABLE UNITS	DWELLINGS	BILLABLE RATE		Previous Balance
4	1	\$7.75/month		\$0.00
				Adjustments
				\$0.00
				Interest
				\$0.00
				Penalties
				\$0.00
Total Amount Due				\$93.00

Current charge is calculated as follows:

Billable units divided by Dwellings multiplied by Billable Rate less any Stormwater Credit.

Service Period: 1/1/2025 to 3/31/2025

*Autopay
2/21/25
BDB*

PAY YOUR BILL ONLINE AT: PORTLANDMAINE.GOV/STORMWATERBILLING
PAY YOUR BILL ONLINE AT: PORTLANDMAINE.GOV/STORMWATERBILLING



ADAMS & SONS PAVING

207-286-3223

Marty Adams
25 Briar Ln Arundel Me 04046
adams4paving@gmail.com
cell: 207-467-1507
www.adams4paving.com

FREE ESTIMATES

FULLY INSURED

WORKMANSHIP GUARANTEED

Proposed work for Driveway

Stage 1: Edge back grass All sides
Stage 2: Dig out old pavement
Stage 3:
-Add gravel to shim and level grade to pitch rain water

-Install approx. 7.6 inches of reclaim with paver
to maintain proper drainage and compact with roller
Let settle for approx. _____ days if needed

Stage 4:
Install approx. 3 inches of asphalt surface mix
with paver and compact

*Stay off new pavement for 9 days

Total Sq. Ft. _____

Cost for work described above

\$ 4000.00

ALL EXTRAS (optional add-ons for an additional cost)

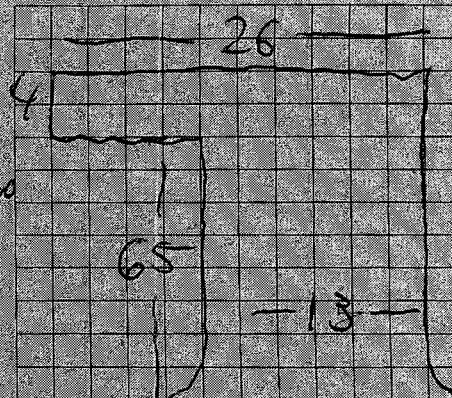
4.	\$
5.	\$
6.	\$
7.	\$

Total Cost \$ 4000.00

1/3 Deposit due to schedule work \$ 1200.00

Balance due upon completion of work \$ 2800.00

Name: Will Chevers
Address: 76 William St
City: Portland Me
Phone #: 207-831-0486
Email: _____



Terms and conditions: Adams Paving proposes to furnish materials and labor to complete the work described above in a professional and prompt manner. Adams Paving may be excused for delays due to weather conditions or other unavoidable contingencies. Any alterations or additions must be covered by a change order. Adams Paving reserves the right to stop work and be paid for the portion of work that has been completed should a dispute arise. One third payment is required by customer to schedule work. Remaining balance due upon completion of work unless other terms are stated above. Adams Paving guarantees its workmanship and that materials used are of highest available quality. Adams Paving is not responsible to repair damage caused by weather, animals or the customer. If clay is found when excavating driveway a geotextile liner and additional twelve inch gravel sub-base is recommended for an additional cost TBD with acceptance of change order. If customer opts not to take advice to excavate clay and install liner to prevent settling Adams Paving will not be liable to repair any settling, cracking or deterioration of the driveway. This offer may be withdrawn if not accepted in five business days if required by scheduling. We will tape off the end of driveway, do not drive on new pavement for 9 days.

Sign: Marty Adams
Marty Adams pres.

Date: 5-24-21

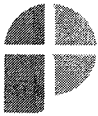
Sign: _____

Date: _____

Customer name: _____

Check out photos of our work online at www.adams4paving.com

ADAMS 600001301



PARADIGM
WINDOWS

Paradigm Window Solutions
56 Milliken Street
Portland, Maine 04013
Phone: (877) 994-6369
www.paradigmwindows.com

Customer (Sell)
QUOTATION

Creation Date
6/4/2024

BILL TO:

SHIP TO:

*Good order - 76 William 1st floor
#10*

Phone:

Fax:

Phone:

Fax:

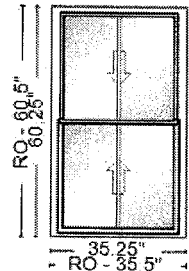
Thank you for choosing Paradigm Window Solutions!

QUOTE NAME	PROJECT NAME	CUSTOMER PO#	DATE REQUESTED
YANKEE RESTYERATION #23086	WDC PROPERTIES		
SALES REPRESENTATIVE	TERMS	SHIP VIA	QUOTE NUMBER
patrick.gillespie@becn.com			869097

LineItem #	Description	Net Price	Quantity	Extended Price
1-1		\$394.00	3	\$1,182.00

Comment/Room:

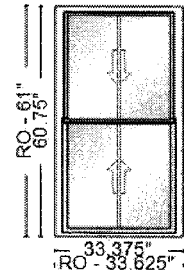
Product:8300 Series, Double Hung, Rpl
RO:35.5" x 60.5"
TTT Overall Size:35.25" x60.25"
TTT Unit Size:35.25" x 60.25"
Sash Split:Equal
Performance Level:Standard,
Glass Options: Double Glazed, LowE, Argon, Annealed, SS
3/4" IG Thickness, Clear Opening:29.875" x24.71", 5.126Sq ft
Ratings:U-Factor = 0.29, SHGC = 0.25, VT = 0.47
Vinyl Color: White
Locks: Standard, Double
Hardware: White,
Screen: Half Screen, Extruded- Fiberglass, White, Sash Options:Vent Stop,
Standard (Double), 4",
Grids: Contour GBG, Colonial, 2W1H, Not Applicable,
Installation Options:Standard Sill Angle,



QUOTE NAME	PROJECT NAME	CUSTOMER PO#	DATE REQUESTED
YANKEE RESTYERATION #23086	WDC PROPERTIES		
SALES REPRESENTATIVE	TERMS	SHIP VIA	QUOTE NUMBER
patrick.gillespie@becn.com			869097

LineItem #	Description	Net Price	Quantity	Extended Price
2-1		\$392.41	1	\$392.41

Comment/Room: Product:8300 Series, Double Hung, Rpl
 RO:33.625" x 61"
 TTT Overall Size:33.375" x60.75"
 TTT Unit Size:33.375" x 60.75"
 Sash Split:Equal
 Performance Level:Standard,
 Glass Options: Double Glazed, LowE, Argon, Annealed, SS
 3/4" IG Thickness, Clear Opening:28" x24.96", 4.853Sq ft
 Ratings:U-Factor = 0.29, SHGC = 0.25, VT = 0.47
 Vinyl Color: White
 Locks: Standard, Double
 Hardware: White,
 Screen: Half Screen, Extruded- Fiberglass, White, Sash Options:Vent Stop,
 Standard (Double), 4",
 Grids: Contour GBG, Colonial, 2W1H, Not Applicable,
 Installation Options:Standard Sill Angle,



CUSTOMER SIGNATURE _____ DATE _____

We appreciate the opportunity to provide you with this quote!

Please Note: All Window and Door orders are special order and cannot be returned or credited. This Quotation is for estimate purposes only and all specs, sizes, options, colors, and quantities need to be verified by Contractor, Building Owner, Architect, Project Manager or any governing party before the order is placed. Additionally, it is the responsibility of the contractor to verify that the windows specs meet all local and national building, fire and energy codes specific to the location of the project with the local code enforcement officer or town municipality. Any Modifications to the original quote will require a revised quotation to be provided. After confirming the order for accuracy, provide your signature below for order approval. This quotation is valid for 30 days unless otherwise noted. THANK YOU FOR THE OPPORTUNITY TO PROVIDE THIS QUOTATION! WE APPRECIATE YOUR BUSINESS!

SETUP:	\$0.00
LABOR:	\$0.00
FREIGHT:	\$0.00
DEPOSIT:	(\$0.00)
BALANCE:	\$1,661.00
SALES TAX:	\$86.59
SUB-TOTAL:	\$1,574.41
TOTAL:	\$1661.00

ELDREDGE
LUMBER & HARDWARE
Customer Quote

Quote: 4594107
Date: 06/06/24
Page: 1

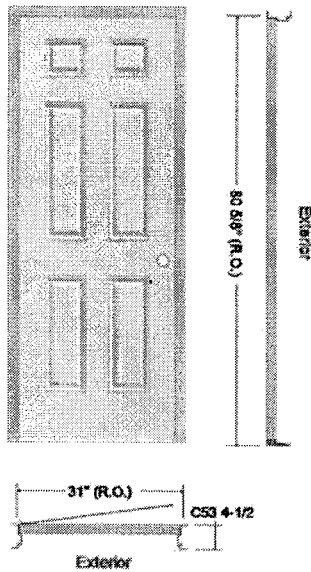
ELDREDGE LBR&HDWE-PORT-BPD

165 PRESUMPCOT ST

PORTLAND ME 04103
(207)770-3004

Reference:

Quantity	UOM	Item/Description	Price/UOM	Amount
1.0000	EA	EXT SU EXTERIOR DOOR UNIT STEEL DOOR, STEEL FRAME, CONTOUR 90MIN, SGL, LH, IS, 2-6, 6-8 HGT, FD90CT60 OVOLO, SGL BORE, ZINCROME STRIKE, RADIUS SPRING HINGES, 3 SPRING, SATIN NICKEL HINGE, C53 (4-1/2 - 5-1/2), WHITE W/S, PUBLIC ACCESS MILL, NO CASING	567.3192/EA	567.32



Total	567.32
Tax 5.5000%	31.20
Grand Total	598.52

76 William St.

3 floors, one apartment per floor

1st and 3rd floors currently rented as one bedroom, asking 2nd floor be converted to 2 bedroom apartment

The apartment rental price includes heat, hot water, off street parking, coin operated laundry in basement

1st floor 1080 SF

1 bedroom, 1 bathroom, kitchen, eat in area, dining room, living room (6 rooms)

2nd floor 1065 SF

2 bedrooms, 1 bathroom, kitchen, eat in area, living room (6 rooms)

3rd floor 600 SF plus 300 SF of storage space

1 bedroom, 1 bathroom, kitchen, eat in area, living room, huge storage space (6 rooms)

Before I bought the building the 2nd floor had historically been rented as a two bedroom unit for many previous years. The previous owners lived on the first floor, which is a very large one bedroom apartment.

All three tenants have told me they are getting a great deal, these apartments have not been deeply renovated but are in good usable condition. I know I could rent these units for more money than I presently receive but I strive to give people decent places in the city to live that are reasonable for people that work here.

January rent	72 William				76 William		
	1st floor	2nd floor	3rd floor		1st floor	2nd floor	3rd floor
2008	900	900	700		725	725	725
2009	900	900	750		725	725	725
2010	900	900	750		725	725	725
2011	900	900	750		725	725	725
2012	900	900	750		725	725	725
2013	900	900	750		750	725	725
2014	1000	1100	750		750	750	750
2016	1000	1200	800		1100	900	750
2017	1000	1200	800		1100	900	750
2018	1000	1200	800		1100	950	750
2019	1000	1200	900		1100	950	950
June 2020	1500	1200	950		1200	950	950



Dylan Orr <dorr@portlandmaine.gov>

Completeness review requests

1 message

Will Cheever <wdcheever@gmail.com>

Mon, May 11, 2026 at 6:40 AM

To: Rent Board <rentboard@portlandmaine.gov>, "dorr@portlandmaine.gov" <dorr@portlandmaine.gov>

Hi,

I have sent the supporting information you are requesting as 6 separate emails. In summary I am requesting the current rents be restored to what my leases are (or going to be) and that 76-2 is changed to a two bedroom apartment.

Here is what I'm requesting individually for each apartment:

72-2 \$2300/month

72-3 \$2100/month

76-1 \$1500/month

76-2 \$1700/month (and change to a 2 bedroom)

76-3 \$1300/month

I understand all these rents are a little below the market value for the amenities and the location. My aim is to provide decent housing to local working people. I spend in the neighborhood of 2 hours per week managing the properties- collecting rent, paying bills, responding to tenant questions, etc. I know there wasn't clarity around what was management and what was actually working on the buildings and units. Any of the full renovations I worked an average of 20 hours per week on the projects and because I run a construction business I try to manage these improvements as cost effectively as possible.

Thanks-Will

Rent board allowable increases-monthly							
building-unit	72-1	72-2	72-3	76-1	76-2	76-3	
2019 base rent	1500	1200	950	1200	950	950	
2020		60		60			
2021	75						
2022	83	69	56	67	54	54	
2023	116	153	70	153	70	70	
2024	35	90	22	30	21	21	
2025	45	99	75	38	75	27	
Allowed 2026	1854	1671	1173	1548	1170	1122	
Actual 2026	2100	1700	1200	1350	1000	1000	
These calculations are before capital expenditures are figured in							
Base rents in 2019 well below market for quality of units							
Cumulative capital expenditures 2019-2025 as submitted on MNOI							
specific to unit	55716	67972	90022	2910	1400		
shared costs	10808	10808	10808	4080	4080	4080	
total capital investment per unit							
	66524	78780	100830	6990	5480	4080	
Requested adjusted base rent 2019 on MNOI (including 76-2 from 1 bedroom to 2 bedroom)							
	2100	2300	2100	1500	1700	1500	

City of Portland – Housing Safety Division
RENT INCREASE APPLICATION – MAINTENANCE OF NET
OPERATING INCOME

Date of Hearing:

June 24, 2026 - Tabled to July 8, 2026 - Tabled to July 22, 2026

Owner Name and Address:

Stacy Salvo
7 Hilltop Trl, Falmouth, ME 04105

Representative

Kevin Salvo
7 Hilltop Trl, Falmouth, ME 04105

Property Address:

22 South Grafton St, both units

CBL:

169-D-054-001

Tenants/Interested Parties:

Yes

City of Portland Permitting and Inspections Department Landlord
Worksheet/Petition for Rent Board Approved Increase Rent Increase using
Fair Return Standard: Maintenance of Net Operating Income (MNOI)

Note to Applicants

All information and documentation provided in this application will be made available to the public, pursuant to applicable public access laws in the State of Maine. An Applicant may choose to redact sensitive information contained herein, including, but not limited to bank account information, debit card or credit card information, government-issued identification information, personal contact information such as phone numbers, email addresses, tenant or employee names, or other personally identifying information. The Rent Board may act within its authority to request any additional information it deems pertinent to the application at hand.

Introductory Information

A landlord is entitled to a fair return on investment, which means an amount sufficient to allow a just and reasonable rate of return, to encourage the investment of capital in the rental housing market, to fairly compensate investors for the risks they have assumed, and to achieve minimum constitutionally protected standards.

Pursuant to the Rent Control Ordinance, the fair return on investment must be calculated using Maintenance of Net Operating Income (MNOI). This methodology presumes the net operating income the landlord earned from a Covered unit during the calendar year 2019 yielded a fair return on investment unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. To qualify for an MNOI increase, the landlord has to file this application for a hearing by the Rent Board.

1. Presumption of Base Year Net Operating Income

It shall be presumed that the net operating income received by the landlord during the calendar year 2019 (the Base Year) yielded a Fair Return on investment. This presumption may be rebutted, in which case an adjusted Base Year Net Operating Income shall be used.

2. Fair Return

A landlord has the right to obtain a net operating income equal to the Base Year (2019) net operating income adjusted by 100% of the percentage increase in the Consumer Price Index (CPI), since the Base Year. It shall be presumed this standard provides a Fair Return.

3. Base Year:

- a. Calendar year 2019 is the Base Year.
- b. In the event that a prior determination of the allowable Rent is made pursuant to a Fair Return petition, if a subsequent petition is filed, the Base Year shall be the year that was considered as the "current year" in the prior petition.
- c. Unless otherwise exempted from the limitation on rent increases by local, state or federal laws or regulations, if a Rental Unit enters the marketplace for the first time after 2019, the Base Year shall be the year the Unit entered the marketplace.

4. Current Year

The "current year" shall be the calendar year preceding the petition.

5. CPI (Consumer Price Index)

The annual CPI for the current year for All Urban Consumers for the Greater Boston Metro area (All Urban Consumers, All Items) provided by the U.S. Bureau of Labor Statistics [[Bureau of Labor Statistics Data \(bls.gov\)](https://www.bls.gov)].

6. Limits of Allowable Rent Increases in Any One Year

If the amount of any rent increase granted pursuant to a fair return petition exceeds 10%, the portion in excess of 10% shall be deferred to the next year or years following the procedure for Banked Rent.

General Information About the Property

Street Address: 22-24 South Grafton Street

Parcel Numbers(s): _____

Year Property Purchased by Current Owner: 2015

Total Number of Units on the Property: 2

Total Number of Units Affected by Proposed Rent Increase: 2

Are there Rental Units that are Partially or Fully Exempt (circle)? Yes No

If yes, number of Exempt Rental Units and Basis for Exemption: _____

Section 1. Landlord Information

Name: Kevin Salvo

Phone(s): 508-423-9677

Business Address: 7 hilltop Trail

City, State, Zip: Falmouth ME 04105

Business E-mail: kevinsalvo@gmail.com

Section 2. Agent Information (if applicable)

Name: _____

Phone(s): _____

Business Address: _____

City, State, Zip: _____

Business E-mail: _____

Section 3. Services

Please check the applicable box to identify the manner in which each service is paid.

	Paid by Landlord, but not passed through to Tenants	Tenants pay service directly	Landlord pays service and passes cost through to Tenants
Gas	☒	☐	☐
Electricity	☐	☒	☐
Water	☒	☐	☐
Sewer	☒	☐	☐
Garbage	☐	☐	☐
Other:	☐	☐	☐

Section 4. Changes to Services

Briefly describe the services provided to the rental units. Include all services provided and state which services are provided without additional charge.

Free Lawn Care

Free Snow plowing

Oil Heating

If there have been any changes to the services listed above or in the responsibility for their payment since the base year, please explain:

Left side (unit 22) pays for some of the oil after the fact, if I collect - last year totalled \$738 recoup. This is due to increase in people living in the unit and excessive heat usage.

Section 5. Income and Expense Explanation and Calculation

Calculation of Net Operating Income

Net operating income shall be calculated by subtracting operating expenses from gross rental income.

Gross Rental Income

Gross rental income includes:

- Scheduled rental income at one hundred percent (100%) occupancy plus all other income or consideration received or in connection with the use or occupancy of the Rental Unit.
If there is a change in the number of rental units between the Base Year & Current Year, the rental income and expenses for the same number of units shall be used in calculating the net operating income for both periods. The purpose of this provision is to provide a fair compensation between the Base Year and the Current Year.
- Vacant or owner-occupied rental units at the time a petition is filed, that provided rental income in the Base Year, shall count toward the calculation of gross rental income in the Current Year. The Rent Program shall attribute rental income calculated on the basis of average rents for comparable units at the property that were most recently rented. If no comparable units on the property were rented within the last two years, initial rents for comparable units in the City may be used if there is no other basis for its calculation.

Gross rental income shall not include:

- Utility charges that are sub-metered, for gas, electricity or water paid directly by the tenant;
- Charges for refuse disposal, sewer service or other services (which are either provided solely on a cost pass-through basis if they are regulated by state or local law)

Section 6. Operating Expenses

Operating expenses include reasonable costs of operation and maintenance of the Rental Unit, including:

- Management Expenses;
- Utility Costs except a utility that are paid directly by the tenant(s);
- Real Property Taxes Assessed and Paid;
- Insurance;
- License, Registration and other Public Fees;
- Landlord-performed Labor;
- Legal Expenses;
- The Amortized Costs of Capital Improvements; and
- Other Reasonable Operating Expenses.

Operating expenses shall not include the following:

- Mortgage principal or interest payments or other debt service costs and costs associated with obtaining financing;
- Any penalties, fees or interest assessed or awarded for violation of any provision of this chapter or of any other provision of law;
- Land lease expenses;
- Political contributions and payments to organizations or individuals which are substantially devoted to legislative lobbying purposes;
- Depreciation;
- Any expenses for which the Landlord has been reimbursed by any utility rebate or discount, Security Deposit, insurance settlement, judgment for damages, settlement or any other method or device;
- Unreasonable increases in expenses since the Base Year;
- Expenses associated with the provision of master-metered gas and electricity services;

- Expenses which are attributable to unreasonable delays in performing necessary maintenance or repair work or the failure to complete necessary replacements. (For example if a roof replacement is unreasonably delayed, the full cost of the roof replacement would be allowed; however, if interior water damage occurred as a result of the unreasonable delay, that expense would not be allowable to support a fair return); and
- Unreasonable Expenses.

Claim for Base Rent Adjustment

A claim may be made for a Base Year Rent Adjustment if the Base Year Rent and/or earlier rent amounts were disproportionately low. A Base Year Rent Adjustment will be considered if the evidence supporting a requested adjustment is provided and sufficiently compelling enough to show that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. Landlords may rebut the presumption that the Base Year net operating income provided a fair return. If a claim is made on this basis, the petitioner must complete Section 19, Claim for Adjustment of Base Year Net Operating Income and Associated Rent Adjusted Claim at the end of this Application.

Check here ☐ if a claim for a Base Year Rent Adjustment is included in this application and complete Section 18 of this Application.

Section 7. Income Worksheet

Base Year (2019)¹

Current Year (2025)

Rental Income

1. Gross scheduled rental income (total for the calendar year) including uncollected rent. \$ 42,240 \$ 52,452

2. Portion Attributable to Vacancy \$ _____ \$ _____

Fees (indicate what fee is for):

3. Late fees \$ _____ \$ _____

4. List fees, other than utilities, collected for services & amenities not included in rent \$ _____ \$ _____

5. _____ \$ _____ \$ _____

6. _____ \$ _____ \$ _____

7. _____ \$ _____ \$ _____

Other Income (list separately by type)²:

8. _____ \$ _____ \$ 738 (oil paid by side 22)

9. _____ \$ _____ \$ _____

10. _____ \$ _____ \$ _____

Fees charged by landlord for Utilities

11. Gas \$ _____ \$ _____

12. Electricity \$ _____ \$ _____

13. Water \$ _____ \$ _____

14. Sewer \$ _____ \$ _____

15. Garbage & Recycling \$ _____ \$ _____

Other Utilities (list separately by type):

16. _____ \$ _____ \$ _____

17. _____ \$ _____ \$ _____

18. TOTAL INCOME \$ 42,240 \$ 53,190.00

(add only lines 1 and 3-17)

¹ or an alternative year in the event of extenuating circumstances.

² Interest earned by Landlord on Tenant security deposits, other interest, or investment income.

Section 8. Operating Expense Worksheet

Additional operating expense items can be listed for this worksheet using separate page(s) as needed.

	Base Year (2019)	Current Year (2025)
1. Assessments	\$ _____	\$ _____
2. Real Property Taxes	\$ <u>6,055</u>	\$ <u>7,401</u>
3. License Tax/Fee	\$ <u>70</u>	\$ <u>100</u>
4. Rent Board Registration Fees	\$ _____	\$ <u>70</u>
5. Insurance	\$ <u>905</u>	\$ <u>1,324</u>
6. Accounting	\$ _____	\$ <u>300 (25/mo quickbooks)</u>
7. Legal (explain types of legal expenses)	\$ <u>300 (CPA)</u>	\$ <u>600 (CPA moved)</u>
8. Manager /Management Services	\$ _____	\$ _____
9. Security	\$ _____	\$ _____
10. Office Supplies	\$ _____	\$ _____
12. Normal Repairs	\$ _____	\$ _____
13. Owner-Performed Labor	\$ _____	\$ _____
14. Plumbing Maintenance	\$ <u>225 (furnance maint)</u>	\$ <u>250 (furnace maint)</u>
15. Pool Maintenance	\$ _____	\$ _____
16. Landscape Maintenance/snow removal	\$ <u>990 (snow)</u>	\$ <u>1050 (snow)</u>
17. Other Maintenance	\$ <u>490 (lawn total)</u>	\$ <u>400 (100/mo lawn)</u>
18. Parking Lot/Street Maintenance	\$ _____	\$ <u>850 (lawn cleanups)</u>
19. Gas (separately metered only)	\$ <u>oil \$2419</u>	\$ <u>oil \$4578.35</u>
20. Electricity (separately metered only)	\$ _____	\$ _____
21. Water	\$ _____	\$ _____
22. Sewer	\$ _____	\$ _____
23. Amortized portion of Capital Expense (see Sections 10, 11 and 12 column (i))	\$ _____	\$ <u>11,141.18 (see attached)</u>
24. Vandalism Repairs	\$ _____	\$ _____
25. Uninsured Damages	\$ _____	\$ _____
27. TOTAL OPERATING EXPENSES	\$ <u>11,454</u>	\$ <u>28,064.53</u>

Section 9. Allowances for Capital Improvements

Operating expenses include the amortized costs of capital improvements plus an interest allowance to cover the amortization of those costs. A capital improvement shall be any improvement to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250.00 or more per unit.

Allowances for capital improvements shall be subject to the following conditions:

1. The amortization period shall be in conformance with the schedule adopted by the City, as provided in Section 11, unless it is determined that an alternate period is justified based on the evidence presented at the Rent Board hearing.
2. Capital improvement costs do not include costs incurred to bring the Rental Unit into compliance with a provision of Portland Code or state law where the original installation of the improvement was not in compliance with code requirements.

Example of a Capital Improvement with Amortized Expenses and an Interest Allowance:

Owner filed a Petition on March 1, 2023 for an individual rent adjustment for a roof that was completed covering a four-rental unit building. The cost of the Capital Improvement was \$20,000 benefiting all four units in the building. The amortization period for a roof is ten (10) years according to the below tables. The applicable interest allowance based on the Primary Mortgage Survey is 3.88% + 2% for this example. The calculation of the capital improvement per month is:

Capital Improvement Cost	Interest Allowance	Period	Total Principal & Interest – Life of Improvement	Total Interest – Life of Improvement
\$20,000	5.88%	10 years (120 months)	\$26,500.52	\$6,500.52

Annual Amortized Cost	Monthly Amortized Cost	# of Units	Monthly Cost per Unit
\$2,650.05	\$220.84	4	\$55.21

Section 10. Amortization Period of Capital Improvements/Expenses

In amortizing capital improvements/ expenses, the following schedule shall be used to determine the amortization period of the capital improvements and expenses. Improvements add to the health & safety of the rental unit.

	Years
Appliances	
Air Conditioners*	10
Refrigerator*	5
Stove*	5
Garbage Disposal	5
Water Heater*	5
Dishwasher	5
Microwave Oven	5
Washer/Dryer	5
Basic Items	
Fans*	5
Cabinets*	10
Carpentry	10
Counters*	10
Doors*	10
Knobs	5

	Years
Screen Doors	5
Fencing and Security*	5
Management	5
Tenant Assistance	5
Structural Repair and Retrofitting	
Foundation Repair*	10
Foundation Replacement*	20
Foundation Bolting*	20
Iron or Steel Work	20
Masonry-Chimney Repair*	20
Shear Wall Installation*	10
Electrical Wiring*	10
Elevator*	20
Fencing	
Chain	10
Block	10
Wood	10

	Years
Fire Systems	
Fire Alarm System*	10
Fire Sprinkler System*	20
Fire Escape*	10
Flooring/Floor Covering	
Hardwood	10
Tile and Linoleum	5
Carpet	5
Carpet Pad	5
Subfloor	10
Fumigation Tenting*	5
Furniture	5
Automatic Garage Door Openers*	10
Gates	
Chain Link	10
Wrought Iron	10
Wood	10

	Years
Glass	
Windows*	5
Doors*	5
Mirrors	5
Heating*	
Central	10
Gas	10
Electric	10
Solar	10
Insulation	10
Landscaping	
Planting	10
Sprinklers	10
Tree Replacement	10
Lighting	

	Years
Interior*	10
Exterior*	5
Exterior	
Locks*	10
Mailboxes*	10
Meters*	10
Plumbing	
Fixtures*	10
Pipe Replacement*	10
Re-Pipe Entire Building*	20
Shower Doors*	5
Painting	
Interior	5
Exterior	5
Paving	
Asphalt	10
Cement	10

	Years
Decking	10
Plastering	10
Sump Pumps*	10
Railings*	10
Roofing*	
Shingle/Asphalt	10
Built-up, Tar and Gravel	10
Tile	10
Gutters/Downspouts	10
Security*	
Entry Telephone Intercom	10
Gates/Doors	10
Fencing	10
Alarms	10
Sidewalks/Walkways*	10
Stairs	10
Stucco	10

	Years
Tilework	10
Wallpaper	5
Window Coverings*	
Drapes	5
Shades	5
Screens	5
Awnings	5
Blinds/Mini-blinds	5
Shutters	5

*Capital Improvements generally concern any change or addition to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250 or more per unit.

The * items are likely capital improvements. Other items may depend on the circumstances.

Section 11. Interest Allowance on Capital Improvements

If an amount was reported as an amortized portion of expenses on Section 11, Operating Expense Worksheet, line 23 of the Base Year or current operating expense table above, complete this section.

An interest allowance may be calculated on the cost of amortized expenses. The interest allowance shall be the interest rate equivalent to the "average rate" for a thirty-year fixed rate on home mortgages plus two percent (2%). The "average rate" shall be the rate Freddie Mac last published in its weekly Primary Mortgage Market Survey (PMMS) as of the date of the initial petition. <http://www.freddiemac.com/pmms/archive.html>

Please use the Microsoft Excel version of this page (available from the Housing Safety Office) or an online amortization calculator to ensure that your numbers are correct.

Completed Capital Improvement and Expense Worksheet (Base Year)

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
Item #	Brief Description	# of Units Impacted	Initial Cost	Interest Rate Allowed*	Amortization Period (years)*	Interest Amount	Total Cost [Principal + Interest]	Annual Cost	Monthly Cost	Monthly Cost Per Unit
A	furnace replacements	2	\$ 17,000	8.37%	10	\$ 8140.59	\$ 25140.59	\$ 2514.06	\$ 209.5	\$ 104.75
B	SEE		\$	%		\$	\$	\$	\$	\$
C	ATTACHED		\$	%		\$	\$	\$	\$	\$
D	FOR		\$	%		\$	\$	\$	\$	\$
E	MORE		\$	%		\$	\$	\$	\$	\$
	see more attached		\$	%		\$	\$	\$	\$	\$

*Use the amortization table in this Attachment and the information about interest rates.

Total for Base Year [add amounts in column (d)]: \$ 63,801.43

Annual Cost for Base Year [add amounts in column (i)]: \$ 11,141.18

Completed Capital Improvement and Expense Worksheet (Current Year)

(a) Item #	(b) Description of Expense	(c) # of Units Impacted By Expense	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period	(g) Interest Cost	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit	
A	furnace replacements	2	\$ 17,000.00	8.36%	10	\$ 8,140.59	\$ 25,140.59	\$ 2,514.06	\$ 209.50	\$ 104.75	receipt check + estimate
B	front steps replaced	2	\$ 1,475.00	8.36%	10	\$ 706.32	\$ 2,181.32	\$ 218.13	\$ 18.18	\$ 9.09	emails + receipt
C	exterior painting	2	\$ 8,285.00	8.36%	5	\$ 1,880.26	\$ 10,165.26	\$ 2,033.05	\$ 169.42	\$ 84.71	emails + checks shown
D	replace shed	2	\$ 6,297.30	8.36%	10	\$ 3,015.51	\$ 9,312.81	\$ 931.28	\$ 77.61	\$ 38.80	receipts shown + emails
E	2 new water heaters	2	\$ 5,000.00	8.36%	5	\$ 1,134.74	\$ 6,134.74	\$ 1,226.95	\$ 102.25	\$ 51.12	receipts shown
F	cost of new counters/cabinets	2	\$ 11,354.00	8.36%	10	\$ 5,436.96	\$ 16,790.96	\$ 1,679.10	\$ 139.92	\$ 69.96	receipts shown
G	tile work for kitchen	2	\$ 1,105.00	8.36%	10	\$ 529.14	\$ 1,634.14	\$ 163.41	\$ 13.62	\$ 6.81	receipt BOA
H	plumbing for kitchen	2	\$ 515.00	8.36%	10	\$ 246.61	\$ 761.61	\$ 76.16	\$ 6.35	\$ 3.17	receipt and bank shown
I	cabinet install and removal	2	\$ 2,852.86	8.36%	10	\$ 1,366.12	\$ 4,218.98	\$ 421.90	\$ 35.16	\$ 17.58	envy check and invoice shown
J	fix rotted siding / replace	2	\$ 2,507.00	8.36%	10	\$ 1,200.50	\$ 3,707.50	\$ 370.75	\$ 30.90	\$ 15.45	receipt BOA
K	installed new gutter (was ruining deck)	2	\$ 741.00	8.36%	5	\$ 168.17	\$ 909.17	\$ 181.83	\$ 15.15	\$ 7.58	payment and receipt/quote
L2	replace broken dishwasher	1	\$ 887.44	8.36%	5	\$ 201.40	\$ 1,088.84	\$ 217.77	\$ 18.15	\$ 18.15	LP APPLIANCE - CC statement
L2	replace broken dishwasher	1	\$ 948.44	8.36%	5	\$ 215.25	\$ 1,163.69	\$ 232.74	\$ 19.39	\$ 19.39	LP APPLIANCE - CC statement
N	lowes - replace broken washer	1	\$ 748.90	8.36%	5	\$ 169.96	\$ 918.86	\$ 183.77	\$ 15.31	\$ 15.31	lowes --- ONLY TO TONYA
O	home depot - replace broken dryer	1	\$ 884.49	8.36%	5	\$ 200.73	\$ 1,085.22	\$ 217.04	\$ 18.09	\$ 18.09	home depot - receipt showing paid. - ONLY TO TONYA
P	tree replacement, falling against house	2	\$ 3,200.00	8.36%	10	\$ 1,532.35	\$ 4,732.35	\$ 473.23	\$ 39.44	\$ 19.72	quote printed and receipt shown paid 3/28/22
						\$ -	\$ -	\$ -	\$ -	\$ -	

*Use the amortization table in this Attachment and the information about interest rates. Fill in columns (a) through (f) and then columns (g) through (k) will fill

Total for Base Year:

\$ 63,801.43

[add amounts in column (d)]

Annual cost for Base Year

\$ 11,141.18

\$ 11,141.18 \$ 928.43

(i) Annual Cos (j) Monthly Cost

Completed Capital Improvement and Expense Worksheet (Current Year)

This list may include any capital expenses that are still being amortized in the current year. For example, if a roof was replaced last year, the amortized portion may be counted in the current year.

(a) Item #	(b) Brief Description	(c) # of Units Impacted	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period (years)*	(g) Interest Amount	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
_____	_____	_____	\$ _____	_____ %	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Total for Current Year [add amounts in column (d)]: \$ _____

Annual Cost for Current Year [add amounts in column (i)]: \$ _____

Section 12. Blank Worksheet (Optional – Available for Petitioner Use)

Please see the attached Excel file, which provides a detailed breakdown of each capital improvement expense. I have also included supporting documentation for every item, including quotes, invoices, receipts, and relevant email correspondence.

Each of these expenditures materially improved the property, enhanced the quality and experience for the tenants, and, in my view, clearly qualifies as a legitimate capital improvement.

I have intentionally limited this submission to the most significant repairs and upgrades to the property—those that were either essential to maintain the home in proper condition or that substantially increased its value and functionality. I have not included numerous smaller expenditures, such as replacement refrigerators, faucets, and other routine improvements, even though many of those items may also be eligible.

The attached materials represent only the major capital investments I have made to preserve and improve the property.

Section 13. Owner-Performed Labor

Landlord-performed labor shall be compensated at reasonable hourly rates. However, no Landlord-performed labor shall be included as an operating expense unless the Landlord submits documentation showing the date, duration, and nature of the work performed. There shall be a maximum allowed under this provision of five percent (5%) of gross income unless the Landlord demonstrates that greater services were performed for the benefit of the residents.

Owner Performed Labor – Base Year

Date (or Range)	Hours	Hourly Rate	Units Impacted	Type of Work
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Owner Performed Labor – Current Year

Date	Hours	Hourly Rate	Units Impacted	Type of Work
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Section 14. Planned Capital Improvements

To encourage necessary capital improvements and expenses, a Landlord may include anticipated future expenses for the amortized cost of capital improvements and expenses in a fair return petition. An allowance shall be made for anticipated expenses that the Landlord intends to incur during the twenty-four month period following the date of a final Rent Program determination. This procedure should not be used for anticipated expenses for ordinary maintenance and repairs. The portion of any allowable rent increase attributable to the capital improvement and expense shall not go into effect until completion has been documented to the Rent Program.

Complete this table only if you are seeking preliminary approval for improvements you plan to complete within the next twenty-four (24) months. A rent increase cannot be granted until the improvements are completed and documentation of the cost of the improvements has been reviewed and approved by the City.

(a) Item #	(b) Brief Description and Expected Date of Completion	(c) # of Units Impacted	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period (years)*	(g) Interest Amount	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit
—	_____	—	\$ _____	____%	—	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
—	_____	—	\$ _____	____%	—	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
—	_____	—	\$ _____	____%	—	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
—	_____	—	\$ _____	____%	—	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
—	_____	—	\$ _____	____%	—	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Proposed Capital Expenses [add amounts in column (d)]: \$ _____

Annual Cost for Proposed Capital Expenses [add amounts in column (i)]: \$ _____

Section 15. Net Operating Income (NOI)

Net Operating Income = Income – Operating Expenses

	Base Year (2019)	Current Year (2025)
1. Total Annual Income	\$ <u>42,240</u>	\$ <u>52,938</u>
2. Annual Operating Expenses	\$ <u>11,454</u>	\$ <u>28,064.53</u>
3. Net Annual Operating Income	\$ <u>30,786</u>	\$ <u>24,873.47</u>
4. CPI [Annual Average CPI]	281.082	346.889
5. Percent Annual Increase in CPI Base Year to Current Year		<u>23.412</u> %
$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$		
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ <u>37,993.62</u>
$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$		
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ <u>13,120.15</u>
Line 6 – Line 3 Current Year		
8. Allowable Rent Increase/Unit/Month ³		\$ <u>546.67</u>
Line 7 ÷ 12 ÷ # of Units		

52,200
138 out per
brake

³ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete Section 18 Proposed Adjustment Worksheet.

Section 16. Monthly Rent Worksheet

List the monthly rent, including all fees, charged each tenant, for the twelve (12) months preceding the date of the petition. If the rent was raised during the twelve-month period preceding the petition, including the amount of any fees, list each rent charged and indicate the date each raise was implemented. Provide the year and amount of any unused (banked) Annual Increase Percentage (AIP), Tax Rate Rent Adjustment (prior to 2023), or New Tenancy, or any other rent increase authorized by the Rent Board that have been banked with proper notice to each tenant for future rent increases.

Unit #	Rent	AIP & New Tenant Increase	Date of Increase	AIP & New Tenant Taken (%)	AIP & New Tenant Deferred (%)	Other Charges (Please specify)	Comment
22	\$ 2274	\$	8/1/25	%	%	\$	
24	\$ 2130	\$	8/1/25	%	%	\$	has banked rent of 41.56
	\$	\$		%	%	\$	
	\$	\$		%	%	\$	
	\$	\$		%	%	\$	
	\$	\$		%	%	\$	
	\$	\$		%	%	\$	
	\$	\$		%	%	\$	

_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____

Section 17. Proposed Adjustment Worksheet

Use the worksheet below to document current and proposed rents on a per-unit basis. MNOI increases should be distributed on a per capita basis or proportionally to the square footage or costs and expenses attributed to each unit.

Indicate method of allocation: _____

Unit #	Base Period Rent Year (2019)	Date Tenancy Commenced (mm/dd/yyyy)	Initial Rent of Current Tenant/s	Date of Last Rent Increase (mm/dd/yyyy)	Rent used in Current Year Income Calculation	Rent as of Date Petition Submitted	Proposed Rent
22	\$ 1760		\$ 1760	8/1/25	\$ 2274	\$ 2274	\$ 2820.17
24	\$ 1760		\$ 1760	8/1/25	\$ 2130	\$ 2130	\$ 2676.67
	\$		\$		\$	\$	\$
	\$		\$		\$	\$	\$
	\$		\$		\$	\$	\$
	\$		\$		\$	\$	\$
	\$		\$		\$	\$	\$
	\$		\$		\$	\$	\$
	\$		\$		\$	\$	\$
	\$		\$		\$	\$	\$

_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____

Section 18. CLAIM FOR ADJUSTMENT OF BASE YEAR NET OPERATING INCOME AND ASSOCIATED RENT ADJUSTED CLAIM

The ordinance dictates that the Rent Board must presume the net operating income the landlord earned from a covered unit during calendar year 2019 yielded a fair return on investment, unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. **Complete this Section 19 and the following Sections 20 and 21 only if you are seeking an adjustment in base rent due to special or peculiar circumstances.**

Check the factors below that are applicable to your claim.

- A. **Exceptional Expenses in the Base Year.** The landlord's operating expenses in the base year were unusually high or low in comparison to other years. In such instances, adjustments may be made in calculating operating expenses in order that the base year operating expenses reflect average expenses for the property over a reasonable period of time. Check which factor(s) contributed to your claim:
 - a. Extraordinary amounts were expended for necessary maintenance and repairs
 - b. Maintenance and repair expenditures were exceptionally low as to cause inadequate maintenance or significant deterioration in the quality of services provide
 - c. Other expenses were unreasonably high or low notwithstanding the application of prudent business practices.
- B. **Exceptional Circumstances in the Base Year.** The gross income during the base year was disproportionately low due to exceptional circumstances. In such instances, adjustments may be made in calculating base year gross rental income consistent with the purpose of analyzing base year net operating income. Check which factor(s) contributed to your claim:
 - a. The gross income during the base year was lower than it might have been because some residents were charged reduced rent.
 - b. The gross income during the base year was significantly lower than normal because of the destruction of the premises and/or temporary relocation for construction or repairs.
 - c. The pattern of rent increases in the years prior to the base year were less than increases in the CPI.
- C. **Other exceptional circumstances:** (specify)

If the Rent Board determines that one or more of the above circumstances apply, the calculation of MNOI in Section 20 will be performed with an Adjusted Gross Income, and that will be substituted for the Section 16 calculations. This figure represents the income that would have been expected absent the exceptional circumstances. Options for determining Adjusted Gross Income include, but are not limited to:

- A. Base year rents charged for any comparable units in the same building.
- B. The FY 2019 Fair Market Rents for Portland, ME, reported by the US Department of Housing:⁴

Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
\$989	\$1,071	\$1,387	\$1,829	\$2,198

⁴ These values do not include the cost of utilities. If using these numbers, do not include the cost of utilities in the base year when completing the expense portion of the worksheet.

- C. An appraisal of comparable fair market rental values as of 2019 for units similar to the units that are the subject of this application which has been prepared by a Maine licensed appraiser and is attached to this application.

Actual Gross Income for 2019: \$ _____

Proposed Adjusted Gross Income for 2019: \$ _____

Briefly describe the method for obtaining the proposed income and attach any relevant documentation in support of the claim for an adjustment of base year rent.

Section 19. Income and Operating Expense Worksheet With Adjustment of Base Year

	Base Year (2019)	Current Year (2025)
Rental Income		
1. Adjusted Gross Income (with Adjusted Base Year as proposed in Section 19)	\$ _____	\$ _____
2. Portion Attributable to Vacancy	\$ _____	\$ _____
Fees (indicate what fee is for):		
3. Late fees	\$ _____	\$ _____
4. List fees, other than utilities, collected for services & amenities not included in rent	\$ _____	\$ _____
5. _____	\$ _____	\$ _____
6. _____	\$ _____	\$ _____
7. _____	\$ _____	\$ _____
Other Income (list separately by type)⁵:	\$ _____	\$ _____
8. _____	\$ _____	\$ _____
9. _____	\$ _____	\$ _____
10. _____	\$ _____	\$ _____
Fees charged by landlord for Utilities		
11. Gas	\$ _____	\$ _____
12. Electricity	\$ _____	\$ _____
13. Water	\$ _____	\$ _____
14. Sewer	\$ _____	\$ _____
15. Garbage & Recycling	\$ _____	\$ _____
Other Utilities (list separately by type):		
16. _____	\$ _____	\$ _____
17. _____	\$ _____	\$ _____
18. TOTAL INCOME	\$ _____	\$ _____
(add only lines 1 and 3-17)		

⁵ Interest earned by Landlord on Tenant security deposits, other interest or investment income.

Section 20. Calculation of Fair Return Rent Adjustment with Adjustments of Base Year Amount

Complete only if seeking an adjustment of base year rent.

	Base Year (2019)	Current Year (2025)
1. Total Annual Income	\$ _____	\$ _____
2. Annual Operating Expenses	\$ _____	\$ _____
3. Net Annual Operating Income	\$ _____	\$ _____
4. CPI [Annual Average CPI]	281.082	346.889
5. Percent Annual Increase in CPI Base Year to Current Year		_____ %
	$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$	
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ _____
	$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$	
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ _____
	Line 6 – Line 3 Current Year	
8. Allowable Rent Increase/Unit/Month ⁶		\$ _____
	Line 7 ÷ 12 ÷ # of Units	

⁶ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete Section 18 Proposed Adjustment Worksheet.

Section 21. Other Claims

Explain any other claims in support of this application and provide/attach any evidence in support of those claims. Please use additional pages as appropriate:

My goal is simply to bring the rents for my units closer to market levels so that the property reflects its true economic value, rather than continuing to be burdened by artificially depressed rental income that significantly reduces its overall market value.

I have always taken pride in being a responsible and responsive landlord. I address maintenance issues promptly, invest in regular updates, and work hard to ensure my properties remain well maintained and do not fall into disrepair, unlike many aging units in the market.

Since purchasing the property in 2015, I intentionally kept rents below market levels out of fairness to my tenants. In one case, a tenant has remained in place for the entire time (11 years now) because I chose not to raise the rent except when a unit turned over. While this approach benefited my tenants, it placed me at a disadvantage when Portland's rent control ordinance was implemented, as my rents were already significantly below market. As a result, I have been unable to adjust rents to reflect prevailing market conditions, particularly with all the upgrades I have done.

Because the value of an income-producing property is directly tied to the rental income it generates, these disproportionately low rents have materially reduced the value of my property.

In addition, I have invested more than \$63,000 in capital improvements (on top of the original renovations in 2015 which was \$40,000+), including major systems replacements and upgrades, none of which I have fully recovered through any rent increases.

At the same time, operating expenses have increased at rates far exceeding the allowable CPI-based rent adjustments. Costs for utilities, hourly lawn care rates, and snow removal rates have risen astronomically, and property taxes have also increased substantially. Despite these rising costs, my rents are only approximately 25% higher than they were seven years ago, but the expenses are 225% of what they were in the past.

I am committed to maintaining high-quality housing for my tenants, but the current restrictions make it increasingly difficult to cover the true cost of operating and improving the property.

I am also considering selling the property in the next 10 years, but the current rental rates significantly impair my ability to realize its true market value. Because the property's value is largely based on the income it generates, rents that remain well below market substantially reduce the price a prospective buyer would be willing to pay.

For example, at today's interest rates, a buyer purchasing this property at a value of at least \$700,000 and putting 20% down (\$140,000) would still face annual mortgage payments of approximately \$42,000, before accounting for property taxes, insurance, and maintenance costs. Given the current rental income and expenses, that buyer would operate at an annual cash-flow deficit of roughly \$10,000, while also having to invest \$140,000 upfront to acquire the property. My request for increased rent would basically make this a break even investment to a buyer. By contrast, a neighboring property of substantially lower quality could command a significantly higher sale price simply because its rents are closer to market levels. This illustrates how the artificially suppressed rent on this property materially reduces its market value, despite the quality of the asset and the substantial investments that have been made in maintaining and improving it.

13.A



Kevin Salvo
43 South Grafton St
Portland, ME

PROPOSAL

Price proposed for the installation of new boiler to replace the one that is there. Scope of work as follows:

- Boiler shall be a Pure Pro Trio Max boiler
- Includes 1-1/4 steel or copper piping to existing supply and returns
- 24 gauge smoke pipe will be provided with a barometric pressure damper
- HydroLevel low water cutoff shall be provided
- Honeywell triple acting aquastat shall be provided
- Honeywell mixing valve will be provided for tankless coil
- Price includes removal and disposal of existing boiler
- Any work on oil tank is excluded

PRICE: \$9,100.00

for (1)
(2) = 17 k

Payments to be made as follows: 30% upon acceptance of contract, 30% upon rough-in, 40% upon final. Final payment net 10 days after completion

*EXCLUSIONS: CONCRETE CUTTING, BORING, PATCHING, ROOF PENETRATIONS, LINE VOLTAGE, FIRE STOPPING AND FLASHING



Transaction details

CHECK #

2031

Amount

-\$17,000.00

Description

Check

Merchant name

Check

Transaction category

Cash, Checks & Misc : Checks

Front View



		Kevin Salvo 6 Fox Hall Road Palmouth, ME 04106	2031 11/4/25
Pay to the Order of	Woodville Property & Heating	\$ 17,000.00	
Seventeen Thousand and 00/100		Dollars	
Bank of America		South Grafton St	
For	Grafton furnace (2)		
⑆01⑆200365⑆458002978229⑆2031⑆			

Back View



KEVIN T SALVO | Account # 4580 0297 8229 | November 6, 2025 to December 9, 2025

[Check images](#)

Account number: 4580 0297 8229

Check number: 2031 | Amount: \$17,000.00


 Steven Davis
 6 Fox Hall Place
 Portsmouth, ME 04105

11/4/25

Pay to the Order of Woodville Property + Heating \$ 17,000.00
Seventeen Thousand and 00 100 100ths Dollars 0 100ths

Write Off Account: South Grafton St

For: Griffin, James (J) had

⑆011200356⑆ 458002978229⑆ 2031

12.13

K S <kevinsalvo@gmail.com>

GEORGE R ROBERTS Transaction Receipt - Reference Number 285097094

GEORGE R ROBERTS <notifications@paytrace.com>
Reply-To: rcormier@georgerobertsco.com
To: kevinsalvo@gmail.com

Thu, Sep 26, 2019 at 10:34 AM

**GEORGE R ROBERTS CO &
THE STEP GUYS
GEORGE R ROBERTS
192 BIDDEFORD RD
ALFRED, ME 04002
207-324-6571**

9/26/2019 10:33:03 AM

Reference Number: 285097094
Total: \$960.00
Transaction Type: Sale
Transaction Status: Pending Settlement
Card Type: Visa
Card Number: xxxxxxxxxxxx2883
Entry Method: Keyed
Approval Code: 09086C
Approval Message: AP
CSC Result: Match
Customer Name: Kevin Salvo
Invoice: 3297

X

Please sign here to agree to payment.



K S <kevinsalvo@gmail.com>

GEORGE R ROBERTS Transaction Receipt - Reference Number 277387170

GEORGE R ROBERTS <notifications@paytrace.com>

Tue, Aug 6, 2019 at 11:24 AM

Reply-To: rcormier@georgerobertsco.com

To: kevinsalvo@gmail.com

GEORGE R ROBERTS CO &
THE STEP GUYS
GEORGE R ROBERTS
192 BIDDEFORD RD
ALFRED, ME 04002
207-324-6571

8/6/2019 11:23:00 AM

Reference Number: 277387170

Total: \$515.00

Transaction Type: Sale

Transaction Status: Pending Settlement

Card Type: Visa

Card Number: xxxxxxxxxxxx2883

Entry Method: Keyed

Approval Code: 09022C

Approval Message: AP

CSC Result: Match

Customer Name: Kevin Salvo

Invoice: 3202

X

Please sign here to agree to payment.



K S <kevinsalvo@gmail.com>

RE: step replacement

Adam Lewis <alewis@stepguys.com>

Mon, May 6, 2019 at 1:19 PM

To: K Salvo <kevinsalvo@gmail.com>

Hi Kevin,

Couple options..

Quote..

Delivered/Installed

Edwina(plain gray)

5' 3R 42" \$995

Rockafella (faux granite)

5' 3R 42" \$1321

Zeb (real fieldstone)

5' 3R 42" \$1714

Rails..full set, both sides

3 options \$600-1000

Removal of existing step \$200

Please feel free to get back to me any time

Best,

Adam

207 604 6672

From: K Salvo [mailto:kevinsalvo@gmail.com]
Sent: Monday, May 6, 2019 1:04 PM
To: Stepguys Info <info@stepguys.com>
Cc: Stacy Salvo <stacysalvo@gmail.com>
Subject: step replacement

Hi,

I attached a pic below - this is of my property in portland, ME. Do you guys offer services in this area?

Can you please supply me with some quotes on what it would cost to remove my old steps, and re-install new ones ... I noticed you offer plenty of options

Please get back to me

Thanks

- Kevin

Sent from my iPhone

13.c

April 25, 2020

Kevin & Stacy Salvo
24 South Grafton
Portland, ME 04105

Kevin & Stacy,

Here is the estimate for painting the exterior of your building located at 24 South Grafton, Portland.

Scope of work to be completed.

- Clean all areas to remove mildew, dirt and lose paint. This is usually done 3-4 days before we start painting. We use only water to clean your house. If there is mildew present we will apply a mild bleach and water solution to the mildewed areas, then rinse.
- Remove shutters, prime, paint and rehang when completed.
- Scrape all loose and peeling paint from all surfaces.
- Prime any bare or stained wood with proper primer.
- Caulk all cracks and holes with 55-year latex caulking.
- Renail any loose clapboards or trim with galvanized nails.
- If we find any damaged or rotting wood we can replace it at your request. I will show you the problem area and we will both decide what steps should be taken to fix the problem. All repairs are at a rate of \$55 per hour plus materials.
- Apply two coats premium latex solid stain/paint to all clapboards. Solid Stain/ paint will be applied by brush or low-pressure spray and brush application. We spray the paint under low pressure to the clapboards then we immediately use a brush to work the paint into the wood. This allows for a uniform coating and finish. We can put it on a little thicker so it will last longer.
- Apply one coat premium latex semi-gloss or satin to all trim including doors.
- All decks and stairs will be painted or coated in a clear finish.
- Bulkhead will be scraped, primed and painted.

- Any exposed windows will be repainted. Any windows under storm windows will not be painted.
- Any wood windows under screens will be repainted.
- Remove storm windows, remove loose glazing, prime bare areas, reglaze, and apply one coat semi-gloss to whole window.
- All work is to be completed to PDCA (Painters Decorators Contractors of America) standards
- All extra work is at a rate of \$50.00 per hour plus materials.
- Owner's choice of colors and brand of paint.

Total cost of labor and materials to complete above. \$8,650.00

Family & friends discount total cost of labor and materials \$7,880.00

No money is due until the job is completed and you are satisfied.

Work can be completed this summer.

Work will take 4-5 working days to complete.

Please call me if you have any questions 282-9093.

Thank you,

Kim Cochrane
Biddeford Painting
48 Elm Street
Biddeford, ME 04005

Payment due on completion of job. Any amounts not paid when due shall bear interest at the rate of 1.5% per month and customer shall be liable for all costs of collection, including attorney's fees.

Certificates of Workers Compensation, General Liability Insurance & References available upon request.

Extra
Docs

Deposits and other additions

Date	Description	Amount
08/31/20	Online Banking transfer from CHK 5491 Confirmation# 7188077561	1,400.00
09/02/20	VENMO DES:CASHOUT ID:4368628568 INDN:KEVIN SALVO CO ID:5264681992 PPD	925.00
09/04/20	BKOFAMERICA MOBILE 09/04 3788218247 DEPOSIT *MOBILE ME	1,600.00
09/08/20	VENMO DES:CASHOUT ID:4387401001 INDN:KEVIN SALVO CO ID:5264681992 PPD	244.53
Total deposits and other additions		\$4,169.53

Withdrawals and other subtractions

Date	Description	Amount
08/11/20	Nicolas Warchol Bill Payment	-160.00
08/17/20	Biddeford Painting Bill Payment	-8,285.00
08/21/20	City of Portland DES:CITY OF PO ID:711660 INDN:Stacy Salvo CO ID:2331872850 WEB	-37.89
08/28/20	RF Tile, Inc Bill Payment	-1,105.00
08/28/20	Woodville Plumbing Bill Payment	-515.00
09/08/20	CHASE CREDIT CRD DES:AUTOPAY ID:000000000549138 INDN:SALVO KEVIN CO ID:4760039224 PPD	-49.99
09/09/20	Online Banking transfer to CHK 5491 Confirmation# 1465832319	-244.53
Total withdrawals and other subtractions		-\$10,397.32

- PAINT
- TILE
- Plumber

What's on your mind?

When you join the Bank of America® Advisory Panel, you can help us understand what you like and don't like.
Enter code **CADD** at bankofamerica.com/AdvisoryPanel to learn more and join.

Inclusion on the Advisory Panel subject to qualifications.

SSM-06-20-0180A2 | 3104242

September 2020

S	M	T	W	T	F	S
30	31	1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	1	2	3
4	5	6	7	8	9	10

New Balance
\$7,450.17
Minimum Payment Due
\$74.00
Payment Due Date
09/10/20

ULTIMATE REWARDS® SUMMARY

Previous points balance	20,597
+ 1 Point per \$1 earned on all purchases	7,451
+ 1 Point per \$1 earned on dining	0
+ 1 Point per \$1 earned on travel	0

Total points available for redemption 28,048

Start redeeming today. Visit Ultimate Rewards® at
www.ultimaterewards.com

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a late fee of up to \$37.00.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Only the minimum payment	19 years	\$15,850
\$259	3 years	\$9,342 (Savings=\$6,508)

If you would like information about credit counseling services, call 1-866-797-2885.

ACCOUNT SUMMARY

Account Number: 4147 2021 2871 6246

Previous Balance	\$7,388.32
Payment, Credits	-\$7,388.32
Purchases	+\$7,450.17
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$7,450.17
Opening/Closing Date	07/14/20 - 08/13/20
Credit Access Line	\$19,000
Available Credit	\$11,549
Cash Access Line	\$3,800
Available for Cash	\$3,800
Past Due Amount	\$0.00
Balance over the Credit Access Line	\$0.00

YOUR ACCOUNT MESSAGES

Your next AutoPay payment for \$7,450.17 will be deducted from your Pay From account and credited on your due date. If your due date falls on a Saturday, we'll credit your payment the Friday before.

0000001 FIS33339 D 9
0444

Y 9 13 20/08/13

Page 1 of 2

06530 MA MA 03726 22610000090000372601



414720212871624600007400007450170000000008

P.O. BOX 15123
WILMINGTON, DE 19850-5123
For Undeliverable Mail Only

AUTOPAY IS ON
See Your Account
Messages for details.

Payment Due Date:
New Balance:
Minimum Payment:

Account number: 4147 2021 2871 6246

\$ _____ Amount Enclosed
AUTOPAY IS ON

03726 BEX 9 22620 D
KEVIN SALVO
6 FOX HALL RD
FALMOUTH ME 04105-2044

CARDMEMBER SERVICE
PO BOX 1423
CHARLOTTE NC 28201-1423

YOUR ACCOUNT MESSAGES (CONTINUED)

Your AutoPay amount will be reduced by any payments or merchant credits that post to your account before we process your AutoPay payment. If the total of these payments and merchant credits is more than your set AutoPay amount, your AutoPay payment for that month will be zero.

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
PAYMENTS AND OTHER CREDITS		
08/10	AUTOMATIC PAYMENT - THANK YOU	-7,388.32
PURCHASE		
07/16	RGP*The Turf Doctor LLC 207-6226600 ME	90.20
07/17	HOMEDEPOT.COM 800-430-3376 GA	439.94
07/29	SHED HAPPENS 207-4947546 ME	5,297.30
08/04	SPECTRUM 855-707-7328 NC	69.99
08/04	LOWES #01946* PORTLAND ME	464.52
08/04	LOWES #01946* PORTLAND ME	231.05
08/04	THE HOME DEPOT #2412 WINDHAM ME	786.97
08/10	RGP*The Turf Doctor LLC 207-6226600 ME	90.20

2020 Totals Year-to-Date

Total fees charged in 2020	\$95.00
Total interest charged in 2020	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	15.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	24.74%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	15.24%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

(v) = Variable Rate

(d) = Daily Balance Method (including new transactions)

(a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

August 2020						
S	M	T	W	T	F	S
26	27	28	29	30	31	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

New Balance
\$7,388.32
Minimum Payment Due
\$73.00
Payment Due Date
08/10/20

ULTIMATE REWARDS® SUMMARY

Previous points balance	13,315
+ 1 Point per \$1 earned on all purchases	7,282
+ 1 Point per \$1 earned on dining	0
+ 1 Point per \$1 earned on travel	0

Total points available for redemption 20,597

Start redeeming today. Visit Ultimate Rewards® at
www.ultimaterewards.com

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a late fee of up to \$37.00.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Only the minimum payment	19 years	\$15,724
\$257	3 years	\$9,264 (Savings=\$6,460)

If you would like information about credit counseling services, call 1-866-797-2885.

ACCOUNT SUMMARY

Account Number: 4147 2021 2871 6246

Previous Balance	\$646.48
Payment, Credits	-\$646.48
Purchases	+\$7,293.32
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	+\$95.00
Interest Charged	\$0.00
New Balance	\$7,388.32
Opening/Closing Date	06/14/20 - 07/13/20
Credit Access Line	\$19,000
Available Credit	\$11,611
Cash Access Line	\$3,800
Available for Cash	\$3,800
Past Due Amount	\$0.00
Balance over the Credit Access Line	\$0.00

1) she I deposit
2) slow 8%

YOUR ACCOUNT MESSAGES

Your next AutoPay payment for \$7,388.32 will be deducted from your Pay From account and credited on your due date. If your due date falls on a Saturday, we'll credit your payment the Friday before.

0000001 FIS33339 D 6
0444

Y 9 13 20/07/13

Page 1 of 2

06530 MA MA 03777

19510000080000377701



P.O. BOX 15123
WILMINGTON, DE 19850-5123
For Undeliverable Mail Only

AUTOPAY IS ON
See Your Account
Messages for details.

Payment Due Date:
New Balance:
Minimum Payment:

08/10/20
\$7,388.32
\$73.00

Account number: 4147 2021 2871 6246

\$ _____ Amount Enclosed
AUTOPAY IS ON

03777 BEX 9 19520 D
KEVIN SALVO
6 FOX HALL RD
FALMOUTH ME 04105-2044

CARDMEMBER SERVICE
PO BOX 1423
CHARLOTTE NC 28201-1423

YOUR ACCOUNT MESSAGES (CONTINUED)

Your AutoPay amount will be reduced by any payments or merchant credits that post to your account before we process your AutoPay payment. If the total of these payments and merchant credits is more than your set AutoPay amount, your AutoPay payment for that month will be zero.

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
PAYMENTS AND OTHER CREDITS		
06/30	LOWES #01946* PORTLAND ME	-7.38
06/30	THE HOME DEPOT 2401 PORTLAND ME	-4.09
07/10	AUTOMATIC PAYMENT - THANK YOU	-635.01
PURCHASE		
06/19	SHED HAPPENS SAGO ME	1,000.00
06/19	ENCORE LIVE PRESENT... WWW.ENCORELIV.TX	200.00
06/21	LOWES #01946* PORTLAND ME	5.25
06/22	STONE SURFACE 2076473611 ME	5,114.75
06/22	GAGNE AND SON WESTBROOK ME	36.86
06/22	RGP*The Turf Doctor LLC 207-6226600 ME	373.35
06/23	GAGNE AND SON WESTBROOK ME	73.72
06/23	LOWES #01946* PORTLAND ME	23.17
06/23	THE HOME DEPOT 2401 PORTLAND ME	4.09
06/30	THE HOME DEPOT 2401 PORTLAND ME	392.14
07/05	SPECTRUM 855-707-7328 NC	69.99
FEES CHARGED		
07/01	ANNUAL MEMBERSHIP FEE	95.00
	TOTAL FEES FOR THIS PERIOD	\$95.00

2020 Totals Year-to-Date	
Total fees charged in 2020	\$95.00
Total interest charged in 2020	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your Annual Percentage Rate (APR) is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	15.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	24.74%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	15.24%(v)(d)	- 0 -	- 0 -

30 Days in Billing Period

(v) = Variable Rate
(d) = Daily Balance Method (including new transactions)
(a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.



K S <kevinsalvo@gmail.com>

Re: 10x16 shed - looking to finalize

K S <kevinsalvo@gmail.com>

Wed, Jun 17, 2020 at 5:08 PM

To: Heather Doherty <heather@shedhappens.com>

I'll call you Tommorrow to do it. Just have to decide which one. Thanks. This is a 4week lead right?

On Wed, Jun 17, 2020 at 5:06 PM Heather Doherty <heather@shedhappens.com> wrote:

Hi Kevin,

I'm getting ready to leave for the day. Just wanted to follow up with you before I left.

Is this something you wanted to put a deposit down on today ?

Heather

Shed Happens, Inc.

On 6/17/2020 4:16 PM, K S wrote:

How wide are the lofts? 3 feet? I just measured my current and it's 3. Just confirming?

On Wed, Jun 17, 2020 at 3:27 PM Heather Doherty <heather@shedhappens.com> wrote:

1. It would look more like the one on the red building.
2. The Trim is a light brown- Its primed and ready to be painted.
3. You could call with deposit. that would be fine!

Heather

Shed Happens, Inc.

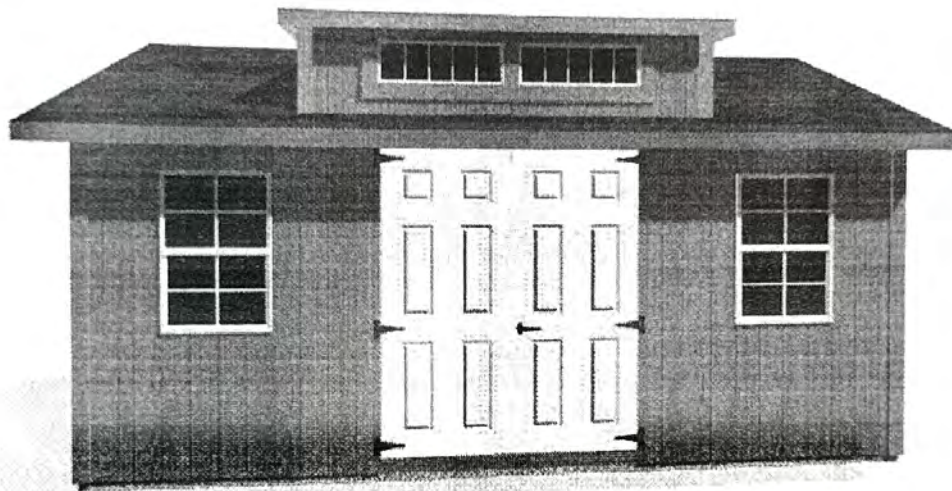
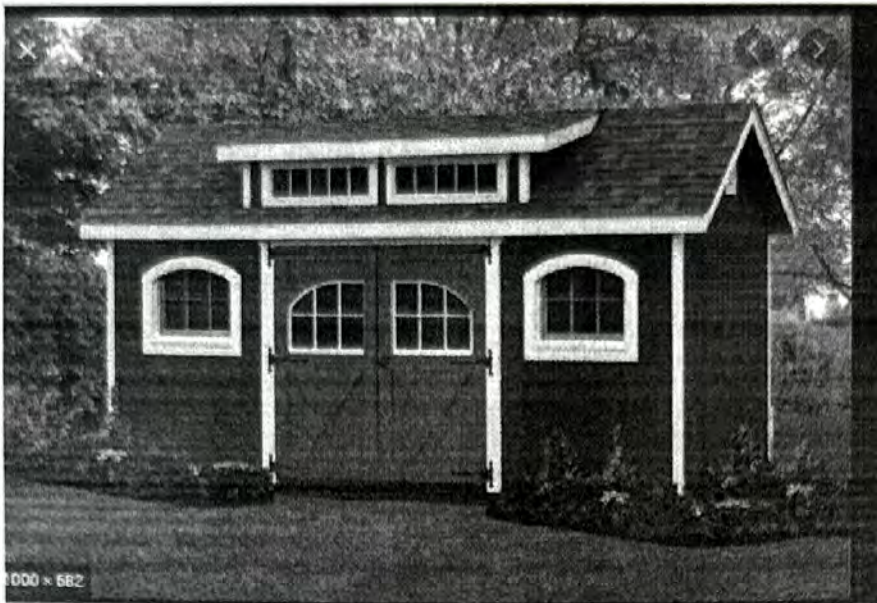
On 6/17/2020 3:07 PM, K S wrote:

ok ... last 3 questions ..

1) if I went the dormer route ... would it look more like this red one than grey one? Trying to get a feel of what a 5 foot dormer would look like do you think this would allow similar light without having a potentially blocked transom window over a loft?

2) The trim lines on the shed. My actual shed (at my primary house that you guys did) has white trim all around ... will this be the same? When I use your 3D shed thing it shows the trim as the same color as the siding

3) if I chose one of these, can I just call for the deposit or do I have to come down to sign today?



On Wed, Jun 17, 2020 at 2:54 PM Heather Doherty <heather@shedhappens.com> wrote:

Hi Kevin- Yes! My husband removed your shed yesterday and said it wouldn't require sitework but if you wanted to have a crushed stone pad under it we can totally do that. He gave me a price of \$985 again... not needed but we are able to if you would like us to.

Please see below:

10 x 16 Extended Gable: \$4,319.00

Upgraded Vinyl Doors: \$210.00

Window Trim (2 windows) : \$70.00

Loft: \$65.00

(2) 5' Transoms on Gable Ends: \$400.00

Transom windows in doors: \$200.00

Subtotal: \$5,264.00

Tax: \$289.52

Total: \$5,553.52

or

10 x 16 Extended Gable Smartside: \$4,319.00

Upgraded Vinyl doors: \$210.00

Window Trim (2 windows): \$70.00

Loft: \$65.00

Transoms in doors: \$200.00

5' Shed dormer w/ transoms: \$650.00

Subtotal: \$5,514.00

Tax: \$303.27

Total: \$5,817.27

Heather

Shed Happens, Inc.

On 6/17/2020 2:39 PM, K S wrote:

Heather,

I'd like to finalize something today ...

So basically my original work order (attached) with the extended gable, with 5' vinyl door + 2 window trims came out to 4599 + tax additional add ons I think were 2 transoms (\$200 each) and a loft on one side (\$65) - i thought we talked about having those on there but I don't see it on the work order so little confused there ... that would put me at like \$465 on top of 4599? Is that correct? And if I wanted the transoms IN the doors, thats \$200 more .. so $665 + 4599 = 5264 + \text{tax}$... confirm?

Alternatively - how much would it be to do the same things - except have this dormer with transoms (see photo) instead of having the two transom windows on the ends - having everything else the same (loft/windows etc)

Please get back to me or give me a call 508-423-9677

Also - one of your guys took my old shed yesterday, so you have a pretty good idea of the site ... how much site work needs to be done for this ?



shed

On Mon, Jun 15, 2020 at 3:40 PM Heather Doherty <heather@shedhappens.com> wrote:

Hi Kevin,

So sorry the phones have been off the hook today!

The transoms in the doors are an additional \$200.00

Heather

Shed Happens, Inc.

On 6/15/2020 12:40 PM, K S wrote:

Heather ,

Just tried to call you. Had a couple questions -- such as the cost of upgrades for the door with the transom in it (i have that on my current shed at my primary home). I'd like to get this finalized today.

Thanks

- Kevin

On Fri, Jun 12, 2020 at 7:09 PM Heather Mcleese <heather@shedhappens.com> wrote:
Yes exactly: and I don't have any interior photos!

Sent from my iPhone

On Jun 12, 2020, at 2:36 PM, K S <kevinsalvo@gmail.com> wrote:

Ok hmm.

Would the loft on one side go under the transom window? So the window would be above the loft?

Do you have any photos of ones like this? Interior wise?

On Fri, Jun 12, 2020 at 1:59 PM Heather Doherty
<heather@shedhappens.com> wrote:

Hi Kevin!

Mike said " we got one in before, we'll get it in again" haha no need for a site review.

we can add a loft for sure. it would be an additional \$65 and would not affect the transom but if things are stored up there it may block out some light. Alot of people do get a loft!

see photo below of what I was talking about in regards to locking.

<inkgbplpnechdheo.png>

Heather

Shed Happens, Inc.

On 6/12/2020 12:30 PM, K S wrote:

Additional questions:

1) is there any reason for someone to come check out where it would be going (to ensure you can get it there) ... its up a driveway which is 2-6 feet wider than the shed, but its against a chain link fence and on a dead end so its a little tricky. I saw how you delivered my previous shed so you definitely had alot of tricks , just wanted to be 100% sure I could GET the shed there before I paid to build it

2) My other shed (extended gable) from you has a small "loft" area so I can store things on one side. Is this something you would recommend typically for extended gable, if so how much extra is that? And how would that affect the transom window situation

3) revising my door lock question from before. Is there a combo lock option sold anywhere? Me putting a lock around door handle wont solve anything because it doesnt actually keep you from opening the door if its unlocked.

Please get back to me today so I can place order etc.

- Kevin

On Thu, Jun 11, 2020 at 4:16 PM K S

<kevinsalvo@gmail.com> wrote:

How do you add a deadbolt combo to one of those? I'm looking at mine now and I don't even see how I could lock this

On Thu, Jun 11, 2020 at 3:20 PM Heather Doherty

<heather@shedhappens.com> wrote:

Hi Kevin,

My assumption is that you went into the sheds on our lot that are from PA. (Homestead structures not shed happens built)

The smart side price comes primed and ready to paint, however we don't paint them. That is left up to the customer.

These do have key locks but if you left it unlocked and just added the deadbolt combo lock that would work!

Heather

Shed Happens, Inc.

On 6/11/2020 2:49 PM, K S wrote:

Heather. I was in there earlier today about the shed. Few more questions.

1) I walked in a couple on the way out. Both did not have that orange flooring or the silver insulation lining? Why is that?

2) so with a smart side (or pine) is paint color included or is that additional? Is my quote for no color to be painted?

3) door handles. Current my old shed has one of those old clasps that I can put a combo lock on. These have keys correct? Do they sell anything so I could put a combo lock on it instead of having keys? Or is there another solution I'm not thing of?

Gmail - Re: 10x16 shed - looking to finalize
Thanks for your help

Kevin

Heather Doherty

Sales & Marketing Director

730 Portland Road • Saco, Maine 04072

Shed Happens, Inc.

 207.415.8677

 207.494.7546

 Heather@shedhappens.com

 www.shedhappens.com

Heather Doherty

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 www.shedhappens.com

Riser Home Solutions
152 Portland Rd
Gray, ME 04039-9503
+12075170988
sales@riserhomesolutions.com
www.RiserHeatPumps.com

Invoice 2087



BILL TO

Kevin Salvo
24 South Grafton St
Portland, Maine

DATE
05/12/2023

PLEASE PAY
\$0.00

DUE DATE
05/12/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Bradford White Water Heater	Heat Pump Hybrid Water Heater Bradford White 50 Gal water heater Condensate drain will be drilled through slab to drain into the ground, we can add a condensate pump for \$850 (there is an \$850 from Efficiency Maine that is factored into this price)	1	2,000.00	2,000.00
	Electrical	Electrical Disconnect Materials & Labor	1	500.00	500.00

Ways to pay

BANK

PAYMENT 2,500.00

TOTAL DUE \$0.00

View and pay

THANK YOU.

Thank You For Your Business!

Sign in 

BALANCE DUE

\$0.00

We sent you and the business a
confirmation email

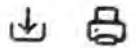


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confidential

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**Riser Home Solutions**

Invoice	2087
Due date	May 12, 2023
Invoice amount	\$2,500.00

[View invoice](#)**Business details**

Email: sales@riserhomesolutions.com



 Information is protected and kept confidential

Feedback

Riser Home Solutions
152 Portland Rd
Gray, ME 04039-9503
+12075170988
sales@riserhomesolutions.com
www.RiserHeatPumps.com

Invoice 2086



BILL TO

Kevin Salvo
22 South Grafton St
Portland, Maine

DATE
05/12/2023

PLEASE PAY
\$0.00

DUE DATE
05/12/2023

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Bradford White Water Heater	Heat Pump Hybrid Water Heater Bradford White 50 Gal water heater Condensate drain will be drilled through slab to drain into the ground, we can add a condensate pump for \$850 (there is an \$850 from Efficiency Maine that is factored into this price)	1	2,000.00	2,000.00
	Electrical	Electrical Disconnect Materials & Labor	1	500.00	500.00

Ways to pay

BANK

PAYMENT 2,500.00

TOTAL DUE \$0.00

View and pay

THANK YOU.

Thank You For Your Business!



Sign in 



Riser Home Solutions

Invoice	2086
Due date	May 12, 2023
Invoice amount	\$2,500.00

[View invoice](#)



Business details

Email: sales@riserhomesolutions.com



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 Information is protected and kept confidential

Feedback

Stone Surface
9 Lakes Plaza Dr
Naples, ME 04055
207-647-3611

13.F



Stone Surface
Creative Kitchen & Bath
(207) 647-3611
www.stonesurface.net

INVOICE

BILL TO

Kevin Salvo
Portland, ME

INVOICE # 2020INV-5044
DATE 06/22/2020
DUE DATE 08/14/2020
TERMS Due on receipt

DESCRIPTION	QTY	RATE	AMOUNT
Supply and deliver Koch cabinets: Savannah shaker full overlay door style with white paint on maple Cabinetry includes the following- - Plywood box construction - Dovetailed drawer boxes - Soft/self close hinges and drawer glides - (2) Standard 30" tall wall cabinets - Range and refrigerator bridge cabinets - Blind corner wall cabinet - Wall end panel with attached deco end - Asymmetrical corner base with full depth fixed shelf and piano hinged door - 12" Standard base - 24" Standard sink base - (2) End panels - 1w/attached deco panel - Fillers, toe kick, crown molding, and touch-up kit	2	3,450.00	6,900.00
Template, Fabricate and Install IQ: Cararra Balagna quartz counter tops including optional 4" back splash, sink prep, eased edge and 15 year sealer.	2	1,275.00	2,550.00
Supply and Mount 18 gauge small professional style single bowl stainless steel sink	2	200.00	400.00

Thank you for choosing Stone Surface! We appreciate your business!

SUBTOTAL	9,850.00
TAX (5.5%)	379.50
TOTAL	10,229.50
DEPOSIT	5,114.75
BALANCE DUE	\$5,114.75



K S <kevinsalvo@gmail.com>

Your Single Transaction Alert from Chase

Chase <no.reply.alerts@chase.com>
To: kevinsalvo@gmail.com

Fri, Nov 6, 2020 at 3:25 PM

This is an Alert to help you manage your credit card account ending in 6246.

As you requested, we are notifying you of any charges over the amount of (\$USD) 1.00, as specified in your Alert settings. A charge of (\$USD) 5,114.75 at STONE SURFACE has been authorized on Nov 6, 2020 at 3:25 PM ET.

Do not reply to this Alert.

If you have questions, please call the number on the back of your credit card, or send a secure message from your Inbox on www.chase.com.

To see all of the Alerts available to you, or to manage your Alert settings, please log on to www.chase.com.



K S <kevinsalvo@gmail.com>

Your Single Transaction Alert from Chase

Chase <no.reply.alerts@chase.com>
To: kevinsalvo@gmail.com

Fri, Nov 6, 2020 at 3:25 PM

This is an Alert to help you manage your credit card account ending in 6246.

As you requested, we are notifying you of any charges over the amount of (\$USD) 1.00, as specified in your Alert settings. A charge of (\$USD) 5,114.75 at STONE SURFACE has been authorized on Nov 6, 2020 at 3:25 PM ET.

Do not reply to this Alert.

If you have questions, please call the number on the back of your credit card, or send a secure message from your Inbox on www.chase.com.

To see all of the Alerts available to you, or to manage your Alert settings, please log on to www.chase.com.

RF Tile, Inc.

9 Sokokis Circle

Topsham, ME 04086

Invoice

13.6

BILL TO

28 Roger's Trail

Falmouth, ME 04105

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
1524	08/20/2020	\$0.00	09/04/2020	Net 15	

DESCRIPTION	QTY	RATE	AMOUNT
mapei ultralite mortar 25lb	1	45.00	45.00
mapei ultracolor fa 25lb color: white	1	40.00	40.00
mapei acrylic caulk 10oz color: white	1	20.00	20.00
kitchen splashes		1,000.00	1,000.00

***22 South Grafton St. Duplex

PAYMENT

1,105.00

BALANCE DUE

\$0.00

PAID

✓ Payments Submitted



RF Tile, Inc
RF Tile, Inc.
*Envy



Your \$1,105.00 payment from BB South Grafton 8229 *8229 has been submitted.

[View Details](#)

Memo Salvo - Envy - South Grafton St

Confirmation QNCKG-31F72

Your check may be cashed, and the money withdrawn, before, on, or after August 28, 2020.

PAPER CHECK 

DELIVER BY

**August
28**

(Estimated)

13.4

Invoice

August 23, 2020



Woodville Plumbing and Heating

7 woodmere Road, Portland Maine 04103
207-756-9725
Robjimino@yahoo.com

Envy Construction

22/24 Grafton St
Portland, ME

Work Completed: Install 2 new kitchen faucets - New pvc drainage for 2 kitchen sinks as well as 2 dishwashers

DESCRIPTION	AMOUNT
Trip charge	\$ 35.00
Material	\$ 225.00
Labor (3 @ \$95)	\$ 255.00
Total	\$ 515.00

Please make checks payable to Woodville Plumbing

THANK YOU FOR YOUR BUSINESS!

13. I

Envy Construction

46 Gray Rd

Falmouth, ME 04105-2020

+12072320351

Nick@Envyconstruction.com

Envyconstruction.com



INVOICE

BILL TO

Kevin & Stacy Salvo

6 Fox Hall Rd

Falmouth, Maine 04105

INVOICE # 1144

DATE 08/05/2020

DUE DATE 09/04/2020

DESCRIPTION

Hours

Mikey: 8/4

Hours

Mikey: 8/5

Hours

Steve: 8/5

Expense: Disposal

Disposal

Material: Material

Tile

Hours

Mikey: 8/14

Hours

Andrew: 8/14

QTY	RATE	AMOUNT
8	65.00	520.00
8	65.00	520.00
8	65.00	520.00
1	0.00	0.00
1	252.86	252.86
8	65.00	520.00
8	65.00	520.00

PAID

PAYMENT

2,852.86

BALANCE DUE

\$0.00

Grattan
Kitchen Reno's



Envy Construction

Invoice	1144
Due date	September 4, 2020
Invoice amount	\$2,852.86

[View invoice](#)



We sent you and the business a confirmation email



 Information is protected and kept confidential

Business details

Email: Nick@Envyconstruction.com



 Information is protected and kept confidential

13.5

That Guy 207

Windham, ME, UNITED STATES

✉ That_Guy207@yahoo.com

Payment activity

Date 5/31/19 Total \$2,105.00
paid

402
2507

↓ **Download invoice**

Invoice #0080

**\$0.00**

Issued: May 23, 2019

That Guy 207

Paid

That_Guy207@yahoo.com

159 Albion, Windham, ME 04062,
UNITED STATES

Bill to

ke*****@gmail.com

Note from seller

Thank you for your business

Items**Siding****\$502.00**

1 x \$502.00

Siding on back left beneath porch + sheathing
replacement

Trim**\$775.00**

1 x \$775.00

Rotted fascia and soffit replacement

Front Siding**\$500.00**

1 x \$500.00

Right side above entrance

Disposal**\$80.00**

1 x \$80.00

Disposal Fees

Painting**\$248.00**

1 x \$248.00

Paint and prime of all replaced boards

Subtotal**\$2,105.00****Total****\$2,105.00**Powered by  **PayPal**Copyright 1999-2026 PayPal. All rights reserved. [PayPal Privacy](#)Help us improve this experience [Share feedback](#)

That Guy 207 Windham, ME, UNITED STATES That_Guy207@yahoo.com**Payment activity**Date 10/14/19 Total \$402.00
paid **Download invoice**

Invoice #0086

**\$0.00**

Issued: Oct 14, 2019

That Guy 207

That_Guy207@yahoo.com

Paid

159 Albion, Windham, ME 04062,
UNITED STATES**Bill to**

ke*****@gmail.com

Note from sellerThank You for you continued business! Please keep That Guy 207
in mind for plowing services this winter.**Items**

Oct 14, 2019

Siding**\$260.00**

4 x \$65.00

Replaced siding at owners request, includes paint/stain



We currently use cookies to improve and customize your experience on our site. If you accept, we'll also use marketing cookies to show you personalized ads.

[Manage your cookies and learn more.](#)



Yes, I accept

No, I decline

Subtotal	\$402.00
Total	\$402.00

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Help us improve this experience [Share feedback](#)



We currently use cookies to improve and customize your experience on our site. If you accept, we'll also use marketing cookies to show you personalized ads. [Manage your cookies and learn more.](#)

Contract Date 5 / 18 / 20
Estimator David Vincent

Contract

12.12

GutterPro

1199 Broadway, South Portland Maine 04106

Office: (207) 899-2561

Email: info@gutterpro.me.com

Customer Stacy Salvo
Job Address 22 South Grafton St, Portland
Phone # 650-4305
Email _____

5 Year Workmanship Warranty - Warranty covers leaks from joints and from backside of gutter where it meets trim board. Does not cover from ice freezing in gutter or ice dams. Home owner is responsible for keeping gutter system clean of debris. Any cleaning of gutters is an extra charge of \$164.00 minimum. Warranty does not cover any acts of God.

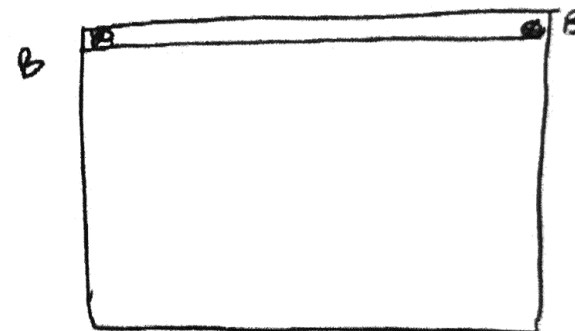
K-Style Gutter Size: 5" ☒ 6" ☐ RainMaxx: ☐
Color: White 42 FT
Material: Aluminum ☐ Copper ☐ Steel ☐

Downspout Size: 2x3 ☒ 3x4 ☐ 3" Corrugated ☐
Color: White 1 story 2 2 story
Material: Aluminum ☒ Copper ☐ Steel ☐

Gutter Removal: _____ FT Metal Plastic Wood
Shadow Blocking (PVC): _____ FT 1x2 1x3 1x4 _____ x _____ FLUSH
Leaf Cover: Option FT Standard Micro Cover: _____ FT Valor _____ FT
Gutter Cleaning: _____ FT
Fascia Replacement: _____ FT PVC or PrePrime
Trim Cap: _____ FT Color: _____

Notes: _____
Seamless Gutter \$573.00
Leaf Cover \$168.00

Diagram:



Front

Proposed Price:

Terms full payment 10 days from date of completion. Failure to pay on time results in a 1.5% monthly interest rate. By signing customer agrees to location of downspouts.

GutterPro's Acceptance

Date

Customer's Acceptance

Date

Customer's Acceptance

Date

Just in:

\$-4.000

\$-8.000

\$-12.000

\$0

Business Income

\$26,658

Business Spending

JAN FEB MAR APR MAY JUN JUL AUG SEP OCT NOV DEC

Contract labor

Transactions as of 12:06 PM 11/3/21

Business Account: All Last year Tags: (0) Search transactions

DATE	TRANSACTION	AMOUNT	TYPE	CATEGORY	TAGS
11/6/20	Stone Surface CREDIT CARD 6246	\$5,114.75	Business	Contract labor	1
8/26/20	R1 Tile Bill Grafton Street - 6229	-\$1,105.00	Business	Contract labor	1
8/18/20	IN *GUTTERPRO INC. CREDIT CARD 6246	-\$741.00	Business	Contract labor	0 + Add tags
8/17/20	Biddleford Painting Bill Grafton Street - 6229	-\$8,285.00	Business	Contract labor	0 + Add tags
7/29/20	SHED HAPPENS CREDIT CARD 6246	-\$5,297.30	Business	Contract labor	0 + Add tags
6/22/20	STONE SURFACE CREDIT CARD 6246	-\$5,114.75	Business	Contract labor	1
6/19/20	SHED HAPPENS CREDIT CARD 6246	-\$1,000.00	Business	Contract labor	0 + Add tags

That's all the data we have. Import more transactions from your bank.

113 L1 L2

May 2021						
S	M	T	W	T	F	S
25	26	27	28	29	30	1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	1	2	3	4	5

New Balance
\$3,353.83
Minimum Payment Due
\$40.00
Payment Due Date
05/10/21

ULTIMATE REWARDS® SUMMARY

Previous points balance	43,928
+ 1 Point per \$1 earned on all purchases	3,354
+ 1 Point per \$1 earned on dining	0
+ 1 Point per \$1 earned on travel	0

Total points available for redemption 47,282

Start redeeming today. Visit Ultimate Rewards® at
www.ultimaterewards.com

Late Payment Warning: If we do not receive your minimum payment by the date listed above, you may have to pay a late fee of up to \$40.00 and your APR's will be subject to increase to a maximum Penalty APR of 29.99%.

Minimum Payment Warning: If you make only the minimum payment each period, you will pay more in interest and it will take you longer to pay off your balance. For example:

If you make no additional charges using this card and each month you pay...	You will pay off the balance shown on this statement in about...	And you will end up paying an estimated total of...
Only the minimum payment	11 years	\$6,287
\$117	3 years	\$4,206 (Savings=\$2,081)

If you would like information about credit counseling services, call 1-866-797-2885.

ACCOUNT SUMMARY

Account Number: 4147 2021 2871 6246

Previous Balance	\$3,425.86
Payment, Credits	-\$3,425.86
Purchases	+\$3,353.83
Cash Advances	\$0.00
Balance Transfers	\$0.00
Fees Charged	\$0.00
Interest Charged	\$0.00
New Balance	\$3,353.83
Opening/Closing Date	03/14/21 - 04/13/21
Credit Access Line	\$19,000
Available Credit	\$15,646
Cash Access Line	\$950
Available for Cash	\$950
Past Due Amount	\$0.00
Balance over the Credit Access Line	\$0.00

2 Dishwashers

L2

YOUR ACCOUNT MESSAGES

Your next AutoPay payment for \$3,353.83 will be deducted from your Pay From account and credited on your due date. If your due date falls on a Saturday, we'll credit your payment the Friday before.

Your AutoPay amount will be reduced by any payments or merchant credits that post to your account before we process your AutoPay payment. If the total of these payments and merchant credits is more than your set AutoPay amount, your AutoPay payment for that month will be zero.

YOUR ACCOUNT MESSAGES (CONTINUED)

We have taken steps to update your servicing options when you call. You now have the choice of using our automated system for convenient self-service options as well as access to a Specialist 24/7 by pressing 0 at any time.

ACCOUNT ACTIVITY

Date of Transaction	Merchant Name or Transaction Description	\$ Amount
PAYMENTS AND OTHER CREDITS		
03/18	Peloton Membership Credit	-21.00
04/09	AUTOMATIC PAYMENT - THANK YOU	-3,404.86
PURCHASE		
03/18	PELTON* MEMBERSHIP HTTPSWWW.ONEP NY	39.00
03/31	RGP*The Turf Doctor LLC 207-6226600 ME	94.95
04/04	SPECTRUM 855-707-7328 NC	74.99
04/05	STATE FARM INSURANCE 800-956-6310 IL	25.77
04/05	STATE FARM INSURANCE 800-956-6310 IL	1,005.92
04/06	L.P. NEW AND USED FURNITU WESTBROOK ME	887.44
04/06	L.P. NEW AND USED FURNITU WESTBROOK ME	948.44
04/08	INT*QuickBooks Online 800-446-8848 CA	15.00
04/08	HIGGINS ENERGY CUMBERLAND CE ME	262.32

2021 Totals Year-to-Date

Total fees charged in 2021	\$0.00
Total interest charged in 2021	\$0.00

Year-to-date totals do not reflect any fee or interest refunds you may have received.

INTEREST CHARGES

Your **Annual Percentage Rate (APR)** is the annual interest rate on your account.

Balance Type	Annual Percentage Rate (APR)	Balance Subject To Interest Rate	Interest Charges
PURCHASES			
Purchases	15.24%(v)(d)	- 0 -	- 0 -
CASH ADVANCES			
Cash Advances	24.74%(v)(d)	- 0 -	- 0 -
BALANCE TRANSFERS			
Balance Transfer	15.24%(v)(d)	- 0 -	- 0 -

31 Days in Billing Period

(v) = Variable Rate

(d) = Daily Balance Method (including new transactions)

(a) = Average Daily Balance Method (including new transactions)

Please see Information About Your Account section for the Calculation of Balance Subject to Interest Rate, Annual Renewal Notice, How to Avoid Interest on Purchases, and other important information, as applicable.

*Includes interest charges on Late or Return Payment fees.

**This My Chase Loan has expired. Interest will continue to accrue on this My Chase Loan balance until it is paid in full.

IMPORTANT NEWS

Financial abuse - we can help you learn the warning signs.

Get tips at chase.com/FinancialAbuse



K S <kevinsalvo@gmail.com>

Re: DW Leaking

K S <kevinsalvo@gmail.com>
 Draft To: sales@lpapplianceme.com

Fri, May 15, 2026 at 2:17 PM

4/7/2021 Chase Bank CREDIT CARD 6246 L P New
 4/7/2021 Chase Bank CREDIT CARD 6246 L P New

-948.44
 -887.44

on CC's

On Tue, Apr 6, 2021 at 12:50 PM <sales@lpapplianceme.com> wrote:
 I have the smudgeproof we could do it weds or thurs

On Wed 07/04/21 12:34 AM, K S kevinsalvo@gmail.com sent:

and does that come in (A) stainless steel or B) the fingerprint resistant stainless?

On Tue, Apr 6, 2021 at 12:32 PM K S <kevinsalvo@gmail.com> wrote:
 Let's go with \$699+tax + \$150 install/haul away, correct?

When can this one be installed?

image.png

On Tue, Apr 6, 2021 at 9:27 AM <sales@lpapplianceme.com> wrote:

yes

On Tue 06/04/21 4:53 AM, K S kevinsalvo@gmail.com sent:

Are all of these in stock?

On Mon, Apr 5, 2021 at 4:08 PM <sales@lpapplianceme.com> wrote:
 Hi Please see attachment 150 to install Ryan

On Tue 06/04/21 2:54 AM, K S kevinsalvo@gmail.com sent:

Ok.

How much for delivery + install? and haulaway? on this model

- Kevin

On Mon, Apr 5, 2021 at 2:51 PM <sales@lpapplianceme.com> wrote:
 I will have mark in service call you See attached. This is what I have in stock Ryan

On Tue 06/04/21 1:56 AM, K S kevinsalvo@gmail.com sent:

Can someone respond to this email?

Ryan,

I bought this dishwasher from you guys back in 2016 (whirlpool). I had a service call in 2016, they couldn't fix (or it was too costly) so I just got a new one thru you. Not sure what the issue is .. its about 5 years old now. Either way I need to either fix it or replace it for my tenant

I am assuming the fix may not be worth it - so could you send me some mid-range stainless dishwasher options? Sounds like it broke today, so something that would be in stock would be better. Preferred a stainless with top control but let me know

Prefer frigidaire stainless with the bar pull out (matches other side of property)

- Kevin

On Sat, Apr 3, 2021 at 9:28 AM K S <kevinsalvo@gmail.com> wrote:
 Prefer frigidaire stainless with the bar pull out (matches other side of property)

Please let me know ASAP - Thanks

On Fri, Apr 2, 2021 at 6:11 PM K S <kevinsalvo@gmail.com> wrote:

Ryan,

I bought this dishwasher from you guys back in 2016 (whirlpool). I had a service call in 2016, they couldn't fix (or it was too costly) so I just got a new one thru you. Not sure what the issue is .. its about 5 years old now. Either way I need to either fix it or replace it for my tenant

I am assuming the fix may not be worth it - so could you send me some mid-range stainless dishwasher options? Sounds like it broke today, so something that would be in stock would be better. Preferred a stainless with top control but let me know



Customer Receipt

8/04/2024, 3:37 PM EDT

13.N

Sales Person OMT6708

Appliance Hotline (800) 455-3869

Store # 2401

Location 245 RIVERSIDE STREET, PORTLAND, ME 04103

Customer Information

KEVIN SALVO

(508) 423-9677

KEVINSALVO@GMAIL.COM

7 HILLTOP TRL

FALMOUTH, ME 04105



Order # H2401-175782

Receipt # 2401 00097 40846

PO / Job Name Washer

Delivery

Delivery Address
24 S Grafton St
Portland, ME 04103

Delivery Options
Home Delivery

Delivery Date
Monday, August
12

Item Description	Model #	SKU #	Unit Price	Qty	Subtotal
01 Samsung 4.7 cu.ft. Large Capacity Smart Top Load Washer with Active WaterJet in Brushed Black 4.7 cu.ft. Large Capacity Smart Top Load Washer with Active WaterJet in Brushed Black	WA47CG3500AV	1009906830	\$999.00 / each \$598.00 / each	1	\$598.00
		174602	\$50.00 / each	1	\$50.00
		932694	\$36.98 / each	1	\$36.98
SPECIAL BUY \$401.00 OFF EACH					
M901-HAUL AWAY YOUR OLD APPLIANCE					
M925 STAINLESS STEEL WASHER HOSE 2PK					
02 Home Delivery	N/A	1001513003	\$29.00 / each	1	\$29.00

Track your Appliance Home Delivery

Text "TRACK" to 97710 for instructions

*Msg & data rates may apply.

RETURN POLICY ON MAJOR APPLIANCES. Before a customer either accepts delivery or takes an order home from the store, major appliance products (including refrigerators, washers, dryers, ranges, dishwashers, and some microwaves) should be inspected for defects or damage. If any exists, the customer should notify the driver about damages to learn about their options. If the customer does not wish to pursue additional options on the damaged item, they should refuse the delivery. Once delivery is accepted or a product is removed from the store by a customer, the product may be returned if the defects and/or damage are identified and reported to The Home Depot by calling (800) 455-3869 within 48 hours of delivery or the time of pick-up at the Service Desk.

Payment Method



Visa 6246

Charged \$748.90

Subtotal	\$713.98
Discounts	-\$0.00
Sales Tax	\$34.92
Order Total	\$748.90
Balance Due	\$0.00



13.0

K S <kevinsalvo@gmail.com>

Fwd: Thanks for Your Order! #895183147

K S <kevinsalvo@gmail.com>

Tue, Jul 12, 2022 at 2:31 PM

To: Tonya Dibiase <tonya.dibiase143@gmail.com>

Cc: Stacy Salvo <stacysalvo@gmail.com>

Tonya,

Here is the info - I set it up for MON JULY 18th delivery. I will try to get over there for it if possible.

- Kevin

----- Forwarded message -----

From: **Lowe's Home Improvement** <do-not-reply@notifications.lowes.com>

Date: Tue, Jul 12, 2022 at 2:30 PM

Subject: Thanks for Your Order! #895183147

To: <kevinsalvo@gmail.com>



We Received Your Order

We'll email you any updates to your order, including information on shipping, delivery or store pickup.

[CHECK ORDER STATUS](#)**Order # 895183147****Invoice # 98268**

Delivery

Address

Tonya Dibiase
24 S GRAFTON ST
PORTLAND, ME 04103

(508) 423-9677
kevinsalvo@gmail.com

Delivery Item(s)**6-ft 4-Prong Black Dryer Appliance Power Cord****QTY**

Item #: 333552 | Model #: UTD100406

1

Unit Price \$28.98 | Subtotal \$28.98

Fulfilling Store: LOWE'S OF AUBURN, ME (207) 514-2300

Estimated Delivery Date: Monday, July 18, 2022

08:00 am - 08:00 pm

**Need to Reschedule?**

Reschedule your delivery online.

**Need help with your delivery?**

Give LOWE'S OF AUBURN, ME a call at (207) 514-2300

Address

Tonya Dibaise
24 S GRAFTON ST
PORTLAND , ME 04103
(508) 423-9677
kevinsalvo@gmail.com

Delivery Item(s)**Rigiflex 4-in x 96-in Aluminum Semi-rigid Flexible Duct****QTY**

Item #: 1790033 | Model #: 1790033

1

Unit Price \$19.98 | Subtotal \$19.98

Fulfilling Store: LOWE'S OF AUBURN, ME (207) 514-2300

Estimated Delivery Date: Monday, July 18, 2022

08:00 am - 08:00 pm

**Need to Reschedule?**

Reschedule your delivery online.

**Need help with your delivery?**

Give LOWE'S OF AUBURN, ME a call at (207) 514-2300

Address

Tonya Dibaise
24 S GRAFTON ST
PORTLAND, ME 04103
(508) 423-9677
kevinsalvo@gmail.com

Delivery Item(s)**6-ft 3-Prong Gray Dryer Appliance Power Cord****QTY**

Item #: 148708 | Model #: UTD100306

1

Unit Price \$25.48 | Subtotal \$25.48**Fulfilling Store: LOWE'S OF AUBURN, ME (207) 514-2300**

Estimated Delivery Date: Monday, July 18, 2022
08:00 am - 08:00 pm

**Need to Reschedule?**

Reschedule your delivery online.

**Need help with your delivery?**

Give LOWE'S OF AUBURN, ME a call at (207) 514-2300

Address

Tonya Dibaise
24 S GRAFTON ST
PORTLAND, ME 04103
(508) 423-9677
kevinsalvo@gmail.com

Delivery Item(s)**4-1/16-in to 4-in dia Galvanized Full Clamp****QTY**

Item #: 120906 | Model #: 120906

1

Unit Price \$2.98 | Subtotal \$2.98**Fulfilling Store: LOWE'S OF AUBURN, ME (207) 514-2300**

Estimated Delivery Date: Monday, July 18, 2022
08:00 am - 08:00 pm

**Need to Reschedule?**

Reschedule your delivery online.

**Need help with your delivery?**

Give LOWE'S OF AUBURN, ME a call at (207) 514-2300

Address

Tonya Dibaise
24 S GRAFTON ST
PORTLAND , ME 04103
(508) 423-9677
kevinsalvo@gmail.com

Delivery Item(s)**7.5-cu ft Stackable Electric Dryer (White)****QTY**

Item #: 2348447 | Model #: DVE45T6000W

1

Unit Price \$698.00 | Subtotal \$698.00

Fulfilling Store: LOWE'S OF AUBURN, ME (207) 514-2300

Estimated Delivery Date: Monday, July 18, 2022

08:00 am - 08:00 pm

Haul Away**Subtotal \$40.00****Need to Reschedule?**

Reschedule your delivery online.

**Need help with your delivery?**

Give LOWE'S OF AUBURN, ME a call at (207) 514-2300

Address

Tonya Dibaise
24 S GRAFTON ST
PORTLAND , ME 04103
(508) 423-9677
kevinsalvo@gmail.com

Delivery Item(s)

Rigiflex 4-in x 96-in Aluminum Semi-rigid Flexible Duct

QTY

Item #: 1790033 | Model #: L328ULT

1

Unit Price \$19.98 | Subtotal \$19.98

Fulfilling Store: LOWE'S OF AUBURN, ME (207) 514-2300Estimated Delivery Date: Monday, July 18, 2022
08:00 am - 08:00 pm**Need to Reschedule?**

Reschedule your delivery online.

**Need help with your delivery?**

Give LOWE'S OF AUBURN, ME a call at (207) 514-2300

AddressTonya Dibaise
24 S GRAFTON ST
PORTLAND , ME 04103
(508) 423-9677
kevinsalvo@gmail.com**Delivery Item(s)****4-1/16-in to 4-in dia Galvanized Full Clamp**

QTY

Item #: 120906 | Model #: 120906

1

Unit Price \$2.98 | Subtotal \$2.98

Fulfilling Store: LOWE'S OF AUBURN, ME (207) 514-2300Estimated Delivery Date: Monday, July 18, 2022
08:00 am - 08:00 pm**Need to Reschedule?**

Reschedule your delivery online.

**Need help with your delivery?**

Give LOWE'S OF AUBURN, ME a call at (207) 514-2300

Order Info**Sold To**Kevin Salvo
(508) 423-9677

kevinsalvo@gmail.com

Order #	895183147
Invoice #	98268
Order Date	07/12/2022
Total Savings	\$95.00
Subtotal	\$838.38
Shipping/Delivery	\$0.00
Total Tax	\$46.11
Order Total	\$884.49
Payment	VISA ending in 6246 \$884.49

For more information on when you'll be charged, view our billing policy.

YOU MIGHT ALSO LIKE



★★★★☆ 742

**4.5-cu ft High
Efficiency Stackable
Front-Load Washer
(White) ENERGY
STAR**
Shop Now



★★★★☆ 628

**14.1875-in x 27-in
Universal Laundry
Pedestal (White)**
Shop Now



★★★★☆ 256

**Laundry Stacking Kit
(Gray)**
Shop Now

[My Account](#) | [Contact Us](#) | [Find a Store](#) | [Privacy Statement](#) | [Billing Policy](#)



[Lowe's App](#) | [Return & Refund Policy](#)





13.P

McCarthy Tree Service Inc.
46 Columbia Road
Portland, Maine 04103

Invoice: 329

Date Monday, March 21, 2022

Stacy Salvo
22-24 South Grafton Street
Portland, Maine
207 650 4205 ,stacysalvo@gmail.com

Description	Qty	Rate	Total
Remove 3-4 tree along the back of the property. Trim all the overhanging limbs along the right side of the house. Haul away the debris.	1	<u>3,200.00</u>	3,200.00
Subtotal			3,200.00
Invoice Total			\$3,200.00

Please send payment to;
McCarthy Tree Service, Inc.
46 Columbia Road
Portland, Maine 04103

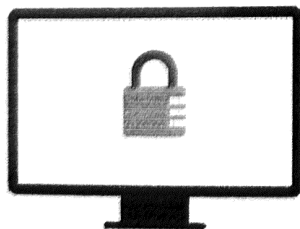
Thank you for choosing us for you tree work.
Please review us on Google or the Better Business Bureau

Deposits and other additions

Date	Description	Amount
03/11/22	VENMO DES:CASHOUT ID:1018925771690 INDN:KEVIN SALVO CO ID:5264681992 PPD	1,850.00
04/06/22	BKOFAMERICA MOBILE 04/06 3706248740 DEPOSIT *MOBILE ME	1,600.00
Total deposits and other additions		\$3,450.00

Withdrawals and other subtractions

Date	Description	Amount
03/18/22	Christopher Iankoulov Bill Payment	-280.00
03/18/22	Christopher Iankoulov Bill Payment	-240.00
03/28/22	McCarthy Tree Service Bill Payment	-3,200.00
Total withdrawals and other subtractions		-\$3,720.00



Go paperless today!

- Reduce the risk of lost, delayed or stolen mail
- View your statements securely and easily — online or from our mobile app — 24/7 from virtually anywhere¹

Simply use our Mobile Banking app or sign in to Online Banking at bankofamerica.com.

¹ Mobile Banking requires that you download the Mobile Banking app and is only available for select mobile devices. Message and data rates may apply. SSM-06-21-0066.B | 3600544

Extra Docs



KEVIN T SALVO | Account # 4580 0297 8229 | August 11, 2020 to September 9, 2020

Deposits and other additions

Date	Description	Amount
08/31/20	Online Banking transfer from CHK 5491 Confirmation# 7188077561	1,400.00
09/02/20	VENMO DES:CASHOUT ID:4368628568 INDN:KEVIN SALVO CO ID:5264681992 PPD	925.00
09/04/20	BKOFAMERICA MOBILE 09/04 3788218247 DEPOSIT *MOBILE ME	1,600.00
09/08/20	VENMO DES:CASHOUT ID:4387401001 INDN:KEVIN SALVO CO ID:5264681992 PPD	244.53
Total deposits and other additions		\$4,169.53

Withdrawals and other subtractions

Date	Description	Amount
08/11/20	Nicolas Warchol Bill Payment	-160.00
08/17/20	Biddeford Painting Bill Payment	-8,285.00
08/21/20	City of Portland DES:CITY OF PO ID:711660 INDN:Stacy Salvo CO ID:2331872850 WEB	-37.86
08/28/20	RF Tile, Inc Bill Payment	-1,105.00
08/28/20	Woodville Plumbing Bill Payment	-515.00
09/08/20	CHASE CREDIT CRD DES:AUTOPAY ID:000000000549138 INDN:SALVO KEVIN CO ID:4760039224 PPD	-49.99
09/09/20	Online Banking transfer to CHK 5491 Confirmation# 1465832319	-244.53
Total withdrawals and other subtractions		-\$10,397.32

- PAINT
- TILE
- Plumber

What's on your mind?

When you join the Bank of America* Advisory Panel, you can help us understand what you like and don't like. Enter code **CADD** at bankofamerica.com/AdvisoryPanel to learn more and join.

Inclusion on the Advisory Panel subject to qualifications.

SSM-06-20-0180A2 | 3104742



Real Estate

View Bill

View bill image

As of	6/1/2026
Bill Year	2019
Bill	13102
Owner	SALVO STACY E
Parcel ID	169-D-054-001

[View payments/adjustments](#)

Installment	Pay By	Amount	Payments/Credits	Balance	Interest	Due
1	9/21/2018	\$2,972.98	\$2,972.98	\$0.00	\$0.00	\$0.00
2	2/1/2019	\$2,972.98	\$2,972.98	\$0.00	\$0.00	\$0.00
TOTAL		\$5,945.96	\$5,945.96	\$0.00	\$0.00	\$0.00

City of Portland 389 Congress St, Portland, ME 04101 Real Estate Property Tax Statement		FY 2019	For Fiscal Year 2019 July 01, 2018 - June 30, 2019	
DUE Sep 21, 2018	DUE Mar 08, 2019	AMOUNT PAID	INTEREST DUE	PAY THIS AMOUNT
\$2,972.98	\$2,972.98	\$2,972.98	\$0.00	\$2,972.98

CBL: 169-D-054-001

SALVO STACY E
6 FOX HALL RD
FALMOUTH, ME 04105

ACCOUNT NUMBER: 18713

ACRES: 0.172

BILL NUMBER: **13102**

Owner of Record as of: April 1, 2018
SALVO STACY E

Assessed Property Description:
169-D-54
S GRAFTON ST 24
7500 SF

CURRENT BILLING DISTRIBUTION			CURRENT BILLING INFORMATION	
Education	\$2,943	49.50%	Land Value	\$67,100
Public Safety	\$1,058	17.80%	Building Value	\$197,400
Debt Service	\$832	14.00%	Total Value	\$264,500
Public Works	\$321	5.40%		
County Tax	\$208	3.50%	Exemptions	\$0
Rec & Fac Mgmt	\$166	2.80%	Taxable Value	\$264,500
Health & Human Svcs	\$143	2.40%	Tax Rate	22.48
Library	\$137	2.30%	TOTAL TAX DUE	\$2,972.98
Metro	\$89	1.50%	AMOUNT PAID	\$2,972.98
General Government	\$48	.80%		
		100.00%		

KEEP THIS PORTION FOR YOUR RECORDS
FOR IMPORTANT PAYMENT INFORMATION, PLEASE SEE BACK OF BILL

RETURN THIS BOTTOM PORTION WITH PAYMENT

BILL NUMBER: 13102

City of Portland Real Estate Property Tax Statement	FY 2019	For Fiscal Year 2019 July 01, 2018 - June 30, 2019
--	----------------	---

SALVO STACY E CBL: 169-D-054-001 Amount Due: \$2,972.98
ACCOUNT NUMBER: 18713 Amount Enclosed: \$

00002082019800013102900002972982

☐ OWNER/ADDRESS CHANGE? CHECK HERE AND
NOTE CHANGES ON BACK.

MAKE CHECK PAYABLE TO:
CITY OF PORTLAND

RETURN YOUR PAYMENT TO
OUR PAYMENT PROCESSOR:
**CITY OF PORTLAND TREASURY
PO BOX 16050
LEWISTON, ME 04243-9533**

Notice is hereby given that your FY2019 County and City taxes, which cover the period of July 01, 2018 through June 30, 2019 are payable in two (2) equal installments on September 21, 2018 and March 08, 2019. Interest will be charged on the first installment at an annual rate of 8% starting on September 21, 2018. Interest will be charged on the second installment at an annual rate of 8% starting March 09, 2019.

General Information:

Per Maine law, if you are the owner of record as of April 1, 2018 you are liable for the taxes assessed for the entire year. **Buyers and sellers, please ensure that any proration of taxes at settlement cover the entire tax year of July 1 through June 30.**

If ownership or mailing address for your property has changed, kindly let us know by either:

- Checking the box on the front side and filling out the Owner/Address Change box located below
- Emailing assessors@portlandmaine.gov with the change information

For questions concerning the value of any property or exemptions, please contact the Assessor's Office by phone at (207) 874-8486, using the email above or by visiting their office in Room 115 of City Hall. If you have owned your home for 12 months or more, you may qualify for a Homestead Exemption. If you are a veteran, or the spouse of a veteran, you may qualify for a Veterans Exemption. For information and applications, please visit <http://www.portlandmaine.gov/145/Tax-Relief>.

Payment Information

- For all payments, please make your check payable to **City of Portland**
- You may make payments online at <https://www.portlandmaine.gov/1567/Pay-Your-Taxes-On-Line>
- Payments may be made via eCheck for a \$1.00 service fee or via credit card for a 2.5% convenience charge.
- For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
- Treasury hours are **Monday through Friday 8:30 AM to 4:30 PM.**
- For bill amounts and tax inquiries, please visit <https://selfservice.portlandmaine.gov/mss/citizens>, email treasury@portlandmaine.gov or call (207) 874-8490

Please be aware that if you have any past due amounts on your tax bill that your payment will be applied to the oldest outstanding amount due first. This bill is for the current fiscal year only. Past due amounts are not included. After eight months and no later than one year from the date of tax commitment, a lien will be placed on all real estate taxes left unpaid.

All City permits and licenses will be denied due to outstanding taxes and assessments.

Without State Aid, your tax bill would have been 12.70% higher. As of June 30, 2018 the City of Portland has outstanding bonded indebtedness in the amount of \$327,822,832.

Change of Address Form
Name:
Address 1:
Address 2:
Address 3:
City, State, Zip:



Real Estate

View Bill

View bill image

As of	6/1/2026
Bill Year	2020
Bill	13216
Owner	SALVO STACY E
Parcel ID	169-D-054-001

[View payments/adjustments](#)

Installment	Pay By	Amount	Payments/Credits	Balance	Interest	Due
1	10/18/2019	\$3,082.75	\$3,082.75	\$0.00	\$0.00	\$0.00
2	6/1/2020	\$3,082.75	\$3,082.75	\$0.00	\$0.00	\$0.00
TOTAL		\$6,165.50	\$6,165.50	\$0.00	\$0.00	\$0.00



CITY OF PORTLAND

389 CONGRESS ST

PORTLAND, ME 04101

For the fiscal year July 01, 2019 to June 30, 2020

BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001
LOCATION: 22 SOUTH GRAFTON ST

SALVO STACY E
6 FOX HALL RD
FALMOUTH, ME 04105

Owner of Record as of: April 1, 2019
SALVO STACY E

Assessed Property Description:
169-D-54
S GRAFTON ST 24

7500 SF
Acres: 0.172

THIS IS THE ONLY BILL
YOU WILL RECEIVE

FY20 REAL ESTATE TAX BILL

CURRENT BILL RATE DISTRIBUTION		
SCHOOL	11.690	\$3,092.00
COUNTY	0.830	\$219.54
MUNICIPAL	10.790	\$2,853.96
TOTAL	23.310	\$6,165.50

BILLING INFORMATION	
LAND VALUE	\$67,100
BUILDING VALUE	\$197,400
TOTAL VALUE	\$264,500
EXEMPTIONS	\$0
TAXABLE VALUE	\$264,500
TAX RATE	23.310
TOTAL TAX	\$6,165.50
PAYMENTS/CREDITS	\$0.00
TAX DUE	\$6,165.50

DATE DUE	AMOUNT DUE
10/18/2019	\$3,082.75
03/20/2020	\$3,082.75

INTEREST AT 9% PER ANNUM CHARGED BEGINNING 10/19/2019 AND 03/21/2020.

TAXPAYER'S NOTICE

Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2019.

IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR

INFORMATION

Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.12% higher. The current City and School bonded indebtedness is \$319,660,011.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.

REMITTANCE INSTRUCTIONS

THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.
Please make check or money order payable to City of Portland and mail to:

City of Portland Treasury
PO Box 16050
Lewiston, ME 04243-9533

For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
If your bank or mortgage company pays your taxes, please review and forward a copy of this bill to them.

FY20 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR SECOND PAYMENT

CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243

BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001

INTEREST AT 9% CHARGED
BEGINNING 03/21/2020

DATE DUE	AMOUNT DUE
03/20/2020	\$3,082.75

SALVO STACY E

AMOUNT PAID \$

208202060001321672600003082757

OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.

FY20 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR FIRST PAYMENT

CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243

BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001

INTEREST AT 9% CHARGED
BEGINNING 10/19/2019

DATE DUE	AMOUNT DUE
10/18/2019	\$3,082.75

SALVO STACY E

AMOUNT PAID \$

208202060001321671800003082757

OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.

**CITY OF PORTLAND**389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2019 to June 30, 2020

BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001
LOCATION: 22 SOUTH GRAFTON STSALVO STACY E
6 FOX HALL RD
FALMOUTH, ME 04105Owner of Record as of: April 1, 2019
SALVO STACY E

CURRENT BILL RATE DISTRIBUTION		
SCHOOL	11.690	\$3,092.00
COUNTY	0.830	\$219.54
MUNICIPAL	10.790	\$2,853.96
TOTAL	23.310	\$6,165.50

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**Assessed Property Description:
169-D-54
S GRAFTON ST 247500 SF
Acres: 0.172**FY20 REAL ESTATE TAX BILL**

BILLING INFORMATION	
LAND VALUE	\$67,100
BUILDING VALUE	\$197,400
TOTAL VALUE	\$264,500
EXEMPTIONS	\$0
TAXABLE VALUE	\$264,500
TAX RATE	23.310
TOTAL TAX	\$6,165.50
PAYMENTS/CREDITS	\$0.00
TAX DUE	\$6,165.50

DATE DUE	AMOUNT DUE
10/18/2019	\$3,082.75
03/20/2020	\$3,082.75

INTEREST AT 9% PER ANNUM CHARGED BEGINNING 10/19/2019 AND 03/21/2020.**TAXPAYER'S NOTICE**Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2019.**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR****INFORMATION**Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.12% higher. The current City and School bonded indebtedness is \$319,660,011.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.**REMITTANCE INSTRUCTIONS****THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.**
Please make check or money order payable to City of Portland and mail to:City of Portland Treasury
PO Box 16050
Lewiston, ME 04243-9533For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
If your bank or mortgage company pays your taxes, please review and forward a copy of this bill to them.**FY20 REAL ESTATE TAX BILL**THIS STUB MUST BE RETURNED WITH YOUR **SECOND** PAYMENTCITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001INTEREST AT 9% CHARGED
BEGINNING 03/21/2020

DATE DUE	AMOUNT DUE
03/20/2020	\$3,082.75

SALVO STACY E

AMOUNT PAID \$ _____

208202060001321672600003082757

☐ OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.**FY20 REAL ESTATE TAX BILL**THIS STUB MUST BE RETURNED WITH YOUR **FIRST** PAYMENTCITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001INTEREST AT 9% CHARGED
BEGINNING 10/19/2019

DATE DUE	AMOUNT DUE
10/18/2019	\$3,082.75

SALVO STACY E

AMOUNT PAID \$ _____

208202060001321671800003082757

☐ OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.



CITY OF PORTLAND
389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2024 to June 30, 2025

BILL #: 2520141
ACCOUNT #: 18713
PARCEL ID #: 169-D-054-001
LOCATION: 22 SOUTH GRAFTON ST

SALVO STACY E
6 FOX HALL RD
FALMOUTH, ME 04105

Owner of Record as of: April 1, 2024
SALVO STACY E

CURRENT BILL RATE DISTRIBUTION		
SCHOOL	7.880	\$3,593.28
COUNTY	0.560	\$255.36
MUNICIPAL	6.570	\$2,995.92
TOTAL	15.010	\$6,844.56

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**

Assessed Property Description:
169-D-54
S GRAFTON ST 24

7500 SF
Acres: 0.172

FY25 REAL ESTATE TAX BILL

BILLING INFORMATION	
LAND VALUE	\$67,100
BUILDING VALUE	\$388,900
TOTAL VALUE	\$456,000
EXEMPTIONS	\$0
TAXABLE VALUE	\$456,000
TAX RATE	15.010
TOTAL TAX	\$6,844.56
PAYMENTS/CREDITS	\$0.00
ABATEMENT/ADJUST	\$0.00
TAX DUE	\$6,844.56

DATE DUE	AMOUNT DUE
10/18/2024	\$3,422.28
03/14/2025	\$3,422.28

INTEREST AT 8% PER ANNUM CHARGED BEGINNING 10/19/2024 AND 03/15/2025.

TAXPAYER'S NOTICE

Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2024.

**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR**

INFORMATION

Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.7% higher. The current City and School bonded indebtedness is \$374,509,262.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.

REMITTANCE INSTRUCTIONS

THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.
Please make check or money order payable to City of Portland and mail to:

**City of Portland Treasury
PO Box 16050
Lewiston, ME 04243-9533**

For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
If your bank or mortgage company pays your taxes, please review and forward a copy of this bill to them.

FY25 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR **SECOND** PAYMENT

**CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243**

BILL #: 2520141
ACCOUNT #: 18713
PARCEL ID #: 169-D-054-001

INTEREST AT 8% CHARGED
BEGINNING 03/15/2025

DATE DUE	AMOUNT DUE
03/14/2025	\$3,422.28

SALVO STACY E

AMOUNT PAID \$ _____

208202550252014192600003422284

☐ OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.

FY25 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR **FIRST** PAYMENT

**CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243**

BILL #: 2520141
ACCOUNT #: 18713
PARCEL ID #: 169-D-054-001

INTEREST AT 8% CHARGED
BEGINNING 10/19/2024

DATE DUE	AMOUNT DUE
10/18/2024	\$3,422.28

SALVO STACY E

AMOUNT PAID \$ _____

208202550252014191800003422284

☐ OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.



CITY OF PORTLAND
389 CONGRESS ST
PORTLAND, ME 04101

For the fiscal year July 01, 2025 to June 30, 2026

BILL #: 2633755
ACCOUNT #: 18713
PARCEL ID #: 169-D-054-001
LOCATION: 22 SOUTH GRAFTON ST

SALVO STACY E
7 HILLTOP TRL
FALMOUTH, ME 04105

Owner of Record as of: April 1, 2025
SALVO STACY E

CURRENT BILL RATE DISTRIBUTION		
SCHOOL	6.270	\$4,164.53
COUNTY	0.450	\$298.89
MUNICIPAL	5.260	\$3,493.69
TOTAL	11.980	\$7,957.12

**THIS IS THE ONLY BILL
YOU WILL RECEIVE**

Assessed Property Description:
169-D-54
S GRAFTON ST 24

7500 SF
Acres: 0.172

FY26 REAL ESTATE TAX BILL

BILLING INFORMATION	
LAND VALUE	\$167,800
BUILDING VALUE	\$496,400
TOTAL VALUE	\$664,200
EXEMPTIONS	\$0
TAXABLE VALUE	\$664,200
TAX RATE	11.980
TOTAL TAX	\$7,957.12
PAYMENTS/CREDITS	\$0.00
ABATEMENT/ADJUST	\$0.00
TAX DUE	\$7,957.12

DATE DUE	AMOUNT DUE
10/17/2025	\$3,978.56
03/20/2026	\$3,978.56

INTEREST AT 7.5% PER ANNUM CHARGED BEGINNING 10/18/2025 AND 03/21/2026.

TAXPAYER'S NOTICE

Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2025.

**IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR**

INFORMATION

Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 13.5% higher. The current City and School bonded indebtedness is \$349,230,508.
For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.

REMITTANCE INSTRUCTIONS

THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.
Please make check or money order payable to City of Portland and mail to:

City of Portland Treasury
PO Box 16050
Lewiston, ME 04243-9533

For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
If your bank or mortgage company pays your taxes, please review and forward a copy of this bill to them.

FY26 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR SECOND PAYMENT

CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243

BILL #: 2633755
ACCOUNT #: 18713
PARCEL ID #: 169-D-054-001

INTEREST AT 7.5%
CHARGED
BEGINNING 03/21/2026

DATE DUE	AMOUNT DUE
03/20/2026	\$3,978.56

SALVO STACY E

AMOUNT PAID \$ _____

208202630263375502600003978566

☐ OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.

FY26 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR FIRST PAYMENT

CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243

BILL #: 2633755
ACCOUNT #: 18713
PARCEL ID #: 169-D-054-001

INTEREST AT 7.5%
CHARGED
BEGINNING 10/18/2025

DATE DUE	AMOUNT DUE
10/17/2025	\$3,978.56

SALVO STACY E

AMOUNT PAID \$ _____

208202630263375501800003978566

☐ OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.

City of Portland 389 Congress St, Portland, ME 04101 Real Estate Property Tax Statement		FY 2019	For Fiscal Year 2019 July 01, 2018 - June 30, 2019	
DUE Sep 21, 2018	DUE Mar 08, 2019	AMOUNT PAID	INTEREST DUE	PAY THIS AMOUNT
\$2,972.98	\$2,972.98	\$2,972.98	\$0.00	\$2,972.98

CBL: 169-D-054-001

SALVO STACY E
6 FOX HALL RD
FALMOUTH, ME 04105

ACCOUNT NUMBER: 18713

ACRES: 0.172

BILL NUMBER: **13102**

Owner of Record as of: April 1, 2018
SALVO STACY E

Assessed Property Description:
169-D-54
S GRAFTON ST 24
7500 SF

CURRENT BILLING DISTRIBUTION			CURRENT BILLING INFORMATION	
Education	\$2,943	49.50%	Land Value	\$67,100
Public Safety	\$1,058	17.80%	Building Value	\$197,400
Debt Service	\$832	14.00%	Total Value	\$264,500
Public Works	\$321	5.40%		
County Tax	\$208	3.50%	Exemptions	\$0
Rec & Fac Mgmt	\$166	2.80%	Taxable Value	\$264,500
Health & Human Svcs	\$143	2.40%	Tax Rate	22.48
Library	\$137	2.30%		
Metro	\$89	1.50%	TOTAL TAX DUE	\$2,972.98
General Government	\$48	.80%	AMOUNT PAID	\$2,972.98
		100.00%		

KEEP THIS PORTION FOR YOUR RECORDS
FOR IMPORTANT PAYMENT INFORMATION, PLEASE SEE BACK OF BILL

RETURN THIS BOTTOM PORTION WITH PAYMENT

BILL NUMBER: 13102

City of Portland Real Estate Property Tax Statement	FY 2019	For Fiscal Year 2019 July 01, 2018 - June 30, 2019
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SALVO STACY E

CBL: 169-D-054-001

Amount Due: \$2,972.98

ACCOUNT NUMBER: 18713

Amount Enclosed: \$

00002082019800013102900002972982

MAKE CHECK PAYABLE TO:
CITY OF PORTLAND

RETURN YOUR PAYMENT TO
OUR PAYMENT PROCESSOR:
CITY OF PORTLAND TREASURY
PO BOX 16050
LEWISTON, ME 04243-9533

☐ **OWNER/ADDRESS CHANGE? CHECK HERE AND
NOTE CHANGES ON BACK.**

Notice is hereby given that your FY2019 County and City taxes, which cover the period of July 01, 2018 through June 30, 2019 are payable in two (2) equal installments on September 21, 2018 and March 08, 2019. Interest will be charged on the first installment at an annual rate of 8% starting on September 21, 2018. Interest will be charged on the second installment at an annual rate of 8% starting March 09, 2019.

General Information:

Per Maine law, if you are the owner of record as of April 1, 2018 you are liable for the taxes assessed for the entire year. **Buyers and sellers, please ensure that any proration of taxes at settlement cover the entire tax year of July 1 through June 30.**

If ownership or mailing address for your property has changed, kindly let us know by either:

- Checking the box on the front side and filling out the Owner/Address Change box located below
- Emailing assessors@portlandmaine.gov with the change information

For questions concerning the value of any property or exemptions, please contact the Assessor's Office by phone at (207) 874-8486, using the email above or by visiting their office in Room 115 of City Hall. If you have owned your home for 12 months or more, you may qualify for a Homestead Exemption. If you are a veteran, or the spouse of a veteran, you may qualify for a Veterans Exemption. For information and applications, please visit <http://www.portlandmaine.gov/145/Tax-Relief>.

Payment Information

- For all payments, please make your check payable to **City of Portland**
- You may make payments online at <https://www.portlandmaine.gov/1567/Pay-Your-Taxes-On-Line>
- Payments may be made via eCheck for a \$1.00 service fee or via credit card for a 2.5% convenience charge.
- For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
- Treasury hours are **Monday through Friday 8:30 AM to 4:30 PM.**
- For bill amounts and tax inquiries, please visit <https://selfservice.portlandmaine.gov/mss/citizens>, email treasury@portlandmaine.gov or call (207) 874-8490

Please be aware that if you have any past due amounts on your tax bill that your payment will be applied to the oldest outstanding amount due first. This bill is for the current fiscal year only. Past due amounts are not included. After eight months and no later than one year from the date of tax commitment, a lien will be placed on all real estate taxes left unpaid.

All City permits and licenses will be denied due to outstanding taxes and assessments.

Without State Aid, your tax bill would have been 12.70% higher. As of June 30, 2018 the City of Portland has outstanding bonded indebtedness in the amount of \$327,822,832.

Change of Address Form
Name:
Address 1:
Address 2:
Address 3:
City, State, Zip:



CITY OF PORTLAND

389 CONGRESS ST

PORTLAND, ME 04101

For the fiscal year July 01, 2019 to June 30, 2020

BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001
LOCATION: 22 SOUTH GRAFTON ST

SALVO STACY E
6 FOX HALL RD
FALMOUTH, ME 04105

Owner of Record as of: April 1, 2019
SALVO STACY E

Assessed Property Description:
169-D-54
S GRAFTON ST 24

7500 SF
Acres: 0.172

THIS IS THE ONLY BILL
YOU WILL RECEIVE

FY20 REAL ESTATE TAX BILL

CURRENT BILL RATE DISTRIBUTION		
SCHOOL	11.690	\$3,092.00
COUNTY	0.830	\$219.54
MUNICIPAL	10.790	\$2,853.96
TOTAL	23.310	\$6,165.50

BILLING INFORMATION	
LAND VALUE	\$67,100
BUILDING VALUE	\$197,400
TOTAL VALUE	\$264,500
EXEMPTIONS	\$0
TAXABLE VALUE	\$264,500
TAX RATE	23.310
TOTAL TAX	\$6,165.50
PAYMENTS/CREDITS	\$0.00
TAX DUE	\$6,165.50

DATE DUE	AMOUNT DUE
10/18/2019	\$3,082.75
03/20/2020	\$3,082.75

INTEREST AT 9% PER ANNUM CHARGED BEGINNING 10/19/2019 AND 03/21/2020.

TAXPAYER'S NOTICE

Per State law, the ownership and valuation of all real estate and personal property subject to taxation shall be fixed as of April 1st.
For this tax bill, that date is April 1, 2019.

IF THIS PROPERTY HAS BEEN TRANSFERRED, PLEASE FORWARD A COPY OF THIS BILL TO THE NEW OWNER.
THIS IS ONLY FOR THE CURRENT FISCAL YEAR

INFORMATION

Without State Aid for Education, Homestead and BETE Exemption Reimbursement and State Revenue Sharing, your taxes would be 15.12% higher. The current City and School bonded indebtedness is \$319,660,011.

For information regarding changes or valuations, please contact the Assessor's Office at (207) 874-8486. Information regarding payments, interest, lien cost charges, and/or refunds, please contact the Treasury Office at (207) 874-8490.

REMITTANCE INSTRUCTIONS

THIS IS THE ONLY BILL YOU WILL RECEIVE. THIS BILL INCLUDES TWO (2) PAYMENT VOUCHERS.
Please make check or money order payable to City of Portland and mail to:

City of Portland Treasury
PO Box 16050
Lewiston, ME 04243-9533

For payments in person, please go to the Treasury Office located in Room 102 of City Hall.
If your bank or mortgage company pays your taxes, please review and forward a copy of this bill to them.

FY20 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR SECOND PAYMENT

CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243

BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001

INTEREST AT 9% CHARGED
BEGINNING 03/21/2020

DATE DUE	AMOUNT DUE
03/20/2020	\$3,082.75

SALVO STACY E

AMOUNT PAID \$

208202060001321672600003082757

OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.

FY20 REAL ESTATE TAX BILL

THIS STUB MUST BE RETURNED WITH YOUR FIRST PAYMENT

CITY OF PORTLAND TREASURY
PO Box 16050
LEWISTON, ME 04243

BILL #: 13216
ACCOUNT #: 18713
CBL: 169-D-054-001

INTEREST AT 9% CHARGED
BEGINNING 10/19/2019

DATE DUE	AMOUNT DUE
10/18/2019	\$3,082.75

SALVO STACY E

AMOUNT PAID \$

208202060001321671800003082757

OWNER / ADDRESS CHANGE?
CHECK HERE AND NOTE CHANGES ON BACK.



8-19

DOWNEAST ENERGY
172 MAIN ST
SO PORTLAND, ME 04106-2623
799-5585 (800)244-5585

*** INVOICE ***

Kevin & Stacy Salvo
6 Fox Hall Rd
Falmouth, ME 04105

Kevin & Stacy Salvo
ACCT# 1966946 1/14/19 1966946 1/14/19

DATE	REF #	DESCRIPTION	AMOUNT	REF #	AMOUNT
1/11/19	59841	#2 FUEL OIL 54.3 GAL@2.87500 ./22 SOUTH GRAFTON ST./PORTLAND ME 04103	156.11	59841	156.11
1/11/19	59842	#2 FUEL OIL 59.9 GAL@2.87500 ./24 SOUTH GRAFTON ST./PORTLAND ME 04103	172.21	59842	172.21
< INVOICE TOTAL >			328.32	<INV>	328.32

Total ^{Year} 2019
\$ 2419

IMPORTANT Please see below for important information regarding this invoice.

NOTICE

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Please do not write on your bill or remittance coupon, as we cannot guarantee that your comments will be recorded. You can telephone us, but doing so will not preserve your rights. In your letter, provide the following information:

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All accounts must be paid **IN FULL** within 30 (thirty) days of the date of purchase.

A LATE CHARGE will be added, computed at a periodic rate of 1.5% which is an **ANNUAL PERCENTAGE RATE** of 18% calculated from the date of Purchase on amounts unpaid 30 (thirty) days or more. In the event of default of payment, you agree to pay all costs of collections, including but not limited to, reasonable attorney fees.

Customer Service Representatives are available to assist you. By Email: For billing and account inquiries: billing@downeastenergy.com

Monday-Friday from 8:00 am - 5:00 pm and emergency after hours. All other inquiries, contact: customerservice@downeastenergy.com

Contact Us by Telephone Toll Free: 1-888-665-2727



DOWNEAST ENERGY
172 MAIN ST
SO PORTLAND, ME 04106-2623
799-5585 (800)244-5585

*** INVOICE ***

Kevin & Stacy Salvo
6 Fox Hall Rd
Falmouth, ME 04105

Kevin & Stacy Salvo

ACCT# 1966946 2/04/19 1966946 2/04/19

DATE	REF #	DESCRIPTION	AMOUNT	REF #	AMOUNT
2/01/19	92663	#2 FUEL OIL 62.5 GAL@2.83920 ./22 SOUTH GRAFTON ST./PORTLAND ME 04103	177.45	92663	177.45
2/01/19	92664	#2 FUEL OIL 53.9 GAL@2.83920 ./24 SOUTH GRAFTON ST./PORTLAND ME 04103	153.03	92664	153.03
< INVOICE TOTAL >			330.48	<INV>	330.48

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172 MAIN ST
SO PORTLAND, ME 04106-2623
799-5585 (800) 244-5585

*** INVOICE ***

Kevin & Stacy Salvo
6 Fox Hall Rd
Falmouth, ME 04105

Kevin & Stacy Salvo

ACCT# 1966946 3/01/19 1966946 3/01/19

DATE	REF #	DESCRIPTION	AMOUNT	REF #	AMOUNT
2/28/19	29592	#2 FUEL OIL 70.9 GAL@2.98450 ./22 SOUTH GRAFTON ST./PORTLAND ME 04103	211.60	29592	211.60
2/28/19	29591	#2 FUEL OIL 67.3 GAL@2.98450 ./24 SOUTH GRAFTON ST./PORTLAND ME 04103	200.86	29591	200.86
< INVOICE TOTAL >			412.46	<INV>	412.46

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DOWNEAST ENERGY
172 MAIN ST
SO PORTLAND, ME 04106-2623
799-5585 (800)244-5585

*** INVOICE ***

Kevin & Stacy Salvo
6 Fox Hall Rd
Falmouth, ME 04105

Kevin & Stacy Salvo

ACCT# 1966946 4/12/19 1966946 4/12/19

DATE	REF #	DESCRIPTION	AMOUNT	REF #	AMOUNT
4/11/19	74411	#2 FUEL OIL 91.9 GAL@3.05940	281.16	74411	281.16
./22 SOUTH GRAFTON ST./PORTLAND ME 04103					
4/11/19	74412	#2 FUEL OIL 88.4 GAL@3.05940	270.45	74412	270.45
./24 SOUTH GRAFTON ST./PORTLAND ME 04103					
< INVOICE TOTAL >			551.61	<INV>	551.61

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DOWNEAST ENERGY
172 MAIN ST
SO PORTLAND, ME 04106-2623
799-5585 (800)244-5585

*** INVOICE ***

Kevin & Stacy Salvo
6 Fox Hall Rd
Falmouth, ME 04105

Kevin & Stacy Salvo

ACCT# 1966946 7/30/19

1966946 7/30/19

DATE	REF #	DESCRIPTION	AMOUNT	REF #	AMOUNT
7/29/19	22438	#2 FUEL OIL 78.0 GAL@2.85260	222.50	22438	222.50
./24 SOUTH GRAFTON ST./PORTLAND ME 04103					
7/29/19	22439	#2 FUEL OIL 109.3 GAL@2.85260	311.79	22439	311.79
./22 SOUTH GRAFTON ST./PORTLAND ME 04103					
< INVOICE TOTAL >			534.29	<INV>	534.29

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**DOWNEAST
ENERGY**
Feel Good Inside

DOWNEAST ENERGY
172 MAIN ST
SO PORTLAND, ME 04106-2623
799-5585 (800)244-5585

*** INVOICE ***

Kevin & Stacy Salvo
6 Fox Hall Rd
Falmouth, ME 04105

Kevin & Stacy Salvo

ACCT# 1966946 1/27/20 1966946 1/27/20

DATE	REF #	DESCRIPTION	AMOUNT	REF #	AMOUNT
12/23/19	9934	#2 FUEL OIL 85.2 GAL@3.08010	262.42	9934	262.42
./24 SOUTH GRAFTON ST./PORTLAND ME 04103					
< INVOICE TOTAL >			262.42	<INV>	262.42

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Contact Us by Telephone Toll Free: 1-888-665-2727

Real Estate

View Bill		View bill image
As of	6/1/2026	
Bill Year	2025	
Bill	2520141	
Owner	SALVO STACY E	
Parcel ID	169-D-054-001	

[View payments/adjustments](#)

Installment	Pay By	Amount	Payments/Credits	Balance	Interest	Due
1	10/18/2024	\$3,422.28	\$3,422.28	\$0.00	\$0.00	\$0.00
2	3/14/2025	\$3,422.28	\$3,422.28	\$0.00	\$0.00	\$0.00
TOTAL		\$6,844.56	\$6,844.56	\$0.00	\$0.00	\$0.00

Real Estate

View Bill

View bill image

As of	6/1/2026
Bill Year	2026
Bill	2633755
Owner	SALVO STACY E
Parcel ID	169-D-054-001

[View payments/adjustments](#)

Installment	Pay By	Amount	Payments/Credits	Balance	Interest	Due
1	10/17/2025	\$3,978.56	\$3,978.56	\$0.00	\$0.00	\$0.00
2	3/20/2026	\$3,978.56	\$3,978.56	\$0.00	\$0.00	\$0.00
TOTAL		\$7,957.12	\$7,957.12	\$0.00	\$0.00	\$0.00

Real Estate

View Bill

[View bill image](#)

As of	6/1/2019
Bill Year	2021
Bill	37970
Owner	SALVO STACY E
Parcel ID	169-D-054-001

[View payments/adjustments](#)

Installment	Pay By	Amount	Payments/Credits	Balance	Interest	Due
1	10/30/2020	\$3,082.75	\$3,082.75	\$0.00	\$0.00	\$0.00
2	3/19/2021	\$3,082.75	\$3,082.75	\$0.00	\$0.00	\$0.00
Interest			\$2.70			\$0.00
TOTAL		\$6,165.50	\$6,165.50	\$0.00	\$0.00	\$0.00

8.-14



224 GORHAM RD.
SCARBOROUGH, ME 04074
207-885-0771

Invoice 76979611
Invoice Date 3/11/2025
Completed Date 3/11/2025
Customer PO
Payment Term Due Upon Receipt
Due Date 3/11/2025

Billing Address

SALVO, STACY & KEVIN- 22 & 24 South Grafton
6 Fox Hall Road
Falmouth, ME 04105 USA

Job Address

22 & 24 South Grafton Street
22 & 24 South Grafton Street
Portland, ME 04103 USA

Description of Work

Annual oil cleaning. Changed the nozzle, filter, and strainer. Brushed and vacuumed the heat exchanger. Checked all unit safeties. Test Fired and measured the unit efficiency waited for boiler to shut off on high limit. -.06,trace,7.7,500,77.3% eff.

Note. Only cleaned 22. 24 is same boiler and just as old. Dry base steel. Struggled with warped top plate for hours to get bolted down and secured. Highly recommend replacing boilers and upgrading from side tapped oil tanks. Boiler has missing baffles and has air infiltration issues. Both boilers share a chimney. Boiler was very sooty when I started the cleaning.

Annual Tune Up Oil - Member = \$250.00

Sub-Total	\$250.00
Tax	\$0.00
Total Due	\$250.00
Balance Due	\$250.00

Gelinas saves you time and money with preventative maintenance

Yes, Please move forward with the work for \$250.00. I agree with Terms and Conditions. Location is 22 & 24 South Grafton Street, Portland, ME 04103 USA

3/11/2025

By signing, I acknowledge that the company has satisfactorily performed the agreed-to services in the amount of \$250.00. Balance in full is due upon completion. 30 day labor & 1 year part warranty by Gelinas HVAC Services.

3/11/2025

Transactions

Import

+

All Transactions Needs Review Trash

Search iankoulov

22 S Grafton St

All units

2019-01-01 - 2019-12-31

All categories

All amounts

All accounts

Premium f

Displaying 1 - 2 of 2 matching transactions totaling -\$905.00 Clear filters Export CSV

Date	Description	Category	Property	Amount	Account
03/15/19	Christopher Iankoulov Christopher Iankoulov	Repairs & Maintenance Snow Removal	22 S Grafton St	-\$385.00	Bank of America Adv Plus Banking (x82290)
01/10/19	Christopher Iankoulov Christopher Iankoulov	Repairs & Maintenance Snow Removal	22 S Grafton St	-\$520.00	Bank of America Adv Plus Banking (x82290)

\$ 905

Invoice 2048 from That Guy 207

That Guy 207: kieninnovative@outlook.com
Reply-To: ThatGuy207@outlook.com
To: kevinsalvo@gmail.com

Mon, Dec 9, 2025 at 9:03 PM

INVOICE 2048 DETAILS



That Guy 207

8-17

DUE 01/07/2026

\$1,600.00

Print or save

Powered by QuickBooks

Dear Kevin Salvo,

We appreciate your business. Please find your invoice details here. Feel free to contact us if you have any questions.

Have a great day!
That Guy 207

Bill to	Kevin Salvo
Terms	Net 30

Property Maintenance	\$750.00
Wed Acres	
Mowing and Fall Cleanup	
1 x \$750.00	
Property Maintenance	\$850.00
So. Grafton	
Mowing and Fall Cleanup	
1 x \$850.00	

Balance due \$1,600.00



8-16.2

2025 Snow

INVOICE

Christopher Iankoulov
25 Augusta St
South Portland, Maine 04106
United States

207-749-6683

BILL TO
Stacy Salvo
Stacy Salvo
6 Fox Hall Rd.
Falmouth, 04105

207-284-3060
salvorental@gmail.com

Invoice Number: 300
Invoice Date: January 6, 2026
Payment Due: January 6, 2026
Amount Due (USD): \$300.00

Product	Quantity	Price	Amount
Snow plowing Services Snow plowing two driveways @ 22/24 South Grafton St Portland ME	3	\$100.00	\$300.00

12/02/2025
12/14/2025
12/24/2025

Total: \$300.00

Amount Due (USD): \$300.00



8-16.3
2025 snow

INVOICE

Christopher Iankoulov
25 Augusta St
South Portland, Maine 04106
United States

207-749-6683

BILL TO
Stacy Salvo
Stacy Salvo
6 Fox Hall Rd.
Falmouth, 04105

207-284-3060
salvorental@gmail.com

Invoice Number: 284

Invoice Date: March 7, 2025

Payment Due: March 7, 2025

Amount Due (USD): \$350.00

Product	Quantity	Price	Amount
Snow plowing Services Snow plowing two driveways @ 22/24 South Grafton St Portland ME	3.5	\$100.00	\$350.00

02/06/2025
02/09/2025~storm and a half
02/13/2025

Total: \$350.00

Amount Due (USD): \$350.00



18-1E.11
2025 snow

INVOICE

Christopher Iankoulov
25 Augusta St
South Portland, Maine 04106
United States

207-749-6683

Bill to

Stacy Salvo
Stacy Salvo
6 Fox Hall Rd
Falmouth 04105

207-284-3060
salvorental@gmail.com

Invoice Number: 282

Invoice Date: February 3, 2025

Payment Due: February 3, 2025

Amount Due (USD): \$0.00

Product	Quantity	Price	Amount
Snow plowing Services	4	\$100.00	\$400.00
Snow plowing two driveways @ 22/24 South Grafton St Portland ME			
01/20/2025			
01/29/2025			
02/01/2025			
02/03/2025			

Total:	\$400.00
Payment on February 10, 2025:	\$400.00
Amount Due (USD):	\$0.00



8-5

K S <kevinsalvo@gmail.com>

2019 insurance

Prior Premiums

Sheri Turner <sheri.turner.sdy3@statefarm.com>
To: "kevinsalvo@gmail.com" <kevinsalvo@gmail.com>

Thu, May 14, 2026 at 10:20 AM

Hi Kevin,

Below is the history of several years premiums.

2017 -\$1031

2019 -\$905

2021 -\$1115

2023 -\$1226

Please let me know if you need anything else. Thank you!

Important! State Farm now requires that all regular drivers be listed on your car policy or you may not be covered if they are driving your car and in an accident. If you have anyone to add (or remove), please let us know ASAP!



Sheri Turner

sheri@michelleraber.com

Thanks for sharing how we have made insurance easier for you: <https://michelleraber.com/reviews>

Refer someone to us to get a thank you gift card!

Get the SF App by texting MOBILE to 78836



8-5
2025

28

My Accounts

My policy details

Need to make updates to your policy? Contact your agent to request a change.

Rental dwelling pol - special form

Policy #99-BD-G703-8

Current annual premium
\$1,324.00/yr

Renewal date
April 09, 2027

Insured address
22 S Grafton St
Portland, ME 04103-5030

Mailing address
7 HILLTOP TRL
FALMOUTH, ME 04105-2692

Policy owners
SALVO, STACY E

[View Declarations](#)

Chat

Policy coverage details

Dwelling

\$480,700

Limit Per Occurrence

Dwelling Extension

\$48,070

Limit Per Occurrence

Personal Property

\$24,035

Limit Per Occurrence

Loss of Rents

Actual Loss Sustained

Limit Per Occurrence

Fire Department Service Charge

\$500

Limit Per Occurrence

Business Liability

\$5,000,000 / \$10,000,000

Limit Per Occurrence / Annual Aggregate Limit

Medical Payments

\$5,000

Limit Per Person

Policy Deductible

1%

Deductible Percentage

Chat

[All Transactions](#) [Needs Review](#) [Trash](#)

Premium filter

Selected 8 transactions totaling **-\$4,578.35** [Export CSV](#) [Deselect all](#)

[✎](#) [⤴](#)

☐	Date	Description	Category	Property	Amount	Account
☒	11/02/25	HIGGINS ENERGY LLC HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$444.75	Chase Credit Card (x6246)
☒	01/26/25	Higgins Energy Llc HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$454.65	Chase Credit Card (x6246)
☒	01/14/25	Higgins Energy Llc HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$479.54	Chase Credit Card (x6246)
☒	03/20/25	Higgins Energy Llc HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$598.06	Chase Credit Card (x6246)
☒	02/16/25	Higgins Energy Llc HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$607.71	Chase Credit Card (x6246)
☒	10/19/25	HIGGINS ENERGY LLC HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$631.98	Chase Credit Card (x6246)
☒	05/04/25	Higgins Energy Llc HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$640.97	Chase Credit Card (x6246)
☒	05/04/25	Higgins Energy Llc HIGGINS ENERGY LLC	Utilities	22 S Grafton St	-\$720.69	Chase Credit Card (x6246)



Dylan Orr <dorr@portlandmaine.gov>

Rent Increase Application Hearing Confirmation for 7/8/2026 Rent Board Meeting - 22 South Grafton St

K S <kevinsalvo@gmail.com>

Thu, Jul 9, 2026 at 4:02 PM

To: Dylan Orr <dorr@portlandmaine.gov>

Cc: "stacysalvo@gmail.com" <stacysalvo@gmail.com>

To clarify:

The tenant in the left-side unit reimbursed a total of **\$738** during the prior year for a portion of the heating oil costs. This reimbursement was requested because an additional occupant moved into the unit, resulting in increased oil consumption. In contrast, the right-side unit has had the same single occupant for approximately 11 years, with no change in occupancy.

The reimbursement represented only a portion of the additional heating costs because I did not consistently provide the tenant with the oil invoices or promptly request reimbursement.

The property has two separate furnaces and two separate oil fill pipes, allowing each oil delivery to be identified as serving a specific unit.

In Section 15 of my petition, I included the \$738 reimbursement as part of the property's total annual income.

[Quoted text hidden]

City of Portland – Housing Safety Division

LANDLORD APPLICATION FOR RENT INCREASE SUMMARY

Date of Hearing

Wednesday, July 22, 2026

Owner Name and Address

West Bayside Partners LLC

511 Congress St, Suite 601

Portland, ME 04101

Agent Name and Address

P.J. Massey, 511 Congress St, Suite 601, Portland, ME 04101

Property Address

132 Marginal Way, all 196 units

CBL

442-A-001-001

Tenants/Interested Parties

Yes

Type of Request

Renovation of a unit or reconfiguration of one or more units (6-233(c))

Capital Improvement Costs, including financing costs (6-234(b)(5)(a))

Uninsured repair costs (6-234(b)(5)(d))

X Increased housing service costs (6-234(b)(5)(c))

Fair Rate of Return (6-234(b)(5)(d))

City of Portland – Housing Safety Division
RENT INCREASE APPLICATION – MAINTENANCE OF NET
OPERATING INCOME

Date of Hearing:

July 22, 2026

Owner Name and Address:

Julie Sullivan and Daniel Sullivan
73 Hennessey Ave
Brunswick, ME 04011

Property Address:

340 Eastern Promenade #213

CBL:

015-A-002-046

Tenants/Interested Parties:

No

City of Portland Permitting and Inspections Department Landlord

Worksheet/Petition for Rent Board Approved Increase Rent Increase using

Fair Return Standard: Maintenance of Net Operating Income (MNOI)

Note to Applicants

All information and documentation provided in this application will be made available to the public, pursuant to applicable public access laws in the State of Maine. An Applicant may choose to redact sensitive information contained herein, including, but not limited to bank account information, debit card or credit card information, government-issued identification information, personal contact information such as phone numbers, email addresses, tenant or employee names, or other personally identifying information. The Rent Board may act within its authority to request any additional information it deems pertinent to the application at hand.

Introductory Information

A landlord is entitled to a fair return on investment, which means an amount sufficient to allow a just and reasonable rate of return, to encourage the investment of capital in the rental housing market, to fairly compensate investors for the risks they have assumed, and to achieve minimum constitutionally protected standards.

Pursuant to the Rent Control Ordinance, the fair return on investment must be calculated using Maintenance of Net Operating Income (MNOI). This methodology presumes the net operating income the landlord earned from a Covered unit during the calendar year 2019 yielded a fair return on investment unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. To qualify for an MNOI increase, the landlord has to file this application for a hearing by the Rent Board.

1. Presumption of Base Year Net Operating Income

It shall be presumed that the net operating income received by the landlord during the calendar year 2019 (the Base Year) yielded a Fair Return on investment. This presumption may be rebutted, in which case an adjusted Base Year Net Operating Income shall be used.

2. Fair Return

A landlord has the right to obtain a net operating income equal to the Base Year (2019) net operating income adjusted by 100% of the percentage increase in the Consumer Price Index (CPI), since the Base Year. It shall be presumed this standard provides a Fair Return.

3. Base Year:

- a. Calendar year 2019 is the Base Year.
- b. In the event that a prior determination of the allowable Rent is made pursuant to a Fair Return petition, if a subsequent petition is filed, the Base Year shall be the year that was considered as the "current year" in the prior petition.
- c. Unless otherwise exempted from the limitation on rent increases by local, state or federal laws or regulations, if a Rental Unit enters the marketplace for the first time after 2019, the Base Year shall be the year the Unit entered the marketplace.

4. Current Year

The "current year" shall be the calendar year preceding the petition.

5. CPI (Consumer Price Index)

The annual CPI for the current year for All Urban Consumers for the Greater Boston Metro area (All Urban Consumers, All Items) provided by the U.S. Bureau of Labor Statistics [[Bureau of Labor Statistics Data \(bls.gov\)](https://www.bls.gov)].

6. Limits of Allowable Rent Increases in Any One Year

If the amount of any rent increase granted pursuant to a fair return petition exceeds 10%, the portion in excess of 10% shall be deferred to the next year or years following the procedure for Banked Rent.

General Information About the Property

Street Address: 340 Eastern Promenade Apartments

Parcel Numbers(s): _____

Year Property Purchased by Current Owner: June 2022Total Number of Units on the Property: 1Total Number of Units Affected by Proposed Rent Increase: 1Are there Rental Units that are Partially or Fully Exempt (circle)? Yes No **X**

If yes, number of Exempt Rental Units and Basis for Exemption: _____

I. Landlord InformationName: Daniel and Julie SullivanPhone(s): 207-449-2761 (Daniel) 207-522-1289 (Julie)Business Address: 73 Hennessey AvenueCity, State, Zip: Brunswick, Maine 04011Business E-mail: juliehallsullivan@gmail.com**II. Agent Information (if applicable)**

Name: _____

Phone(s): _____

Business Address: _____

City, State, Zip: _____

Business E-mail: _____

III. Services

Please check the applicable box to identify the manner in which each service is paid.

	Paid by Landlord, but not passed through to Tenants	Tenants pay service directly	Landlord pays service and passes cost through to Tenants
Gas	☒	☐	☐
Electricity	☐	☒	☐
Water	☒	☐	☐
Sewer	☒	☐	☐
Garbage	☒	☐	☐
Other:	☒	☐	☐

IV.Changes to Services

Briefly describe the services provided to the rental units. Include all services provided and state which services are provided without additional charge.

Services Paid by Landlord without Additional Charge to Tenants:

Snow Removal, Swimming Pool Maintenance, Undercover Parking, Cable TV, Event Room Use,
Library Use, Exercise Facility Use, Propane Grill Use, Landscaping, Parking Lot Maintenance/Cleaning
Common Area/Cleaning, Undercover Parking Cleaning/Maintenance

If there have been any changes to the services listed above or in the responsibility for their payment since the base year, please explain:

V. Income and Expense Explanation and Calculation

Calculation of Net Operating Income

Net operating income shall be calculated by subtracting operating expenses from gross rental income.

Gross Rental Income

Gross rental income includes:

- Scheduled rental income at one hundred percent (100%) occupancy plus all other income or consideration received or in connection with the use or occupancy of the Rental Unit.
If there is a change in the number of rental units between the Base Year & Current Year, the rental income and expenses for the same number of units shall be used in calculating the net operating income for both periods. The purpose of this provision is to provide a fair compensation between the Base Year and the Current Year.
- Vacant or owner-occupied rental units at the time a petition is filed, that provided rental income in the Base Year, shall count toward the calculation of gross rental income in the Current Year. The Rent Program shall attribute rental income calculated on the basis of average rents for comparable units at the property that were most recently rented. If no comparable units on the property were rented within the last two years, initial rents for comparable units in the City may be used if there is no other basis for its calculation.

Gross rental income shall not include:

- Utility charges that are sub-metered, for gas, electricity or water paid directly by the tenant;
- Charges for refuse disposal, sewer service or other services (which are either provided solely on a cost pass-through basis if they are regulated by state or local law)

VI. Operating Expenses

Operating expenses include reasonable costs of operation and maintenance of the Rental Unit, including:

- Management Expenses;
- Utility Costs except a utility that are paid directly by the tenant(s);
- Real Property Taxes Assessed and Paid;
- Insurance;
- License, Registration and other Public Fees;
- Landlord-performed Labor;
- Legal Expenses;
- The Amortized Costs of Capital Improvements; and
- Other Reasonable Operating Expenses.

Operating expenses shall not include the following:

- Mortgage principal or interest payments or other debt service costs and costs associated with obtaining financing;
- Any penalties, fees or interest assessed or awarded for violation of any provision of this chapter or of any other provision of law;
- Land lease expenses;
- Political contributions and payments to organizations or individuals which are substantially devoted to legislative lobbying purposes;
- Depreciation;
- Any expenses for which the Landlord has been reimbursed by any utility rebate or discount, Security Deposit, insurance settlement, judgment for damages, settlement or any other method or device;
- Unreasonable increases in expenses since the Base Year;
- Expenses associated with the provision of master-metered gas and electricity services;

- Expenses which are attributable to unreasonable delays in performing necessary maintenance or repair work or the failure to complete necessary replacements. (For example if a roof replacement is unreasonably delayed, the full cost of the roof replacement would be allowed; however, if interior water damage occurred as a result of the unreasonable delay, that expense would not be allowable to support a fair return); and
- Unreasonable Expenses.

Claim for Base Rent Adjustment

A claim may be made for a Base Year Rent Adjustment if the Base Year Rent and/or earlier rent amounts were disproportionately low. A Base Year Rent Adjustment will be considered if the evidence supporting a requested adjustment is provided and sufficiently compelling enough to show that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. Landlords may rebut the presumption that the Base Year net operating income provided a fair return. If a claim is made on this basis, the petitioner must complete Section XIX, Claim for Adjustment of Base Year Net Operating Income and Associated Rent Adjusted Claim at the end of this Application.

Check here ☒ if a claim for a Base Year Rent Adjustment is included in this application and complete Section XVIII of this Application.

***Do not have data for 2019 'base rate.' Have used 2022 data for 'base rate' as that's the year Daniel and Julie Sullivan bought apartment and assumed Landlord responsibilities.

VII. Income Worksheet

	Base Year (2019) ¹	2025 Current Year (2024)
Rental Income		
1. Gross scheduled rental income (total for the calendar year) including uncollected rent.	\$ 22,200	\$ 27,300
2. Portion Attributable to Vacancy	\$ 0	\$ 0
Fees (indicate what fee is for):		
3. Late fees	\$ 0	\$ 0
4. List fees, other than utilities, collected for services & amenities not included in rent	\$	\$
5.	\$	\$
6.	\$	\$
7.	\$	\$
Other Income (list separately by type)²:		
8.	\$ 0	\$ 0
9.	\$	\$
10.	\$	\$
Fees charged by landlord for Utilities		
11. Gas	\$ 0	\$ 0
12. Electricity	\$	\$
13. Water	\$ 0	\$ 0
14. Sewer	\$ 0	\$ 0
15. Garbage & Recycling	\$ 0	\$ 0
Other Utilities (list separately by type):		
16.	\$	\$
17.	\$	\$
18. TOTAL INCOME	\$ 22,200	\$ 27,300

(add only lines 1 and 3-17)

¹ or an alternative year in the event of extenuating circumstances.

² Interest earned by Landlord on Tenant security deposits, other interest, or investment income.

VIII. Operating Expense Worksheet

Additional operating expense items can be listed for this worksheet using separate page(s) as needed.

	2022	2025	2026
*purchased 2022, un-occupied 2023-March 2025			
--do not have data for 2019			
	Base Year-(2019)	Current Year (2024)	
1. Assessments (Tax assessments by city)	\$ 290,000	\$ 437,000	
2. Real Property Taxes	\$ 4,253.81	\$ 4,874.52	\$5,235.26
3. License Tax/Fee	\$	\$	\$542.50
4. Rent Board Registration Fees	\$	\$	
5. Insurance	\$	\$	
6. Accounting	\$	\$	
7. Legal (explain types of legal expenses)	\$	\$	
8. Manager /Management Services/condominium fee	\$ \$5,249.88	\$ \$5,249.88	\$5,417.88
9. Security	\$	\$	
10. Office Supplies	\$	\$	
12. Normal Repairs	\$	\$ \$324.20- thermostat replace)	\$359.59
13. Owner-Performed Labor	\$	\$	fridge repair
14. Plumbing Maintenance	\$	\$	
15. Pool Maintenance	\$ *	\$ *	*
16. Landscape Maintenance/snow removal	\$ *	\$ *	*
17. Other Maintenance	\$ *	\$ *	*
18. Parking Lot/Street Maintenance	\$ *	\$ *	*
19. Gas (separately metered only)	\$	\$	
20. Electricity (separately metered only)	\$	\$	
21. Water	\$ *	\$ *	
22. SewerCity of Portland Surface Watere	\$ 66.26	\$ 66.26	\$66.26
23.Amortized portion of Capital Expense (see Sections X, XI and XII column (i))	\$ 0	\$ 12,475.33 (2024 remodel)	
24. Vandalism Repairs	\$	\$	
25. Uninsured Damages	\$	\$	
27. TOTAL OPERATING EXPENSES	\$ 9,569.95	\$ 22,990.19	\$11,621.49

* Included in Condominium Fee paid by Landlord

IX.Allowances for Capital Improvements

Operating expenses include the amortized costs of capital improvements plus an interest allowance to cover the amortization of those costs. A capital improvement shall be any improvement to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250.00 or more per unit.

Allowances for capital improvements shall be subject to the following conditions:

1. The amortization period shall be in conformance with the schedule adopted by the City, as provided in Section XI, unless it is determined that an alternate period is justified based on the evidence presented at the Rent Board hearing.
2. Capital improvement costs do not include costs incurred to bring the Rental Unit into compliance with a provision of Portland Code or state law where the original installation of the improvement was not in compliance with code requirements.

Example of a Capital Improvement with Amortized Expenses and an Interest Allowance:

Owner filed a Petition on March 1, 2023 for an individual rent adjustment for a roof that was completed covering a four-rental unit building. The cost of the Capital Improvement was \$20,000 benefiting all four units in the building. The amortization period for a roof is ten (10) years according to the below tables. The applicable interest allowance based on the Primary Mortgage Survey is 3.88% + 2% for this example. The calculation of the capital improvement per month is:

Capital Improvement Cost	Interest Allowance	Period	Total Principal & Interest – Life of Improvement	Total Interest – Life of Improvement
\$20,000	5.88%	10 years (120 months)	\$26,500.52	\$6,500.52

Annual Amortized Cost	Monthly Amortized Cost	# of Units	Monthly Cost per Unit
\$2,650.05	\$220.84	4	\$55.21

X. Amortization Period of Capital Improvements/Expenses

In amortizing capital improvements/ expenses, the following schedule shall be used to determine the amortization period of the capital improvements and expenses. Improvements add to the health & safety of the rental unit.

	Years
Appliances	
Air Conditioners* (2025-\$10,800)	10
Refrigerator* (2026-\$810.24)	5
Stove* (2024-\$1,593.60)	5
Garbage Disposal (2024-\$110.27)	5
Water Heater*	5
Dishwasher	5
Microwave Oven	5
Washer/Dryer	5
Basic Items	
Fans* (2024-\$128.62)	5
Cabinets* (2024-\$5,601.40)	10
Carpentry (2024-\$6,193.79) owner carpentry cost not included	10
Counters* (2024-\$1,550)	10
Doors*	10
Knobs 73.68(2024-\$	5

	Years
Screen Doors	5
Fencing and Security*	5
Management	5
Tenant Assistance	5
Structural Repair and Retrofitting	
Foundation Repair*	10
Foundation Replacement*	20
Foundation Bolting*	20
Iron or Steel Work	20
Masonry-Chimney Repair*	20
Shear Wall Installation*	10
Electrical Wiring* (2024-\$9,597.68)	10
Elevator*	20
Fencing	
Chain	10
Block	10
Wood	10
City of Portland Various Building Permits (2024-\$672.25)	

	Years
Fire Systems	
Fire Alarm System*	10
Fire Sprinkler System*	20
Fire Escape*	10
Flooring/Floor Covering	
Hardwood (2024-\$26,975.70)	10
Tile and Linoleum	5
Carpet	5
Carpet Pad	5
Subfloor *included in Hardwood above	10
Fumigation Tenting*	5
Furniture	5
Automatic Garage Door Openers*	10
Gates	
Chain Link	10
Wrought Iron	10
Wood	10

	Years
Glass	
Windows*	5
Doors*	5
Mirrors	5
Heating*	
Central (2025-\$10,800 replace central air/heat unit)	10
Gas	10
Electric	10
Solar	10
Insulation	10
Landscaping	
Planting	10
Sprinklers	10
Tree Replacement	10
Lighting	

	Years
Interior* (2024-\$1,688.81)	10
Exterior*	5
Exterior	
Locks*	10
Mailboxes*	10
Meters*	10
Plumbing	
Fixtures*	10
Pipe Replacement* (2024-\$9,434.19)	10
Re-Pipe Entire Building*	20
Shower Doors* (2024-\$1,500)	5
Painting	
Interior (2024-\$8932.89)	5
Exterior	5
Paving	
Asphalt	10
Cement	10

	Years
Decking	10
Plastering	10
Sump Pumps*	10
Railings*	10
Roofing*	
Shingle/Asphalt	10
Built-up, Tar and Gravel	10
Tile	10
Gutters/Downspouts	10
Security*	
Entry Telephone Intercom	10
Gates/Doors	10
Fencing	10
Alarms	10
Sidewalks/Walkways*	10
Stairs	10
Stucco	10

	Years
Tilework (2024-\$1,245 kitchen backsplash)	10
Wallpaper	5
Window Coverings*	
Drapes	5
Shades	5
Screens	5
Awnings	5
Blinds/Mini-blinds	5
Shutters	5

*Capital Improvements generally concern any change or addition to a unit or property which materially adds to the value of the property, appreciably prolongs its useful life or adapts it to a new use and has a useful life of more than one year and a direct cost of \$250 or more per unit.

The * items are likely capital improvements. Other items may depend on the circumstances.

XI. Interest Allowance on Capital Improvements

If an amount was reported as an amortized portion of expenses on Section IX, Operating Expense Worksheet, line 23 of the Base Year or current operating expense table above, complete this section.

An interest allowance may be calculated on the cost of amortized expenses. The interest allowance shall be the interest rate equivalent to the "average rate" for a thirty-year fixed rate on home mortgages plus two percent (2%). The "average rate" shall be the rate Freddie Mac last published in its weekly Primary Mortgage Market Survey (PMMS) as of the date of the initial petition. <http://www.freddiemac.com/pmms/archive.html>

Please use the Microsoft Excel version of this page (available from the Housing Safety Office) or an online amortization calculator to ensure that your numbers are correct.

Completed Capital Improvement and Expense Worksheet (Base Year) 2022

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
Item #	Brief Description	# of Units Impacted	Initial Cost	Interest Rate Allowed*	Amortization Period (years)*	Interest Amount	Total Cost [Principal + Interest]	Annual Cost	Monthly Cost	Monthly Cost Per Unit
___	2022	1	\$ 0	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	___%	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Total for Base Year [add amounts in column (d)]: \$ 0

Annual Cost for Base Year [add amounts in column (i)]: \$ 0

Completed Capital Improvement and Expense Worksheet (Current Year) current year is 2024--below are costs from 2024 that affected 2025 rent

This list may include any capital expenses that are still being amortized in the current year. For example, if a roof was replaced last year, the amortized portion may be counted in the current year.

(a) Item #	(b) Brief Description	(c) # of Units Impacted	(d) Initial Cost	(e) Interest Rate Allowed*	(f) Amortization Period (years)*	(g) Interest Amount	(h) Total Cost [Principal + Interest]	(i) Annual Cost	(j) Monthly Cost	(k) Monthly Cost Per Unit
___	2024	1	\$ 12,339.06	8.86 %	5	\$2979.00	\$ 15,318.06	\$ 3063.61	\$ 255.30	\$ 255.30
___	2024	1	\$ 62,286.57	8.86 %	10	\$31,830.44	\$ 94,117.01	\$ 9,411.72	\$ 784.31	\$ 784.31
___	_____	_____	\$ _____	_____%	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	_____	\$ _____	_____%	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	_____	\$ _____	_____%	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	_____	\$ _____	_____%	_____	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Total for Current Year [add amounts in column (d)]: \$ 74,625.63

Annual Cost for Current Year [add amounts in column (i)]: \$ 12,475.33

XII. Blank Worksheet (Optional – Available for Petitioner Use)

XIII. Owner-Performed Labor

Landlord-performed labor shall be compensated at reasonable hourly rates. However, no Landlord-performed labor shall be included as an operating expense unless the Landlord submits documentation showing the date, duration, and nature of the work performed. There shall be a maximum allowed under this provision of five percent (5%) of gross income unless the Landlord demonstrates that greater services were performed for the benefit of the residents.

Owner Performed Labor – Base Year

Date (or Range)	Hours	Hourly Rate	Units Impacted	Type of Work
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Owner Performed Labor – Current Year

Date	Hours	Hourly Rate	Units Impacted	Type of Work
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

XIV. Planned Capital Improvements Year 2025

To encourage necessary capital improvements and expenses, a Landlord may include anticipated future expenses for the amortized cost of capital improvements and expenses in a fair return petition. An allowance shall be made for anticipated expenses that the Landlord intends to incur during the twenty-four month period following the date of a final Rent Program determination. This procedure should not be used for anticipated expenses for ordinary maintenance and repairs. The portion of any allowable rent increase attributable to the capital improvement and expense shall not go into effect until completion has been documented to the Rent Program.

Complete this table only if you are seeking preliminary approval for improvements you plan to complete within the next twenty-four (24) months. A rent increase cannot be granted until the improvements are completed and documentation of the cost of the improvements has been reviewed and approved by the City.

(a)	(b)	(c)	(d)	(e)	(f)	(g)	(h)	(i)	(j)	(k)
Item #	Brief Description and Expected Date of Completion	# of Units Impacted	Initial Cost	Interest Rate Allowed*	Amortization Period (years)*	Interest Amount	Total Cost [Principal + Interest]	Annual Cost	Monthly Cost	Monthly Cost Per Unit
___	replace ac/heat unit	1	\$ 10,800	8.87 %	10	\$5,526.14	\$ 16,326.14	\$ 1632.61	\$ 136.05	\$ 136.05
___	_____	___	\$ _____	____ %	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	____ %	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	____ %	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____
___	_____	___	\$ _____	____ %	___	\$ _____	\$ _____	\$ _____	\$ _____	\$ _____

*Use the amortization table in this Attachment and the information about interest rates.

Proposed Capital Expenses [add amounts in column (d)]: \$ 10,800

Annual Cost for Proposed Capital Expenses [add amounts in column (i)]: \$ 1632.61

XV. Net Operating Income (NOI)

Net Operating Income = Income – Operating Expenses

	2022 Base Year (2019)	2025 Current Year (2024)
1. Total Annual Income	\$ <u>22,200</u>	\$ <u>27,300</u>
2. Annual Operating Expenses	\$ <u>9569.95</u>	\$ <u>22,990.19</u>
3. Net Annual Operating Income	\$ <u>12,630.05</u>	\$ <u>4,309.81</u>
4. CPI [Annual Average CPI]	281.082 314.356	336.376 346.889
5. Percent Annual Increase in CPI Base Year to Current Year		<u>10.349</u> %
	$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$	
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ <u>13,937.13</u>
	$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$	
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ <u>9627.32</u>
	$\text{Line 6} - \text{Line 3 Current Year}$	
8. Allowable Rent Increase/Unit/Month ³		\$ <u>802.28</u>
	$\text{Line 7} \div 12 \div \# \text{ of Units}$	

³ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete XVIII Proposed Adjustment Worksheet.

XVI. Monthly Rent Worksheet

List the monthly rent, including all fees, charged each tenant, for the twelve (12) months preceding the date of the petition. If the rent was raised during the twelve-month period preceding the petition, including the amount of any fees, list each rent charged and indicate the date each raise was implemented. Provide the year and amount of any unused (banked) Annual Increase Percentage (AIP), Tax Rate Rent Adjustment (prior to 2023), or New Tenancy, or any other rent increase authorized by the Rent Board that have been banked with proper notice to each tenant for future rent increases.

Unit #	Rent	AIP & New Tenant Increase	Date of Increase	AIP & New Tenant Taken (%)	AIP & New Tenant Deferred (%)	Other Charges (Please specify)	Comment
<u>213</u>	<u>\$ 1800.00</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>2022</u>
<u>213</u>	<u>\$ 2,275.00</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>2025 new tenancy</u>
<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>_____</u>
<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>_____</u>
<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>_____</u>
<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>_____</u>
<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>_____</u>
<u>_____</u>	<u>\$ _____</u>	<u>\$ _____</u>	<u>_____</u>	<u>_____</u> %	<u>_____</u> %	<u>\$ _____</u>	<u>_____</u>

_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____
_____	\$ _____	\$ _____	_____	_____ %	_____ %	\$ _____	_____

XVII. Proposed Adjustment Worksheet

Use the worksheet below to document current and proposed rents on a per-unit basis. MNOI increases should be distributed on a per capita basis or proportionally to the square footage or costs and expenses attributed to each unit.

Indicate method of allocation: _____

Unit #	Base Period Rent Year -(2019) 2022	Date Tenancy Commenced (mm/dd/yyyy) 6/2022 purchased building assumed landlordship	Initial Rent of Current Tenant/s	Date of Last Rent Increase (mm/dd/yyyy) (new tenants) 03/01/2025	Rent used in Current Year Income Calculation	Rent as of Date Petition Submitted	Proposed Rent
<u>213</u>	\$ <u>1800</u>	<u>06/2022</u>	\$ <u>1800</u>	<u>03/01/2025</u>	\$ <u>2,275.00</u>	\$ <u>2,275.00</u>	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____

_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____
_____	\$ _____	_____	\$ _____	_____	\$ _____	\$ _____	\$ _____

XVIII. CLAIM FOR ADJUSTMENT OF BASE YEAR NET OPERATING INCOME AND ASSOCIATED RENT ADJUSTED CLAIM

The ordinance dictates that the Rent Board must presume the net operating income the landlord earned from a covered unit during calendar year 2019 yielded a fair return on investment, unless the landlord proves that special or peculiar circumstances prevented the landlord from receiving a fair return on investment during that period. **Complete this Section XIX and the following Sections XX and XXI only if you are seeking an adjustment in base rent due to special or peculiar circumstances.**

Check the factors below that are applicable to your claim.

- XXXXX A. Exceptional Expenses in the Base Year. The landlord's operating expenses in the base year were unusually high or low in comparison to other years. In such instances, adjustments may be made in calculating operating expenses in order that the base year operating expenses reflect average expenses for the property over a reasonable period of time. Check which factor(s) contributed to your claim:
- ☒ a. Extraordinary amounts were expended for necessary maintenance and repairs
 - ☒ b. Maintenance and repair expenditures were exceptionally low as to cause inadequate maintenance or significant deterioration in the quality of services provide
 - ☐ c. Other expenses were unreasonably high or low notwithstanding the application of prudent business practices.
- B. Exceptional Circumstances in the Base Year. The gross income during the base year was disproportionately low due to exceptional circumstances. In such instances, adjustments may be made in calculating base year gross rental income consistent with the purpose of analyzing base year net operating income. Check which factor(s) contributed to your claim:
- ☐ a. The gross income during the base year was lower than it might have been because some residents were charged reduced rent.
 - ☐ b. The gross income during the base year was significantly lower than normal because of the destruction of the premises and/or temporary relocation for construction or repairs.
 - ☐ c. The pattern of rent increases in the years prior to the base year were less than increases in the CPI.
- C. Other exceptional circumstances: (specify)

If the Rent Board determines that one or more of the above circumstances apply, the calculation of MNOI in Section XX will be performed with an Adjusted Gross Income, and that will be substituted for the Section XVI calculations. This figure represents the income that would have been expected absent the exceptional circumstances. Options for determining Adjusted Gross Income include, but are not limited to:

- A. Base year rents charged for any comparable units in the same building.
- B. The FY 2019 Fair Market Rents for Portland, ME, reported by the US Department of Housing:⁴

Efficiency	One-Bedroom	Two-Bedroom	Three-Bedroom	Four-Bedroom
\$989	\$1,071	\$1,387	\$1,829	\$2,198

⁴ These values do not include the cost of utilities. If using these numbers, do not include the cost of utilities in the base year when completing the expense portion of the worksheet.

- C. An appraisal of comparable fair market rental values as of 2019 for units similar to the units that are the subject of this application which has been prepared by a Maine licensed appraiser and is attached to this application.

Actual Gross Income for 2019: \$ _____

Proposed Adjusted Gross Income for 2019: \$ _____

Briefly describe the method for obtaining the proposed income and attach any relevant documentation in support of the claim for an adjustment of base year rent.

XIX. Income and Operating Expense Worksheet With Adjustment of Base Year

	Base Year (2019) 2022	Current Year (2024)
Rental Income		
1. Adjusted Gross Income (with Adjusted Base Year as proposed in Section XIX)	\$ 22,200	\$ 27,300
2. Portion Attributable to Vacancy	\$	\$
Fees (indicate what fee is for):		
3. Late fees	\$	\$
4. List fees, other than utilities, collected for services & amenities not included in rent	\$	\$
5. _____	\$	\$
6. _____	\$	\$
7. _____	\$	\$
Other Income (list separately by type)⁵:		
8. _____	\$	\$
9. _____	\$	\$
10. _____	\$	\$
Fees charged by landlord for Utilities		
11. Gas	\$	\$
12. Electricity	\$	\$
13. Water	\$	\$
14. Sewer	\$	\$
15. Garbage & Recycling	\$	\$
Other Utilities (list separately by type):		
16. _____	\$	\$
17. _____	\$	\$
18. TOTAL INCOME	\$ 22,200	\$ 27,300
(add only lines 1 and 3-17)		

⁵ Interest earned by Landlord on Tenant security deposits, other interest or investment income.

XX. Calculation of Fair Return Rent Adjustment with Adjustments of Base Year Amount

Complete only if seeking an adjustment of base year rent.

	Base Year (2019) 2022	Current Year (2024)
1. Total Annual Income	\$ <u>22,200</u>	\$ <u>27,300</u>
2. Annual Operating Expenses	\$ <u>9569.95</u>	\$ <u>22,990.19</u>
3. Net Annual Operating Income	\$ <u>12,630.05</u>	\$ <u>4,309.81</u>
4. CPI [Annual Average CPI]	281.082	336.376
5. Percent Annual Increase in CPI Base Year to Current Year		<u>236.376</u> %
	$\frac{\text{Line 4 Current Year} - \text{Line 4 Base Year}}{\text{Line 4 Base Year}} \times 100$	
6. Fair Net Annual Operating Income = Base Year Net Operating Income Adjusted by CPI Increase		\$ <u>12,866.43</u>
	$\frac{\text{Line 5} + 100}{100} \times \text{Line 3 Base Year}$	
7. Fair Net Annual Operating Income Minus Current Net Operating Income = Allowable Rent Increase		\$ <u>8,556.62</u>
	Line 6 – Line 3 Current Year	
8. Allowable Rent Increase/Unit/Month ⁶		\$ <u>713.05</u>
	Line 7 ÷ 12 ÷ # of Units	

⁶ If applied equally per unit. The Landlord may propose to allocate using a different rational basis. To detail a different allocation, complete XVIII Proposed Adjustment Worksheet.

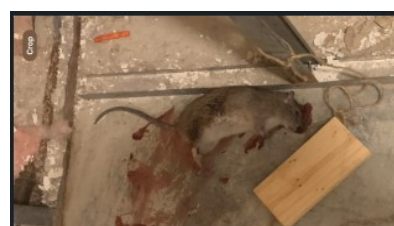
XXI. Other Claims

Explain any other claims in support of this application and provide/attach any evidence in support of those claims. Please use additional pages as appropriate:

Apartment purchased with intent to rent however due to extensive mold, water damage, infrastructure damage, rat infestation and handicap inaccessibility; hence a complete remodel was completed.

–Below is a list of some of the problems that were remediated. Attached please find before/after photos.

PROBLEM	REMEDIATION
-Offensive odor of decaying rats living in walls	- Rat removal (see pic.) some wallboard removal, carpet removal, repaint entire apartment
- Unsafe kitchen cabinets due to water damage of particle boards—unable to safely support weight of contents	- Replaced all cabinets
- Mold in wall boards from water damage	- Mold abatement, replaced/repainted, wall boards in kitchen, laundry room, bathroom
- Leaking water line for refrigerator ice maker	- Replaced/repaired water line in ceiling
- Tub not handicap accessible and shower door broken	- Replaced with walk in shower (see pic.)
- Kitchen not handicap accessible	- Widened space opening to kitchen (see pic.)
- Extensive water damage and mold in bedroom walls, bedroom ceiling, bathroom walls, bathroom ceiling, living room wall, laundry room wall.	- Mold abatement, replaced wall boards and ceilings with damage, repainted
- Unsafe oven --door handle held together with duct tape (see pic.)	- Replaced oven/range
- Carpet beyond repair due to stains, odor, and tears	- Replaced all carpeted flooring with wood—with required underlay to limit noise
- Bathroom door broken/wood damaged, knob missing	- Replaced door and door hardware
- General damage to walls, baseboard damage or torn off missing	- Replaced or repaired baseboards, repainted



XXII. Documentation of Current Year Income & Operating Expenses

1. Organize documents by operating expense category.
2. Number each page, submitted with this Application, with the number of the Expense Category (for instance on page 7, category of Landscape Maintenance is on line 16, any documents supporting that line item would be marked p.7, 16-1, p. 7 16-2, p. 7 16-3 and so on).

XXIII. Current Tenant Information

If there are more than four affected tenants, attach additional sheet(s).

Tenant's Name _____

First _____ Last _____ Unit number _____

Mailing address if different _____ Email address: _____

Tenant's Name _____

First _____ Last _____ Unit number _____

Mailing address if different _____ Email address: _____

Tenant's Name _____

First _____ Last _____ Unit number _____

Mailing address if different _____ Email address: _____

Tenant's Name _____

First _____ Last _____ Unit number _____

Mailing address if different _____ Email address: _____

XXIV.Certification

I hereby certify that the information provided is accurate to the best of my knowledge, request that any required notices be given and ask that a hearing be scheduled in front of the Rent Board to process this request for a rent increase as outlined above.

Signature of Applicant Landlord:

Julie Sullivan	<i>Julie Sullivan</i>	June 10, 2026
Printed name	Signature	Date

Vender	Pmt	Date	2022 - current year Apartment Expenses Details	Cost	
			340 EASTERN PROMENADE APARTMENT #213, PORTLAND, MAINE		
Home depot	CC	23-Apr	Appliance Garbage Disposal	110.27	
Home Depot	CC	26-Apr	Appliance Home Depot stove/garbage disposal...(return garb. Dispos?)	1593.6	
Amazon	CC	23-Apr	Appliance Kitchen stove/oven	1399.98	
				3103.85	3103.85
Lowe's	CC	9-Nov	Cabinet hardware	68.53	
Cabinets	Check	7-Aug	Cabinets Hammond lumber	1903.5	
Carpenter	Cash	16-Oct	Carpenter	5650	
Matt Lllewelyn	Cash	22-May	carpentry	1350	
Dirigo	Check	July	Carpentry Sheet rock bedroom	450	
Portland Glass	CC	11-Sep	Door Shower door	1500	
				10922.03	10922.03
Dump	Cash	1-Apr	Dump	36	
Dump	Cash	30-Apr	Dump	37	
Dump	CC	12-Sep	Dump	25	
				98	98
Electrician	Cash	16-Oct	Electrician	3754.75	
JB Electric	Cash	July	Electrician	5842.93	
				9597.68	9597.68
Home Depot	CC	23-Apr	Floor tile (4 more boxes)	83.35	
Flooring	Check	28-Aug	Flooring	21974	
Amazon	CC	24-May	Flooring Laminate floor underlayment	303.84	
Home Depot	CC	24-May	Flooring Bathroom floor tile	100	

Paul White Tile	CC	22-May	Flooring Dura Quiet underlay-Paul White Tile	411.45
Lowe's	CC	28-Apr	Flooring Glippity glop floor glue removal	34.79
The Store	CC	28-Apr	Flooring Glippity glop floor glue removal	29.06
Home Depot	CC	1-Apr	Flooring Glue stripper	59.04
	Check	24-Nov	Flooring Install	1071
Home Depot	CC	16-Apr	Flooring Laminate, White tile flooring, cement board, shower pan	2785.67
Home Depot	CC	20-May	Flooring Tile	7.34
Home Depot	CC	22-May	Flooring Tile	100.71
Home Depot	CC	29-Apr	Flooring Tile sample	15.48
				26975.7
Lowe's	CC	29-Mar	Hardware and Supplies: Putty knife for ceiling, sample of tile	47.49
Lowe's	CC	31-Dec	Hardware and Supplies:	68.51
Hardware	CC	23-Apr	Hardware and Supplies: Razor scraper, razors, shed keys	28.32
Home depot	CC	27-Jul	Hardware and Supplies: 5/8 patching sheet rock	64.06
Home Depot	CC	24-Jun	Hardware and Supplies: Ceiling vents and covers	128.62
Lowe's	CC	15-Nov	Hardware and Supplies: Curtain Rods	56.19
Lowe's	CC	1-Aug	Hardware and Supplies: Door knobs	32.11
Amazon	CC	25-Jul	Hardware and Supplies: Door knobs wall plate s	41.57
Home Depot	CC	25-Apr	Hardware and Supplies: Floor scraper	32.14
	CC	14-Sep	Hardware and Supplies: Home depot	42.76
Home Depot	CC	26-Apr	Hardware and Supplies: Home Depot (tile/nails?)	28.32
Carpenter	Cash	17-Oct	Hardware and Supplies: Kitchen wall, patch wall, mud walls/ceiling, baseboards	5600
Amazon	CC	25-Jul	Hardware and Supplies: Lifting straps	19.91
Lowe's	CC	28-Apr	Hardware and Supplies: Lowe's glippity glop to remove glue from floor	118.12
Home Depot	CC	18-Nov	Hardware and Supplies: miscel. Items to hang shelving	24.88
Lowe's	CC	6-May	Hardware and Supplies: nails	6.3
Walmart	CC	July	Hardware and Supplies: Screen for window	14.98
Amazon	CC	15-Nov	Hardware and Supplies: Shelving Amazon; bathroom shelves	108.64

26975.7

Portland Glass	CC	22-Oct	Hardware and Supplies: Shelving Bathroom Door	1743.21
				8206.13
Amazon	CC	7-Aug	Lighting Bathroom above sink light	42.19
Amazon	CC	6-Aug	Lighting Bedroom sconce	35
Re-store	CC	July	Lighting Ceiling Lights (bedroom, kitchen, laundry room, bathroom)	70.42
Lowes	CC	31-Dec	Lighting for kitchen and bathroom	1541.2
				1688.81
Rocky's hardware	CC	31-Dec	Paint	97.04
Rocky's hardware	CC	31-Dec	Paint	35.85
Painter	Check	30-Sep	Painter	2000
Tom Murphy	Check	29-Oct	Painting	1000
Tom Murphy	Check	7-May	Painting	2800
Tom Murphy	Check	21-Nov	Painting	3000
				8932.89
City of Portland	CC	20-May	Permit Building permit	317.75
City of Portland	CC	26-Apr	permit Plumbing permit	51.25
City of Portland	CC	29-Apr	Permit Plumbing Permit	133.25
City of Portland	CC	28-Jun	Permits City of Portland change name on electric. permit	170
				672.25
Plummer	Check	17-Oct	Plumber	850
Plumbing	Check	16-Oct	Plumbing	808
Plumbing	Cash	16-Oct	Plumbing	5060
Pummer	Check	July	plumbing	1050
Lowes	CC	24-Jul	Plumbing Bathroom sink, cabinet and mirror and faucet	458.38
Home Dept	CC	14-Nov	plumbing haardware--faucets for kitchen	120.27

8206.13

1688.81

8932.89

672.5

Plummer	Check	4-Aug	Plumbing --Permit guy and finishing drain	615
Edge Energy	Check	6-Jun	Replace AC/Heating unit	10,500
City of Portland	CC	11-Jun	Plumbing permit name change	10.25
Lowes	CC	10-Oct	Plumbing Sink, faucet and a few other items	504.29
				19976.2
2025				

19,976.20

\$90,173.79













05/12/2026
License #: LTR-007768-2026
Code Case #: RCC2600757
Julie and Daniel Sullivan /
27 Hennessey Avenue
Brunswick, ME 04011

NOTICE OF VIOLATION AND ORDER TO CORRECT

To Whom It May Concern,

The City of Portland Permitting and Inspections Department inspected the rental data for **340 EASTERN PROMENADE PORTLAND, ME 04101** on **05/12/2026** and found violations of the City of Portland Code of Ordinances, which are listed on the attached page(s). You are hereby ordered to correct these violations by **06/11/2026**. Please be advised that penalties will be applied if the violations are not corrected by that date.

If you do not correct the attached violations by the date given, then this matter will be referred to the City of Portland Corporation Counsel for legal action, and you may be charged \$150 for re-inspection per the City's fee schedule. In the event of court action, the City may be entitled to an order to correct the violations, civil penalties in the minimum of \$100 per violation per day, costs and fees, and other relief under §1-15 of the City Code and 30-A M.R.S. §4452.

Please respond in writing via email to rentcontrol@portlandmaine.gov or send response by USPS to **389 Congress St, Portland, Maine 04101**.

You have a right to appeal this decision to Superior Court within 30 days of the date of this notice pursuant to Rule 80B of the Maine Rules of Civil Procedure.

I appreciate your anticipated cooperation, and please contact our office by calling 207-874-8900 if you have any questions.

Thank you,

Mercedes Bohaty
Rental Registration Inspector

Julie and Daniel Sullivan /
27 Hennessey Avenue
Brunswick, ME 04011

NON-COMPLIANCE VIOLATION LIST

APPLICABLE CODE SECTION (S)	City Code 6-234(c)
CODE DESCRIPTION	At no time may a Landlord raise the rent of a Covered Unit by more than ten (10) percent. Any rent increases available to a Landlord in excess of ten (10) percent must be banked for later use.
COMMENTS	The owner has claimed a rent increase that exceeds 10% of the previous reported rent. Unit #213 rent increased on April 1, 2025 from \$1,850.00 to \$2,275.00 resulting in a 22.9% increase.
DEADLINE	06/11/2026

APPLICABLE CODE SECTION (S)	Remedy - City Code Sec 6-234(f)
CODE DESCRIPTION	A landlord who is not in substantial compliance with any provision of this chapter, including but not limited to the Rent Stabilization Ordinance, may not demand, accept or retain any rent increase otherwise permitted by this section or any other provision of this Code or Maine statute.
COMMENTS	The owner is ordered to reduce the rent to the last code-compliant amount of \$1,850.00 and reimburse the tenant(s) any overcharge. Proof of resolution must be sent in writing. Resolution documents can be sent via USPS to 389 Congress Street, Room 302, Portland, ME 04101 or electronically via to rentcontrol@portlandmaine.gov
DEADLINE	06/11/2026