



CITY OF BELFAST

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MANAGER'S REPORT
Belfast City Council Meeting
Tuesday, July 16, 2019.

Committee Interviews 6:00 p.m.

Regular Council Meeting 7:00 p.m.

TO: Mayor Samantha Paradis and Honorable Members of Belfast City Council

FROM: Joseph J. Slocum, City Manager

DATE: Friday, July 12 2019

Agenda Items:

10-A Highlights of the proposed 2019 – 2020 City Budget.

Given where the draft budget started, facing significant increased expenditures and a large decrease in non property tax revenues, I am pleased to report that the Mil Rate or Tax Rate for County, School and City property taxes will only increase from \$22.70 per thousand dollars of value to \$22.90 per thousand dollars value. This is the same Mil rate we had 2 years ago.

It is a combined County, School and City increase of 20 cents per thousand dollars of property value. If your property- residential or commercial- is valued at \$100,000 then your total tax bill will increase by \$20.

Here is the Property Tax Breakdown:

School	\$10,434,638	59.2%
County	\$1,537,746	8.7%
City TIF	\$329,119	
City	\$5,331,831	32.1 %

It was very difficult to achieve this result but I do want to thank Governor Mills and the Maine State Legislature for returning to us some additional revenue sharing this year. Revenue Sharing is supposed to be 5% of income and corporate tax receipts coming back to the municipalities. This year it went up to 3%. In 2007 we received \$911,000. Last year received \$418,382. Thanks to the Governor and the Legislature this next year will see \$686,693 coming to Belfast.

I also want to thank the City Departments who were asked to make additional cuts and who are being asked to try to meet the demands for their services with less. My experience tells me this will be very difficult.

Finally much thanks goes to the Council itself who is very cognizant about the impact of property taxes upon everyone, especially those with less. This is the most discussed and dissected piece of work they do every year.

10-B Public Hearing on the proposed 2019 – 2020 City Budget.

This is an opportunity for the citizens of Belfast to come forward to raise any issue they wish on the proposed City Budget. The time to address School Budgets and County budgets has passed.

10-C Discussion and possible vote on the proposed 2019 – 2020 City Budget.

The budget runs from the period of July 1, 2019 to June 30, 2020. By charter it must be approved before the end of the month. Several departments are holding back forward action pending budget approval.

10-D Further discussion with Paul Naron on the City's request for a permanent easement across his Front Street properties.

On June 18, 2019 the Council met in open session with attorney Joseph Baiungo who was appearing on behalf of his client Paul Naron. In a letter to the Council, dated June 3, 2019, Mr. Baiungo wrote:

" What I propose is the following: Mr. Naron's permit is approved upon the condition the public has a license to cross the property as part of the Harbor Walk. If Mr. Naron, or any future owner, decides to revoke the license, then the permit is similarly revoked, and the businesses are shut down. Accordingly, the operation of the businesses will be expressly tied to the public continuing to have access across the property."

At Council request we scheduled an executive session to discuss this matter with the City Attorney on July 2, 2019.

On July 8, 2019 I sent a letter to Mr. Naron that identified all the concessions the City made to provide Mr. Naron with everything he asked for in his application. I suggested to Mr. Naron that perhaps the Council would be willing permanently cap the number of onsite parking spaces (already reduced from 159 to 65, regardless of any type of future use. It would be as permanent a property right as the City's permanent public easement across the property. This would be a significant and valuable new benefit to Mr. Naron as owner of the property. As for the future, we has always indicated a willingness to relocate the permanent easement on the property to a reasonable degree. The July 8th letter to Mr. Naron is attached to this report for your consideration.

This matter is on the agenda to see if either of these options is workable.

10-E Public Hearing on a proposal to commence a Code enforcement action seeking to demolish derelict structures on property located at #3 Baker Road and for the City to place a lien on the property to recover the cost associated with the demolition.

We have had many complaints and no commitment from the owner to clean this mess up. Our only option is to tear the building down and remove it from the property and then place a lien on the property to pursue reimbursement. Attached to this report is a Memo from City Code Enforcement Officer Bub Fournier providing further detail.

10-F Discussion and possible action on a proposal to commence a code enforcement action seeking to demolish derelict structures on property located at #3 Baker Road and for the City to place a lien on the property to recover the cost associated with the demolition.

10-G Discussion and possible action on the storm stabilization project for Belfast City Park.

Attached to this report is a memo from the Director of Code and Planning Wayne Marshall providing a summary of the Bids for this project in City Park. Last year's storms caused huge destabilization of the shoreline between the water and the parking lot. We seek acceptance of the bids and award of the bid to the lowest responsible bidder.

10-H Discussion and possible action to close the City Planning Office for certain amount of time every week due to a staff shortage.

The City Planner, Sadie Lloyd Mudge, will be leaving employment with the City and we are searching for her replacement. In the meantime we cannot handle the volume of workload unless we can schedule some downtime to take care the detail of the office. We will be asking to close the office for certain day and period of time each week.

Attached to this report is a memo from the Director of Code and Planning Wayne Marshall providing further detail.

10-I Request to appoint Jeremy Bell as a Belfast Police Officer.

There is a memo from Deputy Chief Gerry Lincoln attached to this report providing further information on this candidate.

10-J Request from the City Manager for a Council order to clean up previously approved Capital Project funding sources.

10-K First Reading on proposed City Ordinance changes for the City Parking lot on Bridge Street.

I have attached a draft of new rules to apply to this parking lot. This is being done in response to a lot of unwanted activity occurring in this lot which interferes with the public's use of the lot and the surrounding neighborhood. This is a first reading and we may want to amend this in a variety of ways before going to second reading sometime in August.

10-L Update on Public access to the water off Highview Terrace.

We thought we had an understanding with the adjoining property owner the use the last few feet at the corner of their to access the beach as long as the city was willing to allow that same owner to use abutting city property for Part of their lawn and driveway. In May the owner fenced the bottom 10 feet of the corner of their property which acts as a visual and physical barrier to anyone wanting to access the beach. We're trying to work on an arrangement with the owner to secure license to use this 10 feet of their property in exchange for continued use of City property and to provide them with indemnification if anyone gets injured using this small piece of land.

We will provide a further update at the meeting.

10-M Request from the City Manager to go into Executive Session to discuss a Real Estate matter pursuant to 1 MRSA 405 (6) C.

10-N Signing of Council Orders

That is about it for now. Enjoy your weekend and don't forget to shop local for everything you need.

6.B

AGING WELL IN WALDO COUNTY

Report to Belfast City Council

July 16, 2019

Timeline:

Spring 2016 -Meetings and discussion begins led by Samantha Paradis; decide on name of AWWC and a steering committee of volunteers.

Fall 2016

- With help from WCGH as fiscal agent, AWWC/WCGH receives planning grant from AARP to conduct assessment of the county and plan work.
- Painstaking process of writing a survey.
- **City of Belfast admitted to the Age-Friendly Network by AARP.**

2017

- 2/1/2017 – 5/1/2017 – Launch of AWWC website; Collection of data for the survey (required by AARP grant) using 16 volunteers to administer surveys in settings; yielded 1047 respondents, the most in our region (more than Bangor!). Yield of quantitative data with aid of WCGH staff under Joy Osterhaut.
- 5/17 – 7/17 – Team assembled for narrative analysis of the qualitative data.
- 7/17-8/18 - Writing of Research Report (available online at Agingwellinwaldocounty.org)
- Biggest assets in WC: Libraries, Churches, and Y: Biggest problems in WC: Transportation, Social Isolation, and Housing
- AWWC participation in conferences and webinars advising other communities on assessment practices and reporting findings.
- Begin tabling at events (including at State House)
- Establish logo

2018

- Write and File strategic plan with AARP National
- Strategic Plan accepted by AARP
- **Waldo County admitted to the Age-Friendly network**

- Writing of by-laws for organization
- By-laws accepted; Election of Officers and Board; former steering committee became Board of Directors
- Establish bank account and EIN (with Palermo Community Center as Fiscal Agent).
- Establish email
- Begin process of becoming 501c3
- Submitted 1 grant; not funded
- Completion of AWWC Directory of Services for Seniors
- Creating PR materials
- Tabling at events

2019

- Successfully became 501C3
- Begin of Outreach campaign to townships
- Beginning of Committee for Social Isolations working with Waldo County librarians; participation from Maine State Library
- Submission of two grants, both successful; 1 specific to “creating inviting spaces” for 2 rural libraries.
- Begin transportation committee to address rural transportation issues, exploring volunteer driving programs in other Maine regions.
- Article in RJ and Maine Senior Magazine
- Tabling at events

2020

- Continue to work with Mid-Coast Transportation on publicity, etc.
- Continue to explore volunteer run transportation initiatives
- Continue Outreach plan
- Continue to work with WC libraries
- Engage with Waldo County clergy concerning social isolation issues
- Engage more with the Y

Partner Agencies (regularly)

Waldo County Commissioners

Waldo County Sheriff's Office

Waldo CAP

Mid-Coast Transportation

Maine CDC

Triad

Waldo County Librarians

Partners As Needed

Window Dressers

Waldo County Habitat for Humanity

Waldo County Tech Center

Agingwellinwaldocounty.org

infoaffc@gmail.com



Building an Age-Friendly County in Maine:



An Action Report of Aging Well in Waldo County,

2018-2019

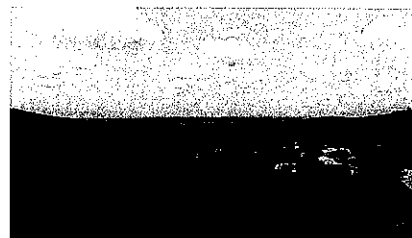


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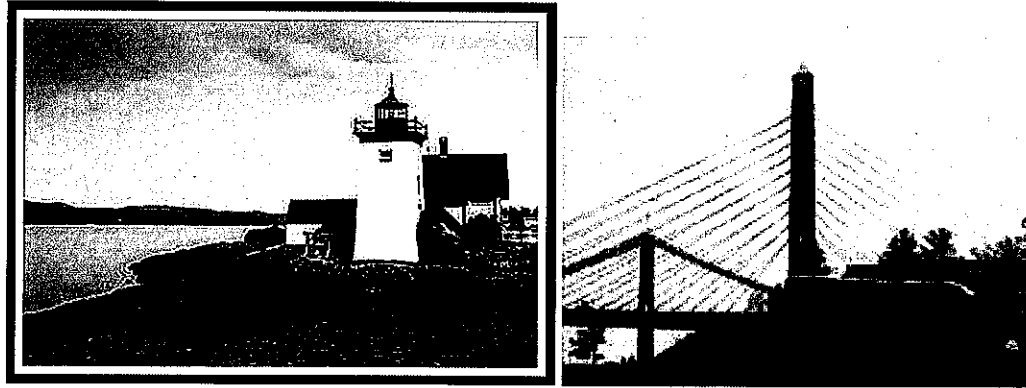
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WELCOME TO WALDO COUNTY

Waldo County, Maine (WC), located in the mid-coast region of Maine, is home to 38,786 people, with the City of Belfast as the county seat. Other towns in WC include (1)Belmont, (2)Brooks, (3)Burnham, (4)Frankfort, (5)Freedom, (6)Islesboro, (7)Jackman, (8)Knox, (9)Liberty, (10)Lincolntonville, (11)Northport, (12) Monroe, (13) Montville, (14) Morrill, (15) Palermo, (16) Prospect, (17) Searsport, (18) Searsmont, (19) Stockton Springs, (20) Swanville, (21) Thorndike, (22) Troy, (23) Unity, (24) Waldo, and (25) Winterport. See Figure which follows – a map of Waldo County, Maine.



Named after Brigadier General Samuel Waldo (1696-1759), Waldo County (WC) covers 853 square miles, of which 123 square miles is water. Bordering it are Hancock, Penobscot, Knox, Somerset, Kennebec counties, and Penobscot Bay.



Demographics

The median age of WC residents is 45 years. Across the county, 26% are age 60 and over. Almost half of all households include at least one person over 60. While 38% of older people live with a spouse or partner, 67% live alone, and most of those who live alone are women. Among the 85% of people over 60 who are homeowners, one in three still has a mortgage. Since, in general, older people own older homes that require more maintenance, the financial burden can be considerable even without a mortgage.

Households headed by a person 65+ have a lower median income than the county overall. 19% have an income of less than \$15,000, while 17% have an income over \$75,000. About 13% of WC residents are veterans. About 38% of all residents have at least one disability. Hearing loss is the second largest disability group (20%), with mobility challenges being the largest (21%).

The figure below of WC municipalities and populations is based on 2010 US census data (<https://factfinder.census.gov>).

Belfast	6668	Morrill	884
Belmont	942	Northport	1520
Brooks	1078	Palermo	1535
Burnham	1164	Prospect	709
Frankfort	1124	Searsmont	1392
Freedom	719	Searsport	2615
Islesboro	566	Swanville	1388
Jackson	548	Troy	1030
Knox	806	Thorndike	1030
Liberty	913	Unity	2099
Lincolnton	2164	Waldo	762
Monroe	890	Winterport	3757
Montville	1032		

The Figure that follows lists Maine State Parks located in Waldo County

State Park	Location
Fort Point State Park	Stockton Springs
Lake St. George State Park	Liberty
Moose Point State Park	Searsport
Swan Lake State Park	Swanville
Warren Island State Park	Islesboro

The following figure lists Fish and Wildlife locations in Waldo County, Maine

Fish and Wildlife Hatcheries and Wildlife Management Area	Location
Frye Mountain Wildlife Management Area	Montville, Knox
Mendall Marsh Wildlife Management Area	Frankfort
Ruffingham Meadow Wildlife Management Area	Seasmont

ORGANIZATION OF AGING WELL IN WALDO COUNTY

The group that became AWWC began meeting in June 2016 out of concerns in Belfast about our aging population and a desire to improve community life for them. Meetings were initiated, and invitations made to interested people and organizations by the then City of Belfast public health nurse, Samantha Paradis, who later became mayor! The early group contained only one individual from outside Belfast. Through preliminary conversations, however, the group realized that older people faced common problems across WC and decided these needed to be addressed at a county level.

This decision immediately posed organizational challenges. Many WC towns are too small to provide volunteers or other resources to an organization serving the entire county. Without a representational structure, however, how could a group be organized that wouldn't end up burdening just a few people and spreading itself too thin?

From 2016-2017, the founding group began developing a Board of Directors, working to create and adopt a charter, and drawing up an organizational plan to move forward. No relevant precedents are available because no other sites of AARP age-friendly programs in the State of Maine consist of an entire county. It has been difficult to settle on procedures for assessing the scope and depth of the work needed and assemble an infrastructure and staff to accomplish goals.

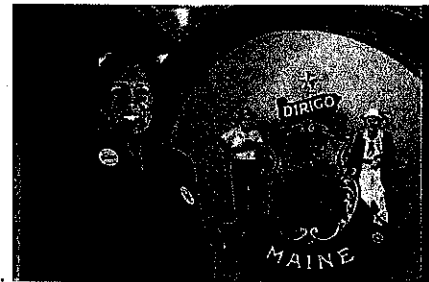
At the time of this report, the Board and its constituent entities are still taking shape. However, progress is regularly evident.

AWWC Board of Directors

This section describes the Board of Directors at the time of this report. As a new organization, AWWC is still soliciting help, especially for specialized functions.



Samantha Paradis – Ms. Paradis, elected Mayor of Belfast in November 2017, attends meetings whenever as her schedule permits. Ms. Paradis is the Founder of AWWC.



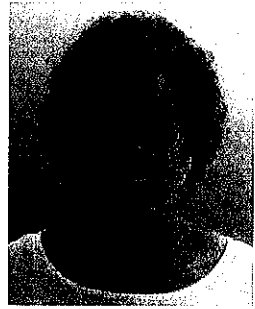
Jan Dodge – Ms. Dodge, from Belfast, is serving as the current Chair. She is a retired teacher and has leadership experience in other local organizations. Jan is very interested in serving our senior population, so we can all age well in Waldo County.



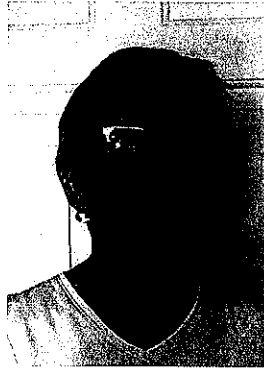
Wendy C. Kasten – Dr. Kasten, a retired professor and researcher, directed the assessment process. As a writer, she helped write the AWWC Assessment report, Action Plan, and By-laws. She currently serves as vice chair.



Betty Johnson – Ms. Johnson is currently the District 1 Commissioner of Waldo County. She brings a governmental perspective and is leading the organization in the construction of a charter. Talented at graphic design, she created the AWWC logo.



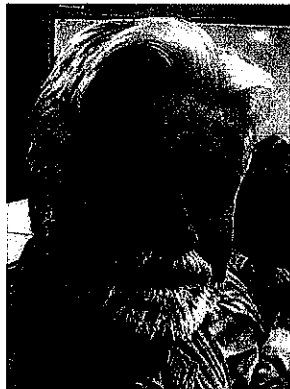
Barbara Lehn – Ms. Lehn, a retired elementary school teacher and writer, serves as our Recording Secretary.



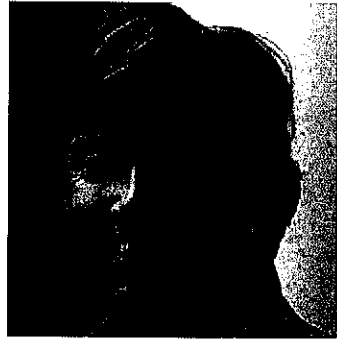
Happy Bradford – Ms. Bradford, a retired teacher, has been an active member of AWWC since its inception, helping to develop the county survey, as well as attending and participating in statewide aging conferences. She doubles as the AWWC historian.



Kathleen Kearns – Ms. Kearns, with her exceptional technology skills, created and maintains the AWWC website. She has a background in small business and digital communications. As a job development specialist, she helps people find and retain gainful employment, addressing any barriers to success.



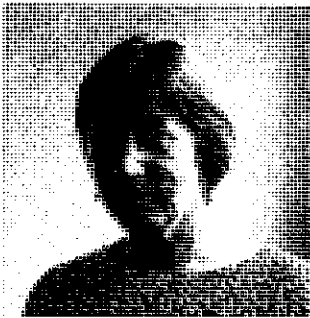
Drexell White – Mr. White is the Midcoast Public Health District Liaison for the Maine Center for Disease Control and Prevention (Maine CDC) which includes Waldo, Knox, Lincoln, and Sagadahoc counties, which is home of a number of active age-friendly programs. Mr. White helps to manage communications.



Jayne Crosby Giles – A former banker and Maine legislator, Ms. Giles heads up the Grants and Funding committee of AWWC. She is the past CEO of MaineStream Finance, a non-profit community development bank. Ms. Giles joined AWWC as part of her strong interest in Seniors aging well in their homes and community. She is a former State legislator. She and her husband live in Belfast.



Marje Stickler – Ms. Stickler is a retired geriatric case manager. Currently, she co-chairs an Ad Hoc committee while juggling many other AWWC and local community tasks. As a member of a local church and the Belfast Garden Club, and as a former Pen-Bay Steward, she is in contact with many senior community members. Her two therapy dogs visit Waldo County General Hospital weekly.



Carol Kuhn – Dr. Kuhn is a local practicing family physician at Seaport Community Health Center in Belfast and represents the health provider community. She also is the medical director of Tall Pines Retirement and Healthcare community, a local nursing home facility and residence for senior citizens.



Evie Tinker – Ms. Tinker is a retired social worker, brings experience from TRIAD, a group that links law enforcement, aging needs, and the community, and is working on Ad Hoc committees. Because of her previous profession, she leads towards personal contact with senior populations and development of access and trust.



Ellen Hoyt – Ms. Hoyt represents the town of Frankfort and is highly involved with home health care in the region. She is active in TRIAD, serves as a Hospice volunteer for WC and participates in several other community organizations.



Jeff Trafton – Currently the Waldo County Sheriff, Sheriff Trafton is playing a number of roles on AWWC committees. Jeff works on town outreach, with a goal of identifying active volunteers in every WC town.



Connie Bellet – Ms. Bellet represents the town of Palermo, one of our early AWWC project sites. She is president of the “Living Communities” organization which oversees the Palermo Community Center and Palermo Community Gardens, hosts the Palermo Food Pantry and the Great Thunder Chicken Drum. Bellet is also a Master Gardener volunteer.



Sue Garrett – Sue brings skills in technology and architecture to AWWC. She has worked for 30 years planning, designing, and producing drawings on computers. She provided accessible buildings for elderly and handicapped individuals.



Eric Schrader – Mr. Schrader is a former CPA who also brings to the group 25 years of interest and experience designing and constructing housing for seniors. He holds special certification with CAPS, a group providing home modification for seniors and the disabled.

Joyce Fenner – Ms. Fenner has a background working with TRIAD and serves on Ad Hoc committees for AWWC.

Jesse Rishani – Ms. Rishani represents the town of Prospect, and is very involved with local chambers, home healthcare, and hospice services in WC. She offers CPR and First Aid classes.

Suzanne Pelletier – Ms. Pelletier is a retired teacher and leader of the AWWC subcommittee in the town of Liberty, one of our early projects.

Cary Bradford – Mr. Bradford likes to describe himself as a “village elder.” He was one of the founders of AWWC and helped to develop the survey. His management experience has been useful in the running meetings. He also is an avid photographer and has provided photographs of many of our events.

AWWC General Members

Nan Borton – Ms. Borton has a background in disaster relief and contributed greatly to the assessment process and analysis. She serves on the transportation work group.

Barbara Bell – An environmentalist, Barbara Bell lives in Belfast. She is a member of the City's Climate Change Committee and is active in other local environmental groups. Her interests overlap with AWWC primarily in terms of efforts to improve regional public transportation.

Paul Sheridan – Mr. Sheridan is a photographer. He worked on the Assessment phase of AWWC and is available for service on committees.

AWWC is still seeking members of different backgrounds and expertise—plus willingness to working the full range of support needed for an entire county. For example, AWWC seeks representatives from other WC towns to broaden representation.

Partners

In creating this organization, AWWC has sought to include constituent members that share similar or complementary goals. To date, the organizations represented include:

The Maine Center for Disease Control – A local representative, Drexell White serves on our Executive Board.

The Waldo County Sheriff's Office – Our current elected Sheriff, Jeff Trafton, serves on our Executive Board. Jeff is also a member of TRIAD.

TRIAD – TRIAD is a partnership of seniors, law enforcement, and local organizations dedicated to improving the safety of people 50 and older in their homes and communities through education and service. Joyce Fenner and Evie Tinker are two other members of TRIAD who serve on our Executive Board.

Waldo County Government- County Commissioner Betty Johnson serves on our Executive Board.

Waldo Community Action Partners – Waldo CAP is working with AWWC on a transportation work group to improve some aspects of *Mid-Coast Transportation*, and to address various other needs of seniors during the holidays.

Towns Represented Officially or Unofficially

Belfast – Many AWWC members live in Belfast. The Mayor is involved in AWWC as much as possible.

Lincolntonville – Commissioner Betty Johnson is from Lincolntonville.

Northport- Dr. Carol Kuhn and Drexell White hail from Northport.

Frankfort – Ellen Hoyt is from Frankfort.

Thorndike – Jeff Trafton lives in Thorndike.

Liberty – Suzanne Pelletier is our AWWC liaison to Liberty.

Palermo – Connie Bellet is our AWWC liaison to Palermo.

Prospect – Jessie Rishani hails from Prospect.

Assessing Waldo County's Needs for Aging Well

Assessment of WC began in February 2017. The data collection period ended April 15, 2017. A team assembled for the data analysis of the survey data and the focus group transcripts. Details of the assessment are included below.

Instrumentation

The *Assessment Sub-committee* of AWWC reviewed instruments used by other Maine communities that had conducted assessments previously and gained AARP age-friendly status. These samples offered many ideas and direction, but none were quite right for Waldo County.

As a result, the committee worked arduously through many meetings to create an assessment survey that would suit the entire county, based on the AARP Eight Domains for Age-Friendly Communities. These eight domains include: (1) *Outdoor Spaces and Buildings*; (2) *Communication and Information*; (3) *Social Participation*; (4) *Housing*; (5) *Respect and Social Inclusion*; (6) *Civic Participation and Employment*; (7) *Transportation*; (8) *Community Support and Health Services*. It was further decided that the length of the survey should be limited to one sheet of paper and should have a comfortable, inviting format.

The resulting assessment was a list of 26 questions with multiple-choice answers, and a narrative box that invited respondents to write more considered comments about the *strengths* and *needs* of where they live within WC.

Survey Distribution

The newly-minted instrument was distributed principally in two ways.

First, more traditionally (and with the help of personnel from Waldo County General Hospital), the AWWC survey was entered into a popular software program for surveys that the hospital is licensed to use. The survey link was then posted on a website created for AWWC and on AWWC's Facebook page (*agingwellinwaldocounty.org*).

Second, because of the high poverty rate in WC, one of the poorest counties in Maine, the assessment committee advertised for "research assistants." The response was appropriate and encouraging. On January 31, 2017, 16 mostly retired professionals attended a three-hour training session on distributing and administering surveys. The session was held in the community center in the town of Waldo, Maine.

Prior to the meeting, two members of the Assessment Sub-Committee amassed information county-wide about places seniors gather, sorted by town. Each research assistant chose assignments in two or three towns in WC, or in fellowship organizations (e.g. veterans' groups, churches, granges), venues, or some combination of these. Assistants left this meeting trained to accomplish three goals:

- Distribute, via "snowballing" (see below), WC residents 50 and over among their own computer contacts, asking those contacts to fill out the survey online, and to pass the message along to *their* contacts with the same request (see Appendix 2).

- Distribute a half-page flier provided by AWWC to people when about town to provide them the information needed to understand AWWC and to take the survey online at home (see Appendix 3).
- Distribute blank surveys around WC (100 of these were supplied to each assistant) at the venues and in the contexts where assistants chose populations to target. The intent of this innovative distribution was to ensure participation from a wide demographic, including lower SES (Socio-economic) homes, places where seniors have more limited technology, with a goal of respondents from every WC community and a threshold of 500 or higher (N= 500+).
- NO survey mailing was included. First of all, mail returns in surveys are generally poor. Second, the majority of potential respondents do not live within walking distance of a post office; in some cases, personal mailboxes are far from residences.

Data collection began February 1, 2017 and ended May 5, 2017. Hand-administered surveys were delivered to personnel from the hospital. These surveys were inputted into the survey software by hand, in order to create a single database.

Overall, 1047 surveys (N=1047) went into the database, completed either by hand or online.

Discussion about Survey Data Collection

The research team feels certain that our efforts to reach people without technology gave us more, better data than relying on electronic surveys alone. While training a team of assistants to go out into the county was time-consuming, the time apparently was worthwhile.

We recruited research assistants via advertisements in various venues such as newsletters of professional organizations that invited brief applications in which applicants could share something about their areas of expertise. Overall, we had retired teachers, social workers, hospice workers, publishers, and an accountant. Everyone was experienced working with the public and would observe a level of professionalism in the process, including confidentiality where needed. The volunteers who applied were all highly interested in the topic, and motivated to help obtain good data; all but two were retired or of retirement age.

During the two-hour training session already mentioned, we explained the background of the project and our procedures. As described, we provided our volunteers with information about where in our county seniors gather. For example, one of our male research assistants set out to visit all the county veteran organizations, thus ensuring male respondents. Some research assistants visited cafés in a target area to find respondents. Church, library, and YMCA functions were other good venues for collecting surveys. Some research assistants asked permission to

One of the distribution strategies we employed, and which was covered during training, is called *Snowball sampling*, or just *snowballing*. It spreads a given notice as quickly and widely as a news item “going viral” on the Internet. We provided each assistant with a template for an email message to write to their older WC contacts (friends, relatives, business associates, etc.) in their personal email address books. Each assistant asked these contacts to take the survey, providing the online link, and further requesting that each contact share the email with WC contacts in *their* address book to reach more respondents. This strategy gave us several hundred surveys within the first few days after the survey went online. We were off to a good start.

At the start of the distribution phase of the project, we provided each assistant with an official looking name tag, a hundred blank surveys, and talking points of what to say by way of introduction at a venue. As the assistants spread out around the county, some of them were warmly greeted and made to feel welcome, consistent with Maine hospitality, but at some venues they got cold shoulders and were treated with suspicion, also consistent with some Maine municipalities. For instance, one research assistant asked a town clerk for permission to attend a town meeting. Permission was granted but the town clerk neglected to inform the selectperson in charge of the meeting. Once informed, the selectperson politely introduced the assistant, and explained that she’d be set up at a table with chairs for respondents to sit in and take the survey, but the group was not responsive. Indeed, when the selectperson stated that the survey was funded by Maine AARP, the comment drew negative reactions. One woman ranted, “I don’t like AARP, they fund the LEFT, and I’m not telling ‘em where my guns are.” This was not a successful venue.

In spite of our efforts, and a robust number of surveys completed, we believe we never got our poorest and most vulnerable populations represented. A research assistant who went to a low-income housing unit to urge tenants to take the survey was met with suspicion and everyone she asked refused to participate. We believe it will always be difficult to reach this marginalized sector of any population. We did get the cooperation of some social workers to collect at least some data from seniors who are home-bound and/or disabled.

We have the following recommendations for other communities doing assessments:

- Do not rely solely on respondents who have computers and access to the Internet.
- Put together a robust team of helpers to distribute surveys rather than relying on people to request copies of the survey: publicity is limited.
- Decide on locally logical strategies and venues. Train and keep in touch with the distribution team.
- Expect mixed results in participation of various demographic groups.
- Be explicit about procedures for distribution, collection, and submitting paper surveys.
- Leave the online survey open for many weeks to ensure good use of the link.

Focus Groups

After the surveys had been collected and partially analyzed, Focus Groups were planned. Three Focus Groups were formed, all comprised of WC senior citizens from a wide socio-economic and demographic profile.

In April 2017, a training session was held to prepare some people to organize and/or administer focus groups. Each Focus Group had an organizer, an administrator to lead the group, and one or two note-takers who made audio recordings with participant permission and took copious notes as backup. Note-takers reviewed and tidied document files and submitted audio and document files to the principal investigator to arrange for analysis.

The first focus group included the towns of Palermo, Liberty, Unity, Montville, and Freedom in March 2017.

The second focus group was organized in Stockton Springs and included the towns of Stockton Springs, Searsport, Prospect, and Frankfort. It was held on May 22, 2017 in Stockton Springs. Efforts to identify and include representation from Monroe and Winterport were not successful.

The third focus group included Belfast and surrounding communities. It was held in early June, 2017. Overall, 29 seniors participated in one of the three focus groups.

The four open-ended questions for the Focus Groups emerged from the analysis of the open-ended questions at the end of the survey. They were carefully selected to solicit in-depth information and challenges that might be actionable in further endeavors of AWWC.

The focus group questions were:

- > 1. What in your community or area is an asset to people 50 and over?
- > 2. What in your community or area needs to be different or changed to suit people 50 and over?
- > 3. If there is one thing you could change in your community or area, what would that be?
- > 4. Do you have anything else you would like to say?

Appendix 4 shares the Demographic Registration filled out by participants to provide basic demographic information about the focus group participants. Appendix 5 includes the form granting permissions from participants to be audio-recorded.

More details about the Focus Groups are offered in the section on findings.

Analysis

The software used for the surveys provided the tallies, charts and graphs that represent the major findings of the instrument. Overall, 1047 surveys were completed from 26 communities (N=1047).

Data are presented by question number and AARP Domain topics. The last item, #27, was the narrative item. In two parts, respondents were invited to list what works in their community, and what does not. Not all respondents chose to address this item. The total number of responses for the narrative items was close to 400.

A team of six people met multiple times to analyze the open-ended items, 27 and 27a. Item 27 invited respondents to comment on assets of their township. Item 27a invited respondents to comment on challenges in their community that could use improvement for people ages 50 and over.

Constant Comparative Analysis (a technique highly accepted in qualitative research first developed by Corbin and Strauss) was the technique used to analyze these items. The data were separated between 27 and 27a, and then disaggregated by *all Waldo County* and *Belfast only*. Comments were read and reread to determine logical categories. Responses were then coded using the categories. All responses were first coded by a team of two researchers, and then traded with another team of two researchers. Therefore, all responses were evaluated by at least four people who agreed on the categories assigned.

Responses could warrant multiple categories, as is common in narrative analysis. For example, a comment that a food pantry at the church is a town asset would be assigned a category for the *church* as an asset, and the *food pantry* as another asset. A comment where a respondent mentioned attending a movie and a pot luck dinner at the local library would be coded for both *library*, and *social*. A comment about liking *Senior College* would get a code of *Learning* and *Social*.

The researchers then took the codes that emerged from the data and attempted to fit them to the eight AARP domains. The majority of codes fit into one of those. The ones that did not fit dealt with *how respondents felt about where they lived*, and *concerns about cost of living and finances*. These comments were especially related to rising costs of living while on fixed incomes, affording the rising costs of health care, and specific issues related to living with a disability.

RESULTS and RESOLVES

At the time of this writing, AWWC is pursuing two parallel sets of goals. One is to *continue to build the organization* to further the work, while the other is to *begin the work addressing WC's needs per the outcomes of the 2017 assessment*.

Organization Capacity Building

When AWWC started, it had no models to follow. Other age-friendly sites in Maine are either single towns, or a small cluster of towns. The decision for AWWC to serve an entire county brought with it both opportunities and challenges. First and foremost, in our action plan, AWWC resolves to:

- Build capacity to do our work by *identifying and adding enthusiastic Board members and supporters until all officers and needs are filled*, including but not limited to the need for a treasurer, a corresponding secretary, a publicity and communications manager, and others. Board members are seeking such members from community contacts.
- Build capacity to *seek and obtain grant monies to support the work as a 501(c)(3)*. Work to make this happen will be ongoing.
- *Visit and Introduce ourselves to community groups and each WC municipality* until all willing municipalities are represented at AWWC, and these municipalities are addressing an area of concern. The towns of Liberty and Palermo are now doing this, to find ways to fill local needs.

Doing the Work Identified by Our Assessment

Three large patterns emerged from the data in terms of needs for WC. These areas necessarily guide the initial and future SMART (Specific, Measurable, Achievable, Relevant, Timely) goals guided by Maine AARP. Our three critical needs areas are:

1. Transportation – WC is large, and Mid-Coast transportation offers rides on a limited basis, by appointment, only on weekdays. Nonetheless, the data analysis team believes that the average respondent is not aware of Mid-coast transportation and assumes there are no alternatives to private automobiles.
 - a. AWWC will explore, with Waldo Community Action Partners (the governing agency for Midcoast Transportation) ways to make their services more visible, and
 - b. Help them explore ways to increase ridership.
2. Social Isolation – The geography of WC makes social isolation an issue. Many towns lack a center within walking distance. The issues with transportation exacerbate the social isolation. AWWC will:
 - a. Assist and support individual towns to identify events already in place (such as monthly turkey dinners), that can be improved by increasing attendance;

Objective(s)	Action Steps	Resources	Measurement	Committee/partner ship responsible	Status
Identify an AWWC subcommittee	Assemble a meeting of interested Liberty/Montville residents who wish to be involved.	Some difficulty finding committed people	Does committee remain active?	Suzanne Pelletier	Completed winter 2017-18
Plan and advertise a monthly local event for seniors	Have each person from subcommittee plan an activity for a month, taking turns.	Some activities have minor expenses. AWWC Committee sought some donations from local businesses.	Take attendance and photos of events. Monthly activities have grown from 14 to 27 attendees	Suzanne Pelletier and sub-committee	Activities began during winter. At this time there have been luncheons, ice cream socials, and more.
Create a telephone tree to check on and encourage seniors who may be isolated	Identify isolated persons by asking town clerks, clergy, active community members. Identify persons willing to make calls.	Difficulty locating isolated persons. Sought funding to cover costs from a local well-known business.	Having a list and a plan of callers for future emergencies	Suzanne Pelletier and sub-committee	Working on this goal currently.



Seniors in Liberty and Montville at a monthly get-together, in this case at a local cafe

SMART GOAL # 2 – Palermo

Domain: Outdoor Spaces, Social Participation; Respect and Social Inclusion, Civic Participation and Involvement; Community Support.

Goal: To provide accessibility to the Palermo Community Center, provide food security and information about nutrition to citizens of all ages, provide access to the Community Garden and Grape Arbor with intergenerational events.

Relevance: Food insecurity and insufficient attention to nutrition surfaced when the Food Pantry opened seven years ago. Good health truly supports the ability to age in place. Socialization became an obvious need next, as people were warmly welcomed to the Community Center and encouraged to engage with and care about one another, creating their own safety net. All local organizations are welcome to use the Palermo Community Center free of charge. The grape arbor [? "Grape Arbor"? Which is it?] is also popular as a place for celebrations, barbeques, and weddings, meeting the need for an accessible building and outdoor space.

Location: Palermo, Waldo County, Maine

	Action Steps	Resources	Measurement	Committee/ Person responsible	Status
	<p>We will complete the new access ramp in partnership with Habitat for Humanity. As members of Harvest for Hunger (U. of Main Extension Service), we introduce citizens to fresh, organic foods to expand their diets and increase nutrition. Master Gardener Volunteer Connie Bellet takes visitors on Tasting Tours of the Palermo Community Garden, especially during Open Garden Day. The Living Communities Foundation hosts the Palermo Food Pantry, which welcomes all every Tuesday. There is also a cultural outreach, the Great Thunder Chicken Drum, which is a Native cultural teaching Drum. The Evolving Community Film Series is expanding to include more "live speakers."</p>	<p>Achievable: The Living Communities Foundation is not endowed, so all funds must be generated through fundraisers and membership dues. We are in the middle of our spring Vidalia Onion sale. A GoFundMe site brought in over \$2,500 for the new well and materials for the ramp, and there were several thousand more in donor funds. We also held a Wine Tasting with a raffle and 50/50 drawing, which netted about \$500.00. Another raffle is in the works, and we are looking at a "shopping spree" raffle.</p>	<p>When the ramp is completed, we will honor all our volunteers and engage the media. Food donated to the Pantry by local farmers and the Palermo Community Garden is weighed and recorded, as are numbers of participants and their ethnicity. The Drum group does community outreaches to a number of towns and groups. Events are photo documented.</p>	<p>Connie Bellet and Palermo Community Center Committee</p>	<p>The completion of the access ramp comes just in time for the May Open House and the July Open Garden Day. All will be complete by July 30.</p>



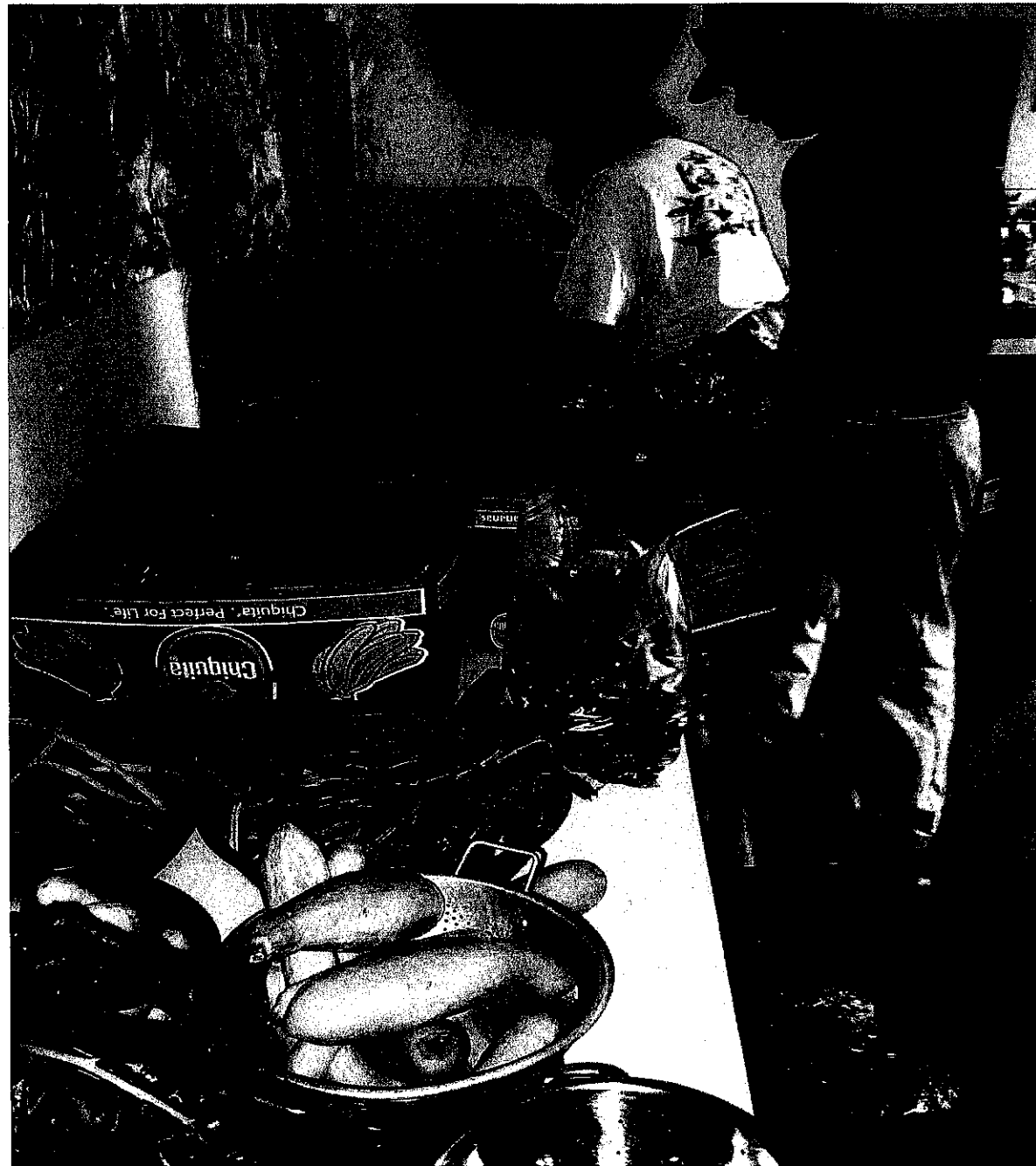
Clem Blakney, *the barefoot vintner*, of You-nity Winery, conducting a benefit wine tasting at the Palermo Community Center.



Phil White Hawk waters Palermo Community Gardens constructed and maintained by community activities addressing social isolation as well as helping to provide fresh food.



In Palermo, the Thunder Chicken Drum events are followed by pot luck suppers. Events are intergenerational.



Tuesdays, community-grown produce becomes available at the local food pantry in Palermo.

SMART Goal # 3

Domain: Transportation (2); Social Participation (4); Communication and Information (7); Community and Health Services (8).

Goals: To make existing services better known to Seniors in WC.

Relevance: As AWWC began our process, more experienced leaders who met with the emerging AWWC advised us to address the “low hanging fruit.” In the case of WC, one of the fruits is that:

- Only 13 % of survey respondents have lived in WC all their lives. Almost 15% have arrived within the last 5 years.
- Existing services – especially Mid-Coast Transportation – are unknown to many seniors.

Location: County-Wide Waldo

Action Steps	Resources	Measurement	Responsible Committee Members	Status
Using a model of a resource guide provided by WALDO CAP aimed at overall community needs, and a guide provided by TRIAD, construct a one-page, two-sided resource guide for WC seniors.	TRIAD model, Waldo CAP model		Marje Stickler, Evie Tinker, Barbara Bell (General member)	In progress
Finalize and print sufficient copies				
Devise a plan for distribution		Will distribute 1000 copies to town offices, libraries, churches, and social service agencies.		
Complete distribution			All AWWC members, other volunteers	Estimated completion by 12/18

Domain: Social Participation (4); Transportation (2); Respect and Social Inclusion (5); Civic Participation (6); Communication and Information (7)

Goal: To familiarize more WC municipalities with AWWC with the intent of identifying interested, enthusiastic representatives to address AWWC goals (Social Isolation, Transportation, Affordable Housing) in their community following the Liberty and Palermo models.

Relevance: While most municipalities have social functions going on, especially through local libraries and churches, participation in these events can be improved, and events for seniors may need to be made available.

Location: Various municipalities

SMART Goal #4

Action Steps	Resources	Measurement	Responsible Committee Members	Status
Schedule visits to municipalities	Sheriff's Office is well known in municipalities	Number of successful municipal visits; 5 successful visits by the end of 2018	Jan Dodge Jeff Trafton	In progress
Identify potential Board members in municipalities who will enjoy liaising with AWWC		Identify 3 Potential Board member/representatives	"	By 12/18
		Identify 5 additional potential representatives	"	By 12/19
New SMART goal: One of these municipalities will gear up and propose one SMART goal for 2019 for their community and implement following the leads of Liberty and Palermo.	Local churches and libraries as meeting and event sites, local clergy to assist where possible with goals, tap into other organizations such as women's clubs, veterans, etc.	New community will have someone begin attending AWWC meeting; will put together local capacity via a committee of at least 3 members; will propose something beneficial to their community, either new or an improvement to existing service.		Propose 12/18 Completion 12/19

Domain: Social Participation (4); Transportation (2); Communication and Information (7)

Goal: A sub-committee of AWWC will meet regularly with Waldo CAP for the remainder of 2018 to explore ways to use the coming holiday food baskets as vehicles for dispersing information about services to senior citizens.

Relevance: Waldo County has a mid-coast transportation system. While it is limited to weekday business hours, and requires two-day notice for individual transport, many seniors in Waldo County are unaware of this resource. This was evident in the many comments on the assessment survey that our area has “No transportation.” Many seniors are also unaware of the services provided by TRIAD, and the Waldo County Sheriff’s office.

Location: Waldo CAP Offices – Belfast

SMART GOAL # 5

Action Steps	Resources	Management	Responsible	Status
Plan several meetings with Waldo CAP, Tabitha Lowe and Steffanie Pyle	WCGH for low cost printing; TRIAD for information cards already printed, Sheriff’s office for other information packets.	Management will involve working together with WALDO CAP for the remainder of 2018.	Wendy Kasten, Marje Stickler, Kathleen Kearns, Sue Garrett, Jayne Giles, Connie Bellet, Jeff Trafton (Waldo Co. Sheriff).	First meetings on calendar
Devise a plan to use holiday baskets as vehicles for dispensing information to seniors				
Complete the needed gathering and copying prior to the holiday period				
Turn over materials and instructions to those who pack and deliver baskets.		Hopefully, increased ridership on Mid-Coast transportation will be evident.		

Goals for 2019

While most of our SMART GOALS will be ongoing, these are our projected goals for 2019.

1. Now with a grants committee formed, and one member having taken a grant writing class, we are poised to apply for funding opportunities that arise.
2. With the outreach being done in SMART GOAL #4, we expect to attract at least seven more representatives from municipalities to attend monthly meetings. Each township and their representative should result in a new SMART GOAL or shared SMART GOAL (as when two towns decide to work together).
3. We hope to have three-five new Board members who represent expertise in our needs areas such as publicity, legal advice, etc.
4. Given two new Board members with interests and expertise in housing, we expect to begin a SMART goal around the topic of affordable housing.
5. With five SMART goals in varying stages of development, we expect to have a total of 10 SMART goals in place by the end of 2019.

Acknowledgements

Wendy Kasten, writer
Barbara Currier Bell, copy editor
Betty Johnson, graphics

Photos on cover courtesy of Josh Gerritsen



AWWC Contacts List

Name	phone	email	position	other
Bellet, Connie P.O. 151 Palermo 04354	993-2294	pwhitehawk@fairpoint.net	Exec; Finance	Palermo Comm. Ctr
Fenner, Joyce 39 Pearl St. Belfast 04915	338-2062	none	Exec; at-large	TRIAD
Hoyt, Ellen P.O. Box 41, Frankfort 04438	930-5835	ellendancemom@aol.com	Exec; vice-chair	TRIAD/Frankfort/program committee chair
Johnson, Betty 304 Beach Rd. 04849	323-3767	Betjohnson#tidewater.net	Exec; Treasurer/ Grants; 501c3 Agent; outreach comm.	County Commissioner
Kasten, Wendy C 31 Bowling Green Ln. 04915	338-0462	wkasten@kent.edu	Chair; Social Isolation; grants; corresponding sec	
Kearns, Kathleen 11 Seaview Terr. 04915	275-0702	kathleenkearns@gmail.com	Exec; Tech./webmaster	
Kuhn, Carol 663 Shore Rd. Northport 04849	322-3090	carolkuhn4@gmail.com	Exec./at-large; social isolation comm.	Medical Doc; social isolation
Lehn, Barbara 311 Belmont Ave. 04915	978-761-3814	Barbara.lehn@gmail.com	Exec./Rec. Sec; transportation chair	Transp. Comm.
Lowe, Tabitha P.O. Box 130 04915	338-6809	tlowe@waldocap.org	Exec.	WaldoCap Rep; program comm.
Stickler, Marje 32 Bowling Green Lane, 04915	338-5059	mbstick40@gmail.com	Exec.	Publicity
Tax, Joan 18 Pitch Patch Place, Liberty 04949		joantax@outlook.com	Liberty representative	
Trafton, Jeff 161 Gordon Hill Rd. Thorndike 04986	322-9213	sheriff@waldocountyme.org	Exec.	County Sheriff; Outreach
White, Drexell 3 Maple St. Northport 04849	596-4278	drexell.r.white@maine.gov	Exec. At large; social isolation comm; historian; outreach comm; tech comm.	Maine CDC
Samantha Paradis Dodge, Jan 17 Vine St. 04915	436-5290 338-1626	mayor@cityofbelfast.org Jan.dodge@yahoo.com	AWWC founder Board, Past chair	Mayor Legislative liaison

Updated 1/8/2019

Oh, Patricia			buildafc@gmail.com	AARP liaison - Maine	AARP liaison
Lapham, Sue	338-4598		slapham@waldocountymca.org	Y representative	Social isolation comm

Updated 1/8/2019

**City of Belfast
Consent Agenda
Tuesday, July 16, 2019
Meeting #2**

The following items are proposed as our Consent Agenda. As in the past the items are voted on in one blanket motion to the affirmative. One Councilor makes a motion to approve the items as stated, and then another Councilor will second that motion and the whole Council votes. If a Councilor requests an item be removed from the consent agenda, they do so during the adoption of the agenda. If a member of the public requests that an item be removed from the consent agenda, they can do so in the open to the public section. Suggested motions are listed and supporting material is enclosed.

9) Permits, Petitions and Licenses - Consent Agenda

- A. Request to approve an application by American Cruise Lines, Inc. d/b/a w/the following vessels – American Star, Independence and American Constitution docked at the Belfast Harbor Pier, Belfast, Maine for a renewal Malt, Spirituous and Vinous Public Service, Class I liquor license.**

Motion to approve an application by American Cruise Lines, Inc. d/b/a w/the following vessels – American Star, Independence and American Constitution docked at the Belfast Harbor Pier, Belfast, Maine for a renewal Malt, Spirituous and Vinous Public Service, Class I liquor license.

- B. Request to approve a new application for a Victualer's License for David Carlson d/b/a 3 Tides located at 40 Marshall Wharf, Belfast, Maine.**

Motion to approve a new application for a Victualer's License for David Carlson d/b/a 3 Tides located at 40 Marshall Wharf, Belfast, Maine.

- C. Request to approve an application by American Legion Post 43 (Frank D Hazeltine), located at 143 Church Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Club Class liquor license.**

Motion to approve an application by American Legion Post 43 (Frank D Hazeltine), located at 143 Church Street, Belfast, Maine for a renewal Malt, Spirituous and Vinous Club Class liquor license.

- D. Request to approve an application for a Special Amusement Permit by American Legion Post 43 (Frank D Hazeltine), for live entertainment, music, vocals – Karaoke, DJ and dancing located at 143 Church Street, Belfast, Maine interior/exterior.**

Motion to approve an application for a Special Amusement Permit by American Legion Post 43 (Frank D Hazeltine), for live entertainment, music, vocals – Karaoke, DJ and dancing located at 143 Church Street, Belfast, Maine interior/exterior.

- E. Request to approve an off premises catering permit for Trillium Events, INC for the annual Out Town Belfast Auction located at 7 Front Street, Belfast, Maine on July 17, 2019 from 6:00 p.m. to 9:00 p.m.**

Motion to approve an off premises catering permit for Trillium Events, INC for the annual Out Town Belfast Auction located at 7 Front Street, Belfast, Maine on July 17, 2019 from 6:00 p.m. to 9:00 p.m.

- F. Request to approve a NEW Lunch Wagon License permit application by Sadie Samuels d/b/a Must Be Nice Lobster Company located at 7 Front Street, Belfast, Maine, license to expire on December 31, 2018.**

Motion to approve a NEW Lunch Wagon License permit application by Sadie Samuels d/b/a Must Be Nice Lobster Company located at 7 Front Street, Belfast, Maine, license to expire on December 31, 2018.

- G. Request to approve a Facility Use application by Experimental Aircraft Association for use of the Belfast Airport for the annual Belfast Airport Open House and Fly-In on Saturday, September 14, 2019 from 7:30 a.m. to 3:00 p.m.**

Motion to approve a Facility Use application by Experimental Aircraft Association for use of the Belfast Airport for the annual Belfast Airport Open House and Fly-In on Saturday, September 14, 2019 from 7:30 a.m. to 3:00 p.m.

9.G

MEMORANDUM

July 11, 2019

To: Joseph Slocum, Belfast City Manager
Honorable Mayor Paradis and Belfast City Council

From: Norm Poirier, Belfast Parks and Recreation Department

Re: Facility Use Request – Belfast Airport Open House and Fly-In

Cc: Thomas Kittredge, Economic Development and Airport Director

A Facility Use Application has been submitted by Duke Tomlin on behalf of the Experimental Aircraft Association for use of the Belfast Airport for a Belfast Airport Open House and Fly-In on Saturday, September 14, 2019 from 7:30 am – 3:00 pm. with a rain date of September 15. Parking will utilize the GEO parking lot and one side of Airport Road. The event is anticipated to attract approximately 1000 people and will have some food vendors on-site.

The organizers of the event will remove garbage and haul to the Transfer Station, Parks will bring an additional 5-6 picnic table and Public Works will provide trash cans. The Airport Director, Thomas Kittredge is in favor of this request

Recommend approval of this Facility Use Application after last year's successful event. A rain date of Sunday, September 15th is planned if necessary.



**Facilities Use Request
City of Belfast, Maine**

EVENT: Belfast Airport Open House and Fly In

DATES: 09/14/2019 **EVENT REPRESENTATIVE:** Duke Tomlin
rain date is 09/15/2019

PROPOSED LOCATION/AREA TO BE USED: Belfast Municipal Airport

All applications and related documents to be returned to the Parks and Recreation Office at City Hall. 338-3370 Ext 27. The City Manager's Office will act as a backup.

The City of Belfast owns Streets, sidewalks, parks, land and buildings. It is the policy of the City that property belonging to the citizens of Belfast be available to the public. Unless specifically approved to the contrary, no public property will be set aside for the exclusive use of any individual or group and the general public will at all reasonable times have access to City property.

This is a planning checklist for your benefit as well as the City's. **If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity.** Approvals cannot be given to individuals or groups who are uncertain of their plans.

Please attach maps, additional sheets, event outlines etc. - that help to explain your request.

If any of the following questions do NOT apply to your event simple write N/A (not applicable) in the space provided. Thank you.

1) State your name, phone number, e-mail address and identify whom you represent?

Duke Tomlin, 323-0616, duketomlin@myfairpoint.net, President, Experimental Aircraft Assoc.
(EAA) Chapter 1434

2) Describe in detail the nature of this event (What are you planning on?):
see Sheet #1

3) What facilities would you like to use or what permissions are you seeking with respect to City buildings, Parks, Lands, Streets, sidewalks? Please be specific.

Use of the Belfast Municipal Airport grounds. As this is a Fly In the airport

will remain open to the public and air traffic.

4) What **dates and times** do you wish to have this event?

Saturday, September 14th; 7:30 am - 3 pm. Rain date is Sunday the 15th.

5) Are you asking to close off any City Streets? (Which ones, what dates, for how long a period of time each day?)

N/A

If yes, then who will manage these closed off Streets?

N/A

6) Are you asking the City for anything other than use of the facilities you have described above?

6 picnic tables and 3 trash barrels and power distribution cable, as in the past.

7) How many people do you expect?

approximately 1,000.

8) Will you be selling things at this event? What and by who if not you?

EAA Chapter 1434 will host a pancake breakfast for \$7 from 7:30 am until 10 am. There will be a food truck and the Boy Scouts

will be selling lunch items as a fund raiser for them.

15) Noise: What kind of noise do you expect to generate at this event and during which specific period of time?

~~Normal airport noise during the hours of the event.~~

16) How do you propose to handle garbage removal?

Trash barrels around the grounds

17) How do you propose to handle parking?

As in the past, parking will be in empty lots at GEO, Tidewater Oil and along airport rd.

18) How do you propose to handle security?

minimal security is necessary and will be handled by EAA volunteers.

19) How do you propose to handle the need for restrooms?

we will have regular and handicapped porta potties.

20) What is your plan/need for electricity or water?

Water, if needed, is available at the food truck location and electricity will come from one of the hangars.

21) Have you spoken to the neighbors in the area of this event and discussed traffic, noise, parking etc. with them?

yes

22) Who will be in charge of the event during the event and what are their home phone numbers, cell phone numbers, and email addresses - where they can be reached before and during this event?

see attached Sheet #2

23) Are you requesting any services from the City? Be specific on the services you are asking for

see below

Department

Service Requested

City Manager

N/A

Police

N/A

Fire/ Ambulance

N/A

Parks

picnic tables, power cable and trash barrels as in the past.

Public Works

N/A

Harbor

N/A

Other?

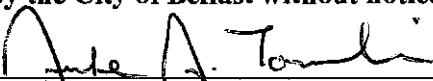
Remember, If any aspect of the activity you wish to conduct is not specifically listed on this checklist then there will be no permission to conduct that activity.



FACILITY USE APPLICATION CHECKLIST

- Application complete with contact names and contact information
- Specific facility or park requested
- Dates/times of the event and extra set-up time if necessary
- Specific request of City services:
 - electrical needs
 - street closures
 - police assistance
 - trash removal
- Vendor permits (necessary if serving alcohol)
- Parking plan
- Insurance Certificate (need to receive two weeks prior to event)
- Map/diagram of event layout
- Music cannot reach a volume level of more than 7 on controls
- Plan for restroom facilities
- Scheduled meeting with City Representative

My signature attests to the review of the checklist and the realistic view of the event provided to the City. Any deviation from the written request is grounds for cancellation of the event by the City of Belfast without notice.

Signature  Date: 07/09/2019

Printed Name: Duke D. Tomlin



ADMINISTRATIVE COMMENTS
(Internal City use only)

City Manager's Office

Police Department

Fire/Ambulance Department

Parks Department

Public Works Department

Harbor Master

Boat House Rental Agent

Other Notes:

Sheet #1

Belfast City Council

Following the unqualified success of the past year's events, Belfast Chapter 1434 of the Experimental Aircraft Association (EAA), a 501 c (3) non-profit organization, would, again, like to host an Airport Open House and Fly In on Saturday September 14th from approximately 0730 am to 3 pm. The rain date for this event would be Sunday the 15th.

As in the past, we envision this event as a way to introduce the citizens of Belfast and members of the general public to the airport and the services it offers and the people and businesses it serves. It will also serve to showcase the Belfast airport to pilots from around Maine and further afield. We have interest from pilots from as far away as Louisiana. Many pilots fly in to the airport on Thursday and Friday and stay at local motels through the weekend and eat at local restaurants.

Some of the events and offerings we envision include a display of locally owned and visiting aircraft, many of them built by their owners; an aircraft judging contest; informational displays by aviation community service organizations such as the Civil Air Patrol, Patient Airlift Services, EAA, and Aviation Career Education (ACE) Camp; an introduction to homebuilt aircraft construction; helicopter rides; and free airplane rides to kids ages 8-17.

There will be breakfast from 7:30 am until 10. The Boy Scouts will be providing lunch and a local ice cream truck will be present.

Respectfully submitted,

Duke Tomlin

President, EAA 1434 Belfast, ME
Coordinator, Maine Aviation Forum
Member: Belfast Airport Advisory Committee
duketomlin@myfairpoint.net
207-323-0616

Sheet #2

Belfast Airport Open House and Fly In Contacts

Duke Tomlin (207) 323-0616; (207) 525-7792 duketomlin@myfairpoint.net

Dave Aldrich (207) 338-0298; (239) 784-7472 dgaldrich@embarqmail.com

Jay Foster (207) 763-4044; (207) 322-7316 jnf@tidewater.net

Dave Valcik (207) 644-7525; (207) 907-0443; david@rv12pilot.com

Matt McConnel (207) 236-8777; (207) 446-4758; supercub27z@gmail.com

City of Belfast

**Public Hearing on FY 2019-2020 Budget
Council Chambers of Belfast City Hall**

**Tuesday July 16, 2019
7:00 p.m.**

In accordance with the Belfast City Charter a public hearing will be held to discuss the proposed budget for the City of Belfast 2019-2020 fiscal year. The hearing will be held on Tuesday, July 16, 2019 at 7:00 p.m. or as soon as possible thereafter in the Council Chambers of Belfast City Hall at 131 Church Street, Belfast, Maine. The hearing will also be broadcast live on Bel-TV, Spectrum Cable Channel 1303.

A copy of the proposed budget may be found in the July 4, 2019 edition of the Republican Journal and also on the City of Belfast web site at www.cityofbelfast.org. The complete proposed budget may be examined weekdays between the hours of 8:00 a.m. to 5:00 p.m. in the office of the City Treasurer.

All citizens are invited to attend and will have the opportunity to give written and/or oral comments at the hearing. Written comments need to be received prior to the hearing in order to be considered. The Council Chambers - Belfast City Hall is handicap accessible. If there are any questions please feel free to contact the City Treasurer's Office Monday through Friday 8:00 a.m. to 5:00 p.m. at 338-3370.

June 27, 2019

Attest: Theresa A. Butler, City Treasurer

A detailed line by line budget for each department and item of city expense can be found on the city website and at the city treasurer's office

Posted at City Hall June 27, 2019

Posted on Website June 27, 2019

Run edition of Republican Journal paper July 4, 2019 (hearing ad and full budget info).

10.A,B+C

**CITY OF BELFAST
PROPOSED BUDGET FY 2019-2020**

	2018-2019 Appropriated	2019-2020 Proposed
ADMINISTRATION		
City Manager's Office	\$277,726	\$ 278,716
Finance Dept	\$150,295	\$ 149,784
Assessing Dept	\$144,692	\$ 143,742
City Clerk's Dept	\$186,253	\$ 200,047
City Bldg Maint	\$135,919	\$ 158,320
Elections & Registrations	\$13,000	\$ 15,050
Employee Benefits	\$1,545,366	\$ 1,644,900
Boathouse	\$11,590	\$ 11,850
TOTAL	\$2,464,841	\$ 2,602,409
PROTECTION		
Fire Dept	\$254,633	\$ 258,353
Police Dept	\$1,225,892	\$ 1,327,186
Street & Traffic Lights	\$98,300	\$ 59,450
Hydrant Rental	\$424,464	\$ 424,464
Cable Television	\$40,249	\$ 45,836
Municipal Insurance	\$309,056	\$ 317,781
Ambulance Dept	\$652,979	\$ 655,807
Animal Control	\$8,362	\$ 8,362
School Crossing Guards	\$18,743	\$ 18,743
TOTAL	\$3,032,678	\$ 3,115,982
EMA DIRECTOR	\$2,000	\$ 2,000
STATE AGENT	\$66,000	\$ 67,496
PUBLIC WORKS		
Public Works Dept	\$1,317,473	\$ 1,245,254
Sidewalk Improvement/Maint	\$25,000	\$ 50,000
Transfer/Recycling Center	\$340,403	\$ 369,075
Road Construction	\$420,000	\$ 435,000
Tree Program	\$17,000	\$ 17,000
TOTAL	\$2,119,876	\$ 2,116,329
SOCIAL SERVICES		
General Assistance Program	\$65,000	\$ 60,000

GA Director & Expenses	\$40,237	\$	40,472
Misc. Social Service Agencies	\$171,957	\$	173,668
TOTAL	\$277,194	\$	274,140
ECONOMIC DEVELOPMENT	\$38,168	\$	38,581
PARKS & RECREATION	\$262,348	\$	300,503
BELFAST FREE LIBRARY	\$467,836	\$	455,172
CEMETERY DEPT	\$135,123	\$	134,472
AIRPORT	\$28,000	\$	25,200
MISC. PROMOTIONAL	\$32,475	\$	32,875
City Promotionals	\$1,000	\$	1,000
TOTAL	\$33,475	\$	33,875
HARBOR DEPT	\$164,696	\$	163,038
PLANNING & ZONING DEPT			
Planning & Community Development	\$260,278	\$	259,466
Engineering/Professional Services	\$10,000	\$	-
Mid-Coast Regional Planning	\$1,200	\$	1,200
Zoning Board of Appeals	\$500	\$	500
TOTAL	\$271,978	\$	261,166
MISC. UNCLASSIFIED			
MMA Dues	\$7,698	\$	7,812
Debt Service	\$422,578	\$	473,136
Capital Projects Program	\$133,000	\$	330,561
TOTAL	\$563,276	\$	811,509
RESERVE	\$100	\$	100
TOTAL PROPOSED BUDGET (GROSS)	\$9,927,589		\$10,401,972

**SOURCE OF FUNDS
ESTIMATED REVENUES**

	2018-2019 Estimated	2019-2020 Council Estimated
Excise Tax	\$ 1,090,000	\$ 1,130,000
City Clerk Receipts	\$ 39,000	\$ 39,000
Sewer Lien Fees	\$ 5,500	\$ 5,500
Interest Receipts	\$ 69,500	\$ 69,500
Sewer Lien Interest	\$ 1,800	\$ 1,800
Airport Hangar Leases	\$ 26,600	\$ 26,600
Police Dept Receipts	\$ 8,500	\$ 10,000
Cemetery Receipts & Trust	\$ 85,000	\$ 85,000
Fire Dept Receipts	\$ 30,000	\$ 32,000
Ambulance Contracts	\$ 40,126	\$ 42,132
Library Trust Receipts	\$ 75,000	\$ 120,000
Ambulance Receipts	\$ 1,264,000	\$ 1,100,000
Auto Registrations	\$ 20,000	\$ 20,000
Miscellaneous Receipts	\$ 45,500	\$ 42,000
Harbor Receipts	\$ 130,000	\$ 134,000
Investment Interest	\$ 13,000	\$ 18,000
Site Plan/Subdivision/Use Permits	\$ 2,500	\$ 2,500
Solid Waste Receipts	\$ 322,000	\$ 383,000
Boat Excise Tax	\$ 10,000	\$ 11,000
Boat & RV Registrations	\$ 750	\$ 750
URIP Local Road Assistance	\$ 136,900	\$ 136,900
Permit Receipts	\$ 50,000	\$ 50,000
Recycling Receipts	\$ 50,000	\$ 40,000
Cable TV Receipts	\$ 81,000	\$ 88,000
Gasoline Tax Refund	\$ 7,000	\$ 7,000
Surplus	\$ 350,831	\$ 332,680
Block Building Lease	\$ 25,200	\$ 25,200
State Revenue Sharing	\$ 418,382	\$ 688,693
Boat House Rentals	\$ 15,000	\$ 18,000
In Lieu of Property Taxes	\$ 13,200	\$ 13,200
Snowmobile Receipts	\$ 1,000	\$ 1,000
Police Building Lease	\$ 84,250	\$ 84,679
Tax Lien Fees	\$ 18,000	\$ 18,000
Parks & Rec Receipts	\$ 3,630	\$ 3,630
Thompson's Wharf Receipts	\$ 43,000	\$ 54,000
Shoreland Zoning Permits	\$ -	\$ -
Electrical Permits	\$ 13,500	\$ 13,500
State Reimbursements	\$ 66,000	\$ 67,496
WWTP Collections	\$ 17,000	\$ 17,000
Plumbing Permits	\$ 6,500	\$ 6,500
Front St Shipyard #6 Purchase	\$ 98,000	\$ 98,000
Solar Field Savings	\$ 40,000	\$ 40,000
	\$ 4,817,169	\$ 5,076,260

	2018-2019 Appropriated	2019-2020 Proposed
TOTAL PROPOSED BUDGET (GROSS)	\$ 9,927,589	\$ 10,401,972
LESS ESTIMATED CITY REVENUES	\$ (4,817,169)	\$ (5,076,260)
TOTAL CITY BUDGET TO RAISE IN PROPERTY TAXES	\$5,110,420	\$ 5,325,712

The city is also required to collect the city's portion of the county tax bill and the city's portion of the school tax bill for Regional School Unit#71.

	2018-2019	2019-2020
COUNTY TAX	\$ 1,541,219	\$ 1,537,147
REGIONAL SCHOOL UNIT #71	\$ 10,302,066	\$ 10,492,524

CITY OF BELFAST
WASTEWATER TREATMENT PLANT
 (from user fees not tax dollars)

	2018-2019 Estimated	2019-2020 Estimated
ACCOUNTS		
Wages	\$118,362	\$121,649
Unscheduled Overtime	\$20,490	\$20,887
Electricity	\$115,000	\$55,000
Heating Fuel	\$6,930	\$8,250
Telephones/Internet	\$1,800	\$2,000
Water	\$1,200	\$1,200
Vehicle Maint & Fuel	\$2,500	\$5,000
Gas, Oil, Grease & Diesel	\$3,500	\$4,000
Uniforms	\$2,800	\$3,500
Debt Service	\$477,353	\$525,959
Contract Supervisor	\$22,000	\$24,000
Chemicals	\$22,035	\$22,748
Equipment & Parts	\$22,000	\$22,000
Sewer Maintenance	\$5,000	\$5,000
Outside Services	\$25,000	\$32,000
Outside Services (Sewer Maint.)	\$5,000	\$5,000
Laboratory Supplies	\$4,000	\$4,000
Building Maintenance	\$5,000	\$2,500
Insurances	\$17,040	\$25,445
Billing & Accounting	\$10,324	\$9,700
Fringe Benefits	\$59,400	\$62,960
Contract Sludge	\$65,484	\$63,745
WWTP Collections	\$17,000	\$17,000
TOTAL PROPOSED BUDGET	\$1,029,218	\$1,043,543
LESS SEWER/WASTEWATER USER FEES	-\$1,029,218	-\$1,043,543



CITY OF BELFAST

131 Church Street
Belfast, Maine 04915

10. D

Joseph J. Slocum
City Manager

E-mail: jslocum@cityofbelfast.org
Tel: (207) 338-3370 ext. 110
Fax: (207) 338-2419

Paul Naron

July 8, 2019

C/O Joseph Baiungo Esquire

Dear Paul,

As you know, the Belfast City Council, in its legislative capacity, has tabled action on your request for a contract rezoning agreement. I am reaching out to you to see if you and I can find a way to bridge the issues and then present a proposed solution on your application to the City Council in a public hearing. My comments here are my own. I want to be clear that I am trying to find a way to help you meet all of your development goals and the City meet its one goal of permanent public access.

The people of the City of Belfast have invested a great deal of money and time making lasting improvements to the neighborhood surrounding your Front Street properties. This investment has enhanced your property's value and utility. For two decades the City has also been committed to securing permanent public access across your adjoining properties.

In response to your contract zoning application on how you wish to develop your property, the City Planning Board unanimously recommended that the Council approve your project with the following benefits which have significant value.

1. Permission to construct and open 2 separate restaurants of significant size and scope
2. Permission to convert the old boat repair facility to an upscale year- round Farmers Market
3. Permission to extend the wharf line into Harbor areas not previously permitted for waterfront development , which will increase the number of slips from about 30 to about 85 to 90, and displace a significant public mooring field area
4. A permanent easement over City Land to enhance your ability to drive vehicles to and from the water along the southern side of Heritage Park
5. And a reduction, from what would normally be around 159 required on-site parking spaces, reduced to 65 spaces.

All of the above are permanent and significant exceptions from what has been allowed on your properties in the past and not what other property owners in the City would otherwise be subject to.

It was our earnest hope that you would see and appreciate the scope of what the City Council is prepared to approve for your project and understand why the City would ask you for permanent access to the Harbor Walk.

The City remains prepared, to build, at our own significant expense (\$160,000), a matching walkway to our existing Harbor Walk through your properties. This construction would also provide lighting that would serve your parking lots.

The new walkway would be a great asset to whatever you or someone else wanted to do with your property. It is well documented that public access adds value to commercial use property on the waterfront, which is particularly true in this instance where the connecting walkways to the north and south of your properties are one of the most used and valued public amenities in Belfast. There is no denying that the public walkway through your property would enhance the patronage of your proposed Market, Restaurants and Marina. In the future the Harbor Walk would be a huge benefit to any potential development.

You have told me that you are concerned that if you provided the City a permanent easement now then you would lose your future leverage in negotiating for the amount of parking required for some unknown future use. At one of our recent meetings, you proposed that the City permanently limit the parking requirement to no more than 65 parking spaces regardless of the use permit you or a future owner might seek. If you are open to granting the City a permanent public easement, to be developed at City cost of about \$160,000, I believe the City Council would be willing to permanently cap the parking requirement at 65 spaces for the combined 7 and 15 Front Street properties, regardless of the future use(s) that may be sought in a future change of use application, by you or a future owner.

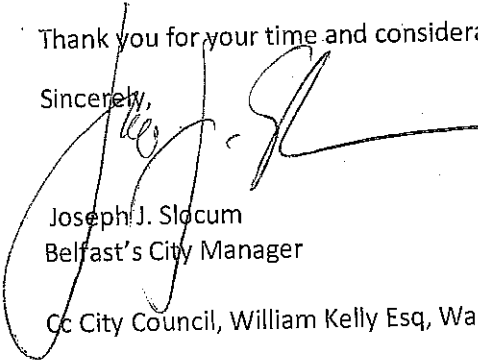
The certainty regarding future parking requirements, in and of itself, adds substantial value to the development potential on the property. I believe the City Council would agree that we would accomplish this in a permanent deeded right to you that would not be subject to future City Council or Planning Board review. It would be as permanent a property right as the permanent public easement. The word "grandfathered" comes to mind – future Councils would not be able to increase the amount of parking required

In offering this approach, I am suggesting that I do not believe that there is any sentiment among the Council to consider the license agreement recently proposed by Joe Baiungo, Esquire.

If you and I can agree on this additional benefit to be added to the package listed above, let's go ahead and ask that the Council to take your application off the table and proceed to a final review.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,



Joseph J. Slocum
Belfast's City Manager

Cc City Council, William Kelly Esq, Wayne Marshall, Sadie Lloyd Mudge

MEMORANDUM

DATE: July 11, 2019

TO: Manager and City Council
FROM: Bub Fournier, Code Enforcement Officer
RE: Recommendation – Property Violation – 3 Baker Road

Requested Action: The property located at 3 Baker Road is in violation of the City Property Maintenance Code. I recommend the Council take the following actions:

1. Conduct a public hearing on July 16th 2019 associated with the City's intent to demolish a mobile home and accessory structures on this property.
2. After the hearing, consider making a motion authorizing the Code Enforcement Officer to expend public funds to hire a contractor to demolish the buildings and to place a lien on the property to recover City funds.

Background Information: To date, no action has been taken to abate the ongoing property maintenance code violations at 3 Baker Rd Map 9 Lot 78-B. The owner of record is Thomas E. Porter C/O Larry Porter of Stoughton, Massachusetts. This will be the second public hearing in addition to multiple notices being sent to the owner's address of record as well as posting the Notice on site.

It is estimated that the demolition and disposal of the abandoned mobile home and accessory structures would cost between \$3,000-\$5,000 per discussions with Brent Martin, City Assessor. It is also estimated that the property would be worth between \$10,000 and \$15,000 on the open market as a buildable lot once the abandoned structures have been removed.

The applicable property maintenance code section below is cited in the attached Notice of Violation and Order to Abate the Violation that was issued and signed for by the owner February 6, 2019:

PM 110.1 General. The code official shall order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to raze and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to raze and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, to raze and remove such structure.

There has been no indication from the owner that they wish to undertake the required demolition at this time. It is my opinion that demolition by the City is the best remaining option for removing dangerous, dilapidated, unsafe structures from the property in a timely manner.



CITY OF BELFAST, MAINE 04915

131 Church Street

CODE & PLANNING DEPARTMENT

Phone: (207) 338-1417 ext. 125

Fax: (207) 338-1605

Email: planningandcodes@cityofbelfast.org

NOTICE OF VIOLATION

January 28, 2018

Thomas E. Porter
C/O Larry Porter
325 Simpson Street
Stoughton, MA 02072

RE: 3 Baker Road Belfast, Maine Map 9 Lot 78-B

You are hereby notified that pursuant to an inspection on the 28th day of January 2019 by the City of Belfast Code Enforcement Officer, the property located at 3 Baker Road, Belfast, Maine is in a condition that violates the Belfast Codified Ordinances and/or adopted technical codes.

The specific conditions that are in violation are:

City of Belfast Code of Ordinances Chapter 74 Buildings and Building Regulations; Article V Property Maintenance Code; following sections:

PM 110.1 General. The code official shall order the owner of any premises upon which is located any structure, which in the code official's judgment is so old, dilapidated or has become so out of repair as to be dangerous, unsafe, insanitary or otherwise unfit for human habitation or occupancy, and such that it is unreasonable to repair the structure, to raze and remove such structure; or if such structure is capable of being made safe by repairs, to repair and make safe and sanitary or to raze and remove at the owner's option; or where there has been a cessation of normal construction of any structure for a period of more than two years, to raze and remove such structure

Violation: Vacant Mobile home and accessory structures are completely out of repair and must be removed from the property in a lawful manner.

You are hereby ordered to remedy the above condition within 30 days of receipt of this notice.

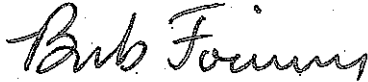
If this violation is not corrected, the Code Enforcement Officer may pursue legal action in District Court.

"Right of Appeal"

Any person directly affected by any notice which has been issued in connection with the enforcement of the Belfast City Code may request a hearing before the Zoning Board of Appeals. A written petition shall be filed with the Code Enforcement Officer at 131 Church Street Belfast, Maine 04915, requesting such hearing and setting forth a brief statement of the grounds therefore, within thirty (30) days after the decision, notice order was served.

Please contact me at (207) 338-1417 Ext 125 if you have any questions or concerns about this notice.

Sincerely,

A handwritten signature in cursive script that reads "Bub Fournier".

Bub Fournier
Code Enforcement Officer

AGENDA TOPIC 10.G

TO: Mayor & City Council
FROM: Wayne Marshall, Director, Code & Planning
DATE: July 12, 2019
RE: City Park Shore Stabilization Bid Award

REQUESTED ACTIONS

The City has worked with William Gartley, Gartley - Dorsky Engineering and Surveying, to identify a recommended approach to mitigate storm damage to the coastline at City Park. The Council approved the approach they recommended to stabilize the shoreline, and authorized the Department to solicit bids to construct the identified shore stabilization improvements. The Department advertised the bid on June 11, and opened the bids on Wednesday, July 10 at 2:00 pm. The Department received 7 bids (see list below).

The Department is requesting that the Council take the following actions on the bids at the July 16 Council meeting.

- 1) Adopt a motion to accept the 7 bids that were submitted.
- 2) Adopt a motion to issue the bid. The low bidder was Tripp Brothers Construction for a bid amount of \$87,948.00. While there are no red flags associated with the bid or this contractor, neither Will Gartley and I are familiar with past work that they have performed, thus, I am asking that the Council allow me to make a formal recommendation at the July 16 meeting regarding the award of this bid rather than my offering a specific recommendation through this memorandum.

BIDS SUBMITTED

The City received 7 bids. Tripp Brothers Construction, the low bidder, clearly was lower than any other bidder, \$ 87,948 vs the next lowest bid of \$117,900. Four of the bids were within 10% of one another, \$117,900 to \$130,200. The last two bids were over twice that of the group of four bids cited above; Maine Earth at \$263,953 and Northeast Paving at \$313,365.

The initial estimate of cost identified by Gartley-Dorsky for this project was about \$75,000. While all of the bids exceeded the cost estimate, it is noted that this has been the case for many projects recently bid in the midcoast area; construction, both labor and material costs, have greatly outpaced the rate of inflation. I also note that the City bid this project with the understanding that the City will independently complete the landscaping/planting (revegetation) associated with the project separate from the bid. In short, the total project cost will be greater than the bid amount and will include the amount for the contractor selected through this bid, engineering costs for Gartley-Dorsky, and the cost of replanting.

The Council reserved about \$75,000 for this project and reserved a similar amount for another high priority shore stabilization project located on the eastside of the Armistice Bridge (Footbridge). While the City has not yet bid the Armistice Bridge stabilization project, the City likely will need to identify additional funding if you want to complete that project in the near-term.

I plan to do additional reference checks on Tripp Brothers Construction prior to the July 16 meeting and will be prepared to make a formal recommendation at the Council meeting regarding the award of this bid.

Following is a list of the bid amounts. I have also attached the actual bids that were submitted.

- Tripp Brothers Construction (Frankfort) \$ 87,948.00
- George C. Hall & Sons (Rockland) \$ 117,900.00
- R.F. Jordan & Sons Construction (Ellsworth) \$ 122,376.00
- Farley, Inc. (Rockport) \$ 127,000.00
- Peter Overlock Earthwork Artist (Owls Head) \$ 130,200.00
- Maine Earth (Hampden) \$ 263,953.00
- Northeast Paving Company (Bangor) \$ 3133,365.00

**CITY OF BELFAST
CITY PARK SHORELINE STABILIZATION
BID FORM**

The undersigned Bidder acknowledges receipt of Plan Sheet C1 dated June 6, 2019 and hereby proposes to provide the work, which includes but is not limited to removing existing trees as shown, protecting trees to remain, minimizing the impact to existing vegetation above the proposed riprap, stabilizing ±473 linear feet of shoreline using riprap according to the plan and details, removing and replacing the existing precast concrete steps in their new designated location, loam and stabilize all disturbed areas above the riprap and all other improvements as indicated on Plan Sheet C1. All new landscaping and plantings will be completed under a separate contract and are not to be included in this bid. Provide lump sum price for the work to be completed by the dates indicated on the bid schedule.

BID DUE DATE

The City of Belfast will receive sealed bids for a project entitled: "City of Belfast City Park Shoreline Stabilization" on or before **July 10th at 2:00PM** at the City of Belfast, City Hall at 131 Church Street, Belfast, ME 04915.

BID PRICE

CITY OF BELFAST

City Park Shoreline Stabilization

\$ 87,948.00

Name of Individual / Company: Tripp Brothers Construction

Address: 163 Main Rd North, Frankfort, Me 04438

Printed Name of Person Signing Form: Michael A. Tripp

Email: Michael.tripp1961@gmail.com Telephone: 302-1704

Signature: Michael A. Tripp Date: 7/10/19

Date Acknowledged: Start 8/12/19 MT (initial) Completion 9/7/19 MT (initial)

Construction shall be substantially complete in accordance with the following schedule:

Bids Due: **Wednesday, July 10, 2019 @ 2PM**
Contract Award: **July 16, 2019**
Project Completion Deadline: **October 25, 2019**

Please provide your anticipated start and completion dates.

Construction Start Date: 8/12/19

Project Completion Date: 9/7/19

Acknowledgement of Addendum: Michael A. Tripp

**CITY OF BELFAST
CITY PARK SHORELINE STABILIZATION
BID FORM**

The undersigned Bidder acknowledges receipt of Plan Sheet C1 dated June 6, 2019 and hereby proposes to provide the work, which includes but is not limited to removing existing trees as shown, protecting trees to remain, minimizing the impact to existing vegetation above the proposed riprap, stabilizing ±473 linear feet of shoreline using riprap according to the plan and details, removing and replacing the existing precast concrete steps in their new designated location, loam and stabilize all disturbed areas above the riprap and all other improvements as indicated on Plan Sheet C1. All new landscaping and plantings will be completed under a separate contract and are not to be included in this bid. Provide lump sum price for the work to be completed by the dates indicated on the bid schedule.

BID DUE DATE

The City of Belfast will receive sealed bids for a project entitled: "City of Belfast City Park Shoreline Stabilization" on or before July 10th at 2:00PM at the City of Belfast, City Hall at 131 Church Street, Belfast, ME 04915.

**CITY OF BELFAST
City Park Shoreline Stabilization**

BID PRICE

\$ 117,900⁰⁰

Name of Individual / Company: GEORGE C. HALL & SONS, INC.

Address: P.O. Box 506, 190 PLEASANT ST., ROCKLAND, ME 04841

Printed Name of Person Signing Form: WILLIAM REINHARDT, V. PRES.

Email: BREINHARDT@GEORGECHALL.COM Telephone: 594-4630

Signature: William Reinhardt Date: JULY 10, 2019

Date Acknowledged: Start WSR (initial) Completion WSR (initial)

Construction shall be substantially complete in accordance with the following schedule:

Bids Due: Wednesday, July 10, 2019 @ 2PM
Contract Award: July 16, 2019
Project Completion Deadline: October 25, 2019

Please provide your anticipated start and completion dates.

Construction Start Date: SEPTEMBER 23, 2019

Project Completion Date: OCTOBER 25, 2019

Acknowledgement of Addendum: NONE

**CITY OF BELFAST
CITY PARK SHORELINE STABILIZATION
BID FORM**

The undersigned Bidder acknowledges receipt of Plan Sheet C1 dated June 6, 2019 and hereby proposes to provide the work, which includes but is not limited to removing existing trees as shown, protecting trees to remain, minimizing the impact to existing vegetation above the proposed riprap, stabilizing ±473 linear feet of shoreline using riprap according to the plan and details, removing and replacing the existing precast concrete steps in their new designated location, loam and stabilize all disturbed areas above the riprap and all other improvements as indicated on Plan Sheet C1. All new landscaping and plantings will be completed under a separate contract and are not to be included in this bid. Provide lump sum price for the work to be completed by the dates indicated on the bid schedule.

BID DUE DATE

The City of Belfast will receive sealed bids for a project entitled: "City of Belfast City Park Shoreline Stabilization" on or before July 10th at 2:00PM at the City of Belfast, City Hall at 131 Church Street, Belfast, ME 04915.

BID PRICE

CITY OF BELFAST

City Park Shoreline Stabilization

\$ 122,376.00

Name of Individual / Company: R.F. JORDAN & SONS CONSTRUCTION, INC.

Address: 85 WATER STREET, ELLSWORTH

Printed Name of Person Signing Form: DONALD S. BECKER

Email: dbecker@rfjordanandsons.com Telephone: (207) 944-1532

Signature:  Date: 07/10/19

Date Acknowledged: Start 07/10/19 (initial) DSB Completion 10/25/19 (initial) DSB

Construction shall be substantially complete in accordance with the following schedule:

Bids Due: Wednesday, July 10, 2019 @ 2PM
Contract Award: July 16, 2019
Project Completion Deadline: October 25, 2019

Please provide your anticipated start and completion dates.

Construction Start Date: 08/03/19

Project Completion Date: 10/18/19

Acknowledgement of Addendum: NONE

**CITY OF BELFAST
CITY PARK SHORELINE STABILIZATION
BID FORM**

The undersigned Bidder acknowledges receipt of Plan Sheet C1 dated June 6, 2019 and hereby proposes to provide the work, which includes but is not limited to removing existing trees as shown, protecting trees to remain, minimizing the impact to existing vegetation above the proposed riprap, stabilizing ±473 linear feet of shoreline using riprap according to the plan and details, removing and replacing the existing precast concrete steps in their new designated location, loam and stabilize all disturbed areas above the riprap and all other improvements as indicated on Plan Sheet C1. All new landscaping and plantings will be completed under a separate contract and are not to be included in this bid. Provide lump sum price for the work to be completed by the dates indicated on the bid schedule.

BID DUE DATE

The City of Belfast will receive sealed bids for a project entitled: "City of Belfast City Park Shoreline Stabilization" on or before July 10th at 2:00PM at the City of Belfast, City Hall at 131 Church Street, Belfast, ME 04915.

BID PRICE

CITY OF BELFAST

City Park Shoreline Stabilization

\$ 127,000

Name of Individual / Company:

**FARLEY
INC.**

Address: 211 West Street, Rockport, Maine 04865

Printed Name of Person Signing Form: Thatcher E. Silar

Email: tesilar@farleyandson.com

Telephone: (207) 236-4787

Signature:



Date: 7/10/2019

Date Acknowledged: Start TS (initial)

Completion TS (initial)

Construction shall be substantially complete in accordance with the following schedule:

Bids Due:

Wednesday, July 10, 2019 @ 2PM

Contract Award:

July 16, 2019

Project Completion Deadline:

October 25, 2019

Please provide your anticipated start and completion dates.

Construction Start Date:

9/16/2019

Project Completion Date:

10/25/2019

Acknowledgement of Addendum:

YES

Voluntary Alternate: Construct Stabilization in Winter 2019 / 2020 For The Sum Of: \$118,000

**CITY OF BELFAST
CITY PARK SHORELINE STABILIZATION
BID FORM**

The undersigned Bidder acknowledges receipt of Plan Sheet C1 dated June 6, 2019 and hereby proposes to provide the work, which includes but is not limited to removing existing trees as shown, protecting trees to remain, minimizing the impact to existing vegetation above the proposed riprap, stabilizing ±473 linear feet of shoreline using riprap according to the plan and details, removing and replacing the existing precast concrete steps in their new designated location, loam and stabilize all disturbed areas above the riprap and all other improvements as indicated on Plan Sheet C1. All new landscaping and plantings will be completed under a separate contract and are not to be included in this bid. Provide lump sum price for the work to be completed by the dates indicated on the bid schedule.

BID DUE DATE

The City of Belfast will receive sealed bids for a project entitled: "**City of Belfast City Park Shoreline Stabilization**" on or before **July 10th at 2:00PM** at the City of Belfast, City Hall at 131 Church Street, Belfast, ME 04915.

BID PRICE

CITY OF BELFAST

City Park Shoreline Stabilization

\$ 130,200

Name of Individual / Company: Peter Overlock Earthwork ARTIST

Address: 163 Bayside West Oule Head ME 04854

Printed Name of Person Signing Form: Peter Overlock

Email: foxdrew2@gmail.com Telephone: 542-2446

Signature: Peter Overlock Date: July 10, 2019

Date Acknowledged: Start PCO (initial) Completion PCO (initial)

Construction shall be substantially complete in accordance with the following schedule:

Bids Due:

Wednesday, July 10, 2019 @ 2PM

Contract Award:

July 16, 2019

Project Completion Deadline:

October 25, 2019

Please provide your anticipated start and completion dates.

Construction Start Date:

August 25

Project Completion Date:

Sept 12th

Acknowledgement of Addendum:

PCO

**CITY OF BELFAST
CITY PARK SHORELINE STABILIZATION
BID FORM**

The undersigned Bidder acknowledges receipt of Plan Sheet C1 dated June 6, 2019 and hereby proposes to provide the work, which includes but is not limited to removing existing trees as shown, protecting trees to remain, minimizing the impact to existing vegetation above the proposed riprap, stabilizing ±473 linear feet of shoreline using riprap according to the plan and details, removing and replacing the existing precast concrete steps in their new designated location, loam and stabilize all disturbed areas above the riprap and all other improvements as indicated on Plan Sheet C1. All new landscaping and plantings will be completed under a separate contract and are not to be included in this bid. Provide lump sum price for the work to be completed by the dates indicated on the bid schedule.

BID DUE DATE

The City of Belfast will receive sealed bids for a project entitled: "City of Belfast City Park Shoreline Stabilization" on or before July 10th at 2:00PM at the City of Belfast, City Hall at 131 Church Street, Belfast, ME 04915.

BID PRICE

CITY OF BELFAST

City Park Shoreline Stabilization

\$ 263,953

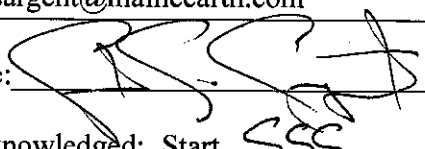
Name of Individual / Company: Maine Earth

Address: 283 Western Avenue, Hampden, Maine 04444

Printed Name of Person Signing Form: Samuel S Sargent

Email: ssargent@mainearth.com

Telephone: 207-862-4300

Signature: 

Date: July 10 2019

Date Acknowledged: Start SSS (initial)

Completion SSS (initial)

Construction shall be substantially complete in accordance with the following schedule:

Bids Due:

Wednesday, July 10, 2019 @ 2PM

Contract Award:

July 16, 2019

Project Completion Deadline:

October 25, 2019

Please provide your anticipated start and completion dates.

Construction Start Date:

September 9, 2019

Project Completion Date:

October 19, 2019

Acknowledgement of Addendum:

**CITY OF BELFAST
CITY PARK SHORELINE STABLIZATION
BID FORM**

The undersigned Bidder acknowledges receipt of Plan Sheet C1 dated June 6, 2019 and hereby proposes to provide the work, which includes but is not limited to removing existing trees as shown, protecting trees to remain, minimizing the impact to existing vegetation above the proposed riprap, stabilizing ±473 linear feet of shoreline using riprap according to the plan and details, removing and replacing the existing precast concrete steps in their new designated location, loam and stabilize all disturbed areas above the riprap and all other improvements as indicated on Plan Sheet C1. All new landscaping and plantings will be completed under a separate contract and are not to be included in this bid. Provide lump sum price for the work to be completed by the dates indicated on the bid schedule.

BID DUE DATE

The City of Belfast will receive sealed bids for a project entitled: "City of Belfast City Park Shoreline Stabilization" on or before July 10th at 2:00PM at the City of Belfast, City Hall at 131 Church Street, Belfast, ME 04915.

BID PRICE

CITY OF BELFAST

City Park Shoreline Stabilization

\$ 313,365.00

Name of Individual / Company: Northeast Paving Company

Address: 953 Odlin Road, P.O. Box 103, Bangor, ME 04401

Printed Name of Person Signing Form: Wayne A. Berry - Division Manager

Email: Wayne.Berry@Eurovia.us Telephone: 207-945-0873

Signature: Wayne Berry Date: 7/10/2019

Date Acknowledged: Start WAB (initial) Completion WAB (initial)

Construction shall be substantially complete in accordance with the following schedule:

Bids Due: **Wednesday, July 10, 2019 @ 2PM**
Contract Award: **July 16, 2019**
Project Completion Deadline: **October 25, 2019**

Please provide your anticipated start and completion dates.

Construction Start Date: 09/16/19

Project Completion Date: 10/25/19

Acknowledgement of Addendum: N/A

AGENDA TOPIC 10.H

TO: Mayor & City Council
FROM: Wayne Marshall, Director, Code & Planning
DATE: July 12, 2019
RE: Request to Regularly Close Code & Planning Department Offices

REQUESTED ACTION

I request that the Council formally authorize the Code and Planning Department to regularly close Department offices to the public one day per week. The day of the week that we recommend and prefer is Monday.

BACKGROUND INFORMATION

The Department prides itself on regularly being open and available to provide services to the citizenry of Belfast and general public. One of the key ways of doing such is to maintain regular office hours and to accept walk-in customers for most questions and work. However, the Department's current workload, combined with the recent resignation of Sadie Lloyd Mudge, Planner, will make it difficult for Department staff to meet all of our obligations and to regularly maintain open office hours.

I previously spoke with the Council regarding this dilemma during initial discussions of this year's Department budget. I suggested that the Department regularly be allowed to close its offices to the public one day per week for the foreseeable future. Most Councilors seemed to support this approach. Thus, I am now recommending that the Department be allowed to regularly close its offices to the public every Monday of the week. This action means that we would not accept any walk-in customers and that we would not be answering phones on Monday. In discussing this potential approach with Bub Fournier, CEO and Erica Nealley, Administrative Assistant, both thought that Monday would be the best day to close the office.

The main reason I am recommending to close the office is to provide me an opportunity to work on permit applications, particularly the Nordic Aquafarm application, without also needing to concurrently respond to customer demands. In short, I will be in the office, but it will be 'quiet time'. That said, this typically will not be the case with Bub Fournier. Much of Bub's work this time of year involves inspections outside of the office. He typically will not be at work on Monday, and in lieu of such, will be working extended hours 4 days per week; an approach that will enable him to be at work when many contractors begin work. Erica Nealley, Administrative Assistant, is now fulfilling a critical role at evening Planning Board meetings that involve the

Nordic project, thus, she likely will be at work on some Monday's to help me, but on other occasions may take some Mondays off in lieu of overtime pay.

I also will add that Sadie Lloyd Mudge's last full-time week with the Department was on July 9. She will be offering part-time services two days per week from July 22 through the end of August, but will not be available after September 1. We are currently advertising for the Planner position, however, I doubt that we have a new Planner working in Belfast before October 1. Ms. Lloyd Mudge provided valuable and good quality work to the Department and the City, and it will be a steep uphill climb to replace the work that she provided, particularly when it comes to services such as being able to answer on-the-spot questions from customers at the counter in the Department's offices.

I will be available to address any questions.

10. I

I am here to present to the council, Jeremy Bell for confirmation as a full-time police officer for the City of Belfast.

Jeremy was recently confirmed as a part-time Officer in April and has done very well. As a recap, Jeremy is originally from Guilford, Maine where he attended Piscataquis Community High School. Jeremy then attended Unity College completing his degree with a major in Conservation Law Enforcement. Jeremy has undergone a rigorous hiring process to include an oral board interview, extensive background investigation, polygraph examination, and psychological examination all of which he passed without issue. Jeremy has completed all requirements for Reserve Officer Certification for Maine and is currently working to complete his Field Training with the Department. If confirmed, Jeremy could attend the full-time Police Academy in July but more likely in December.

Based on his past performance, I am confident Jeremy, if confirmed, will perform well as a full-time police officer in the City of Belfast and he is highly recommended for confirmation.

10.J

Memo: To City Council

From: Joe Slocum

Re: Clean up Council Order for Capital Projects

Date July 12, 2019

Cc. City Treasurer Theresa Butler

When we fund Capital Projects the money comes from several possible City sources.

- 1.- taxation dollars,
- 2.- from Department Capital Reserves for equipment, maintenance, vehicles etc.
- 3.-using money for an older less desirable Capital Project OR
- 4.- from Undesignated Fund Balance or Surplus"

In the budget the Council selects the method of financing for both Capital Reserves (usually through taxation) and Capital Projects (from methods #1 to #4 above)

When a Project is fully funded its ready to be done.

When a Project is partially funded for future completion the Treasurer normally does not move the partial funding until the year arrives when all of the money needed to complete the project is available because

Over the last 3 years we have had an increased experience of allocation some money from Department Reserves into specific Capital Projects that will take many years to fund in order to do be ready to have the work done. These include buying out Fire Department Solar, funding the liner for the swimming pool, building a shoulder on Swan Lake Avenue

When the council funds fully or partially with taxation we open a Capital Project right away. However if the Council funds The Treasurer usually does not move this money until the project is ready to go because Reserves are invested with Bangor Savings and we loss the interest on this money

I have been going though our list of current Capital Projects for this last year and trying to make sure that it properly sets the table for our Capital Projects for the upcoming fiscal year. Last years approved Projects and funding sources are attached on the sheets that are highlighted. I have concluded that we need to clarify how certain Council approvals from last year will need to be recorded. I list them as follows:

1. Last Fiscal year 7/1/18 to 6/30/19 the Council approved taking \$15,000 from Parks Capital Reserve for the reconstruction of the swimming pool. This was to be deducted from the Parks Reserve which was about \$81,000. The Treasurer has not yet moved the money because we lose interest when we take it out of our Reserve accounts at Bangor Savings Bank. While that account shows a total of \$81,000 in Parks Maintenance Reserves, it does not break out the \$15,000 of that money is committed to Pool reconstruction and we should clarify what is actually left and uncommitted in Parks Maintenance Reserves. The \$15,000 should be set up in a Capital reserve Account to reline the pool.
2. Last Fiscal year the Council approves \$10,000 to be spent on Breakwater maintenance from the John Enk Fund- This Project has not been done and the \$10,000 has not been transferred from the Fund. It should be set up as a Capital Project as the Harbormaster is ready to do this project.
3. Last Fiscal year we approved taking \$8,710 from the Energy Savings Reserves which totaled \$31,246. While the money has been approved for movement to the Project, it has not been moved to date which means that there is really only \$22,536 remaining in the Energy Savings Reserves. The \$8,710 should be moved into the reserve account where we put money to pay for the solar buyout on the fire station.
4. Last Fiscal year we allocated \$11,073 from the GIS Capital Project of 730—732 to fund a Project for Fiber connection to City Facilities at Capital Project 720-875. This was part of a total \$19,050 package. That transfer still needs to be made to reflect the close out of the GIS account
5. Last fiscal year the Council partially funded the City Park and Armistice Bridge Land Stabilization by moving \$21,222.51 in Land Purchases Reserves to New Capital project 720-876. This transfer still needs to be completed.
6. Last Fiscal year the council approved moving \$20,000 from Capital Project 730-639 to Project 730 -862 Broadband Study. This transfer still needs to be made.
7. Last year the Council approved moving \$25,000 from the Cemetery Trust to fund the cost of the Doak Road Cemetery Fence. This transfer has still not been done as the Project is still being researched. If we want to move the money still we need to ask for a distribution in this amount from the Cemetery Trust

I would like to have one Council Order reflect these adjustments or whatever direction the Council at this time chooses to direct.

Capital Projects approved by Belfast City Council for FY 2018 – 19

Project	Funded	Funding source	Request
Skate park	No	\$0	?
Pool resurfacing	Yes	\$15,000 Parks Capital Reserves	
Tennis & Basketball Courts	Yes/Done	\$10,000 Parks Capital Reserves	
<u>Fahey Street Rangeway</u>	<u>Partial</u>	<u>\$9,249.02</u>	<u>\$25,000</u>
Park Restrooms	No	\$0 but pursue possible 50-50 grant	\$55,000
Heritage Park Shore Stabilization	No	\$0	\$10,000
River Harbor Mgmt Plan	No	\$0	\$15,000
Breakwater Maint	Yes	\$10,000 John Enk Trust	
Restroom exterior	No	\$0	\$?
Elevate Harbor Office	No	\$0	\$25,000
Fire Dept Solar Buyout	Yes	\$8,710 Energy Savings Reserves	
Landfill Solar Buyout	No	\$0	\$40,000
Ambulance	Yes	\$125,000 Ambulance Reserves	
Dump Truck/Plow	Yes	\$170,000 Pub Works Reserves	
City Facilities Fiber Internet	Yes	\$19,050 \$11,073.51 GIS Reserve 730-732 <u>\$7,976.49 2018-19 New Cap Projects</u>	
City Hall Fire Alarm Panel	Yes	\$13,500 Clerk Renovations Cap Project 730-797	
Swan Lake Ave shoulder/walk	No	\$0	\$160 to \$225,000
City Park and Armistice Bridge Shore Stabilizations	Yes	\$140,000 \$21,222.51 Land Purchase Reserves <u>\$115,774.49 2018-19 New Cap Projects</u>	
Grow City Broadband	Yes	\$20,000 Cap Project 730-639 Parking Commons	

Washington Street path	No	\$0	\$30,000
Crosby area Infrastructure	No	\$0	\$400,000
Harbor Walk Extension	Yes	\$200,000	HWalk Reserves 730-850 730-770 730-769
Wasterwater Grinder	Yes/done	\$25,000	Wastewater Undesignated Fund balance
Doak Cemetery Fence	Yes	\$25,000	Accumulated interest Trust
T-Station Paving	No	\$0	\$10,000

Please Note:

A. These 3 items (4 projects), marked in yellow, represents the \$133,000 the Council drew from City Undesignated Fund Balance (Surplus) for the July 1, 2018 to June 30, 2019 City Budget

B. The Shoulder/Walk/Sidepath up Swan Lake Avenue is considered a future priority and would have seen financial support this year were it not for the devastation caused by dramatic ocean storms this past year which have really hurt our waterfront at City Park and the Armistice Bridge. We hope to address these two sites this year and to address 4 other sites in coming years.

C. The overall goal is to find a balance between what we can afford and what we need. This year the Council scraped the bowl looking for monies that could be redirected to meet our most pressing current needs.

D. We acknowledge that there are many items that are needed that we cannot fund without expanding our property tax base or significantly raising property taxes. One of those options is far more preferable than the other. When Council met to look at these financial requests they discussed these issues.

Extra revenue would help us to secure the benefits of:

1. buying out the Solar Field at the Landfill so that it generates more money back to the City sooner
2. investing in more extensive maintenance of our existing roads and sidewalks
3. enhancing existing roads and sidewalks
4. further stabilization of our eroded waterfront. (Presently we are funding 2 out of 6 sites that need attention.)
5. growing Broadband for the entire City

6. incentivizing/ attracting affordable housing
7. investing in more maintenance for City Buildings and facilities including, Parks and Recreation and the Waterfront.

10.K

That chapter 50, articles I through VI is amended to read as follows:

Sections 50 – 125 through section 50 – 130 are reserved.

Article VI I

Bridge Street Parking Lot

50-131 Statutory Purpose

The City of Belfast hereby adopts this article in order to regulate public and private conduct on the Bridge Street parking lot owned by the City.

50-132 Statutory Authority

This article is enacted pursuant to the home rule authority granted to the City in accordance with the provisions of 30 – A MRSA section 3001.

50-133

This parking lot is set up to provide a place where people can put their vehicles and leave them while they visit recreational and other City facilities. No person shall occupy a space in this parking lot for purposes of spending time inside their vehicle for more than 15 minutes. Stated another way there shall be no vehicles left “standing” in this parking lot for more than 15 minutes.

50-134

This parking lot shall be closed to all vehicles between 8:00 pm and 7:00-am.

50-135

There shall be no smoking of tobacco of any other material or vaping of liquids or solids in this parking lot.

50-136

There should be no littering of any kind in this parking at any time.

50-137

There is a three hour daily parking limit in this parking lot.

50-138 Penalties

One hundred dollars for the first offense and One hundred- Fifty dollars for each offense thereafter.

50-139

Enforcement: The City Police Department is authorized to enforce this ordinance. All fines due to be paid to the Belfast Police Department within 10 business days from the date the violation. Failure to pay a fine in a timely fashion under this Ordinance will result in the offender having to pay the City's cost of prosecution and collection, including the City's attorney fees.

(Underlined portions are all new)