

City of Biddeford
City Council - Special Meeting
June 23, 2020 6:00 PM Via ZOOM
Please click the link below to join the webinar:
<https://biddeford.zoom.us/j/92442352467?pwd=SVhNY09Vb21YaVVNblo0dHBUbU5UT09>

Password: 133001

Or iPhone one-tap :

US: +13017158592,,92442352467# or +13126266799,,92442352467#

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

**US: +1 301 715 8592 or +1 312 626 6799 or +1 646 558 8656 or +1 253 215 8782 or +1
346 248 7799 or +1 669 900 9128**

Webinar ID: 924 4235 2467

1. Roll Call

2. Adjustment(s) to Agenda

Consideration of Minutes:

June 18, 2020 Special Council Meeting Minutes
[6-18-2020 Special Council Meeting Minutes.docx](#)

3. Second Reading(s)

3.1. CITY GOVERNMENT BUDGET - FY21

- A. General Government
- B. Public Safety
- C. Public Works
- D. Public Services
- E. Debt Service
- F. Capital Outlays
- G. Contingency
- H. Total City Budget

[6 City Government FY21.docx](#)

3.2. ESTIMATED REVENUES/FUND BALANCE APPROPRIATIONS

- 1. Other Non-Property Tax Revenue
- 2. State Revenue Sharing
- 3. Homestead
- 4. BETE
- 5. Appropriations from Operational Surplus, City

[7 Revenues-City FY21.docx](#)

3.3. AIRPORT OPERATIONS FUND

[8 Airport Operations Fund FY21.docx](#)

3.4. MOORING FUND

[11 Mooring Fees Fund FY21.docx](#)

- 3.5. POOL BEACH PERMITS FUND
[12 Pool Beach Permit Fund FY21.docx](#)
- 3.6. RECREATION PROGRAMS FUND
[13 Recreation Programs Fund FY21.docx](#)
- 3.7. PARKING FUND
[14 Parking Fund FY21.docx](#)
- 3.8. AMBULANCE FUND
[15 Ambulance Fund FY21.docx](#)
- 3.9. SEWER OPERATIONS FUND
[16 Sewer Operations Fund FY21.docx](#)
- 3.10 MDEA FUND
[17 MDEA Fund FY21.docx](#)
- 3.11 PEOPLE RECOVER PROGRAM FUND
[18 People Recover Fund FY21.docx](#)
- 4. **Orders of the Day**
 - 4.1. CDBG FUND
[9 CDBG Fund FY21 - REVISED.docx](#)
[CDBG Budget backup doc.pdf](#)
 - 4.2. Approval/Pre-Payment Interest Rate on Property Taxes
[6-23-2020 Prepayment Interest Rate FY21-ORDER.docx](#)
 - 4.3. Property Tax Commitment for FY21
[6-23-2020 Property Tax Commitment FY21.docx](#)
- 5. **Adjourn**

**SPECIAL COUNCIL MEETING
1st READING OF CITY GOVERNMENT BUDGET
JUNE 18, 2020**

*NOTE: Due to COVID-19, this meeting was held virtually (via ZOOM),
and was live streamed on the City's website*

Mayor Casavant called the meeting to order at 6:02 p.m.

Roll Call: William Emhiser, John McCurry, Jr., Stephen St. Cyr, Robert Quattrone, Jr., Amy Clearwater, Norman Belanger, Michael Ready, Doris Ortiz, Marc Lessard

Adjustment to the Agenda:

- Remove Community T.V. Fund

Public Hearing: 2020/2021 Proposed City Government Budget

Mayor Casavant opened the Public Hearing at 6:05 p.m.

A few citizens addressed their comments to the Council; mostly in support of the budget allocation to the McArthur Library.

The Public Hearing was closed at 6:18 p.m.

Orders of the Day:

2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$33,611,398** for the CITY GENERAL FUND budget excluding Schools, Adult Education, TIF Funding and County Tax for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, broken down as follows:

GENERAL GOVERNMENT	\$11,189,158
PUBLIC SAFETY	\$10,196,871
PUBLIC WORKS	\$ 4,966,056
PUBLIC SERVICES	\$ 2,521,727
DEBT SERVICE	\$ 2,876,539
CAPITAL OUTLAYS	\$ 1,361,047
CONTINGENCY	\$ 500,000
TOTAL	\$ 33,611,398

Motion by Councilor Ready, seconded by Councilor McCurry to grant the first reading of the order.

Motion by Councilor McCurry, seconded by Councilor Clearwater to amend by adding \$3,000 to the Holiday Lighting budget line, with funds to be covered using part of the \$25,000 savings from the property & casualty insurance line.

Vote: 8/1; Councilor Ready opposed.

Councilors Emhiser, McCurry, St. Cyr, Quattrone, Clearwater, Belanger, Ortiz and Lessard in favor. Motion carries.

Vote on order, as amended: 6/3; Councilors McCurry, St. Cyr and Quattrone opposed.

Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

First reading carries.

2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby adopt the following estimated revenues and appropriations from fund balance in support of the general fund budget for the fiscal year commencing July 1, 2020 and ending June 30, 2021:

City Estimated Revenues:

Other Non-Property Tax Revenue:	\$ 7,561,866
State Revenue Sharing:	\$ 1,987,500
Homestead:	\$ 1,144,521
BETE:	\$ 350,000
Appropriations from Operational Surplus, City:	\$ 550,000
TOTAL ESTIMATED REVENUES AND APPROPRIATIONS:	\$ 11,593,887

Motion by Councilor Ready, seconded by Councilor McCurry to grant the first reading of the order.

Vote: Unanimous.

2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$562,977** for the Biddeford Airport comprised of \$242,977 for the AIRPORT OPERATIONS FUND and \$320,000 in reimbursable grant expenses for the AIRPORT REIMBURSABLE IMPROVEMENT FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that estimated revenues to the Biddeford Airport Fund in the sum of **\$540,481** comprised of \$220,481 for the AIPORT OPERTIONS FUND and \$320,000 for the AIRPORT REIMBURSABLE IMPROVEMENT FUND be hereby adopted in support of the Biddeford Airport appropriation.

Motion by Councilor McCurry, seconded by Councilor Ready to grant the first reading of the order.

Vote: 6/3; Councilors St. Cyr, Quattrone and Lessard opposed.

Councilors Emhiser, McCurry, Clearwater, Belanger, Ready and Ortiz in favor.

First reading carries.

2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$102,742** for the CDBG FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that the sum of **\$102,170** in estimated revenues to the CDBG Fund be hereby adopted in support of the CDBG Fund appropriation and other approved CDBG projects.

Motion by Councilor Ready, seconded by Councilor Clearwater to grant the first reading of the order.

Motion by Councilor McCurry, seconded by Councilor Clearwater to table the order until clarification can be provided on the proposed amounts.

Vote: Unanimous.

2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$46,359** for the MOORING FEES FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$42,000** in estimated revenues to the Mooring Fees Fund be hereby adopted in support of the Mooring Fees Fund appropriation.

Motion by Councilor Clearwater, seconded by Councilor Ready to grant the first reading of the order.

Vote: 6/3; Councilors McCurry, St. Cyr and Quattrone opposed.

Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

Motion carries.

2020 IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$177,966** for the POOL BEACH PERMITS FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that the sum of **\$99,500** in estimated revenues to the Pool Beach Permits Fund be hereby adopted in support of the Pool Beach Permits Fund appropriation.

Motion by Councilor Ready, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: 5/4; Councilors McCurry, St. Cyr, Quattrone and Lessard opposed.

Councilors Emhiser, Clearwater, Belanger, Ready and Ortiz in favor.

Motion carries.

2020 IN BOARD OF CITY COUNCIL.. JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$850,878** for the RECREATION PROGRAMS FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that the sum of **\$871,135** in estimated revenues to the Recreation Programs Fund be hereby adopted in support of the Recreation Programs Fund appropriation.

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: Unanimous.

2020 IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$201,751** for the PARKING FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$363,400** in estimated revenues to the Parking Fund be hereby adopted in support of the Parking Fund appropriation.

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: Unanimous.

2020 IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$1,550,000** for the AMBULANCE FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$1,425,000** in estimated revenues to the Ambulance Fund be hereby adopted in support of the Ambulance Fund appropriation.

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: 7/2; Councilors St. Cyr and Quattrone opposed.

Councilors Emhiser, McCurry, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

Motion carries.

2020 **IN BOARD OF CITY COUNCIL...June 18, 2020**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$5,604,465** for the SEWER OPERATIONS FUND for fiscal year commencing July 1, 2020 and ending June 30, 2021, and detailed as follows:

Sewer Operations:	\$3,466,465
Industrial Pretreatment:	\$ 69,508
Maintenance:	\$ 1,003,366
Depreciation:	<u>\$1,065, 543</u>
Total	\$5,604,882

BE IT FURTHER ORDERED, that the sum of **\$4,717,311** in estimated revenues to the Biddeford Sewer Operations Fund be hereby adopted in support of the Sewer Operation Fund appropriation.

Sewer User Fees	\$3,931,295
Other Revenue	\$ 186,016
Transfer from General Fund	<u>\$ 600,000</u>
Total	\$4,717,311

Motion by Councilor Clearwater, seconded by Councilor Ready to grant the first reading of the order.
Vote: 6/3; Councilors McCurry, Quattrone and St. Cyr opposed.
Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.
Motion carries.

2020 **IN BOARD OF CITY COUNCIL...JUNE 18, 2020**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$266,431** for the MDEA FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$266,431** in estimated revenues to the MDEA FUND be hereby adopted in support of the MDEA FUND appropriation.

Motion by Councilor Lessard, seconded by Councilor Ready to grant the first reading of the order.
Vote: 8/1; Councilor Clearwater opposed.
Councilors Emhiser, McCurry, St. Cyr, Quattrone, Belanger, Ready, Ortiz and Lessard in favor.
Motion carries.

2020 **IN BOARD OF CITY COUNCIL...JUNE 18, 2020**
BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$97,979** for the PEOPLE RECOVER PROGRAM FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$97,979** in estimated revenues to the PEOPLE RECOVER PROGRAM FUND be hereby adopted in support of the People Recover Program appropriation.

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.
Vote: Unanimous.

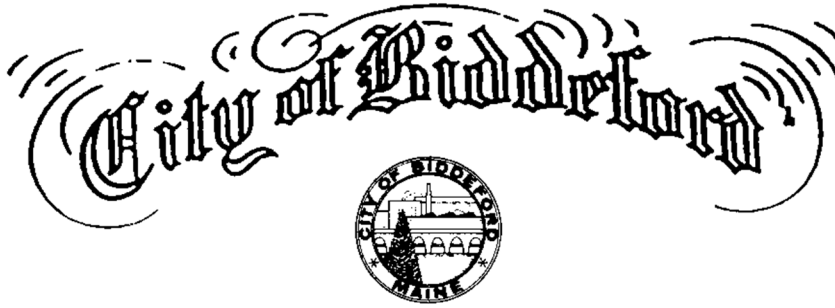
Motion by Councilor Clearwater, seconded by Councilor Lessard to reconsider the CITY GENREAL FUND budget.
Vote: 7/2; Councilors St. Cyr and Quattrone opposed.
Councilors Emhiser, McCurry, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.
Motion to reconsider carries.

Motion by Councilor Lessard, seconded by Councilor Ready to amend by decreasing the General Government line by \$50,000; and increasing the Contingency line by \$50,000.
Vote: 7/2; Councilors St. Cyr and Quattrone opposed.
Councilors Emhiser, McCurry, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.
Amendment carries.

Vote on order, as amended: 6/3; Councilors McCurry, St. Cyr and Quattrone opposed.
Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.
First reading carries.

Motion by Councilor McCurry, seconded by Councilor Clearwater to adjourn.
Vote: Unanimous. Time: 7:26 p.m.

Attest by: _____
Carmen J. Morris, City Clerk



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$33,611,398** for the CITY GENERAL FUND budget excluding Schools, Adult Education, TIF Funding and County Tax for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, broken down as follows:

GENERAL GOVERNMENT	\$11,189,158
PUBLIC SAFETY	\$10,196,871
PUBLIC WORKS	\$ 4,966,056
PUBLIC SERVICES	\$ 2,521,727
DEBT SERVICE	\$ 2,876,539
CAPITAL OUTLAYS	\$ 1,361,047
CONTINGENCY	\$ 500,000
TOTAL	\$ 33,611,398

June 18, 2020

Motion by Councilor Ready, seconded by Councilor McCurry to grant the first reading of the order.

Motion by Councilor McCurry, seconded by Councilor Clearwater to amend by adding \$3,000 to the Holiday Lighting budget line, with funds to be covered using part of the \$25,000 savings from the property & casualty insurance line.

Vote: 8/1; Councilor Ready opposed.

Councilors Emhiser, McCurry, St. Cyr, Quattrone, Clearwater, Belanger, Ortiz and Lessard in favor. Motion carries.

Vote on order, as amended: 6/3; Councilors McCurry, St. Cyr and Quattrone opposed.

Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

First reading carries.

Motion by Councilor Clearwater, seconded by Councilor Lessard to reconsider the CITY GENREAL FUND budget.

Vote: 7/2; Councilors St. Cyr and Quattrone opposed.

Councilors Emhiser, McCurry, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

Motion to reconsider carries.

Motion by Councilor Lessard, seconded by Councilor Ready to amend by decreasing the General Government line by \$50,000; and increasing the Contingency line by \$50,000.

Vote: 7/2; Councilors St. Cyr and Quattrone opposed.

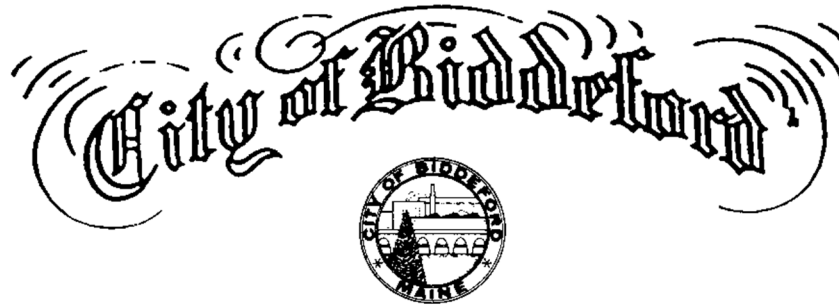
Councilors Emhiser, McCurry, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

Amendment carries.

Vote on order, as amended: 6/3; Councilors McCurry, St. Cyr and Quattrone opposed.

Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

First reading carries.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby adopt the following estimated revenues and appropriations from fund balance in support of the general fund budget for the fiscal year commencing July 1, 2020 and ending June 30, 2021:

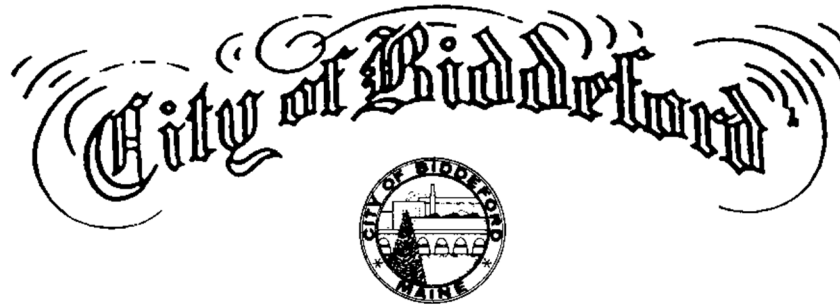
City Estimated Revenues:

Other Non-Property Tax Revenue:	\$ 7,561,866
State Revenue Sharing:	\$ 1,987,500
Homestead:	\$ 1,144,521
BETE:	\$ 350,000
Appropriations from Operational Surplus, City:	\$ 550,000
TOTAL ESTIMATED REVENUES AND APPROPRIATIONS:	\$ 11,593,887

June 18, 2020

Motion by Councilor Ready, seconded by Councilor McCurry to grant the first reading of the order.

Vote: Unanimous.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$562,977** for the Biddeford Airport comprised of \$242,977 for the AIRPORT OPERATIONS FUND and \$320,000 in reimbursable grant expenses for the AIRPORT REIMBURSABLE IMPROVEMENT FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that estimated revenues to the Biddeford Airport Fund in the sum of **\$540,481** comprised of \$220,481 for the AIRPORT OPERATIONS FUND and \$320,000 for the AIRPORT REIMBURSABLE IMPROVEMENT FUND be hereby adopted in support of the Biddeford Airport appropriation.

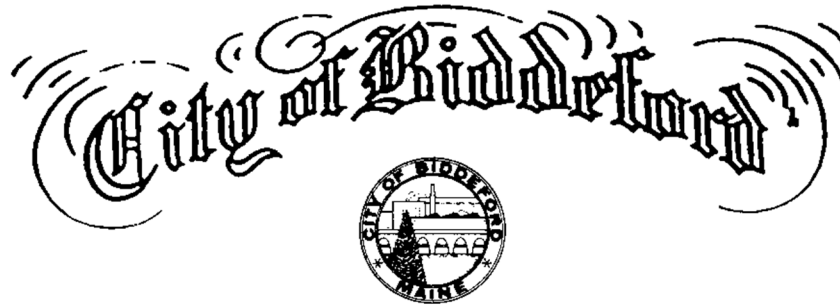
June 18, 2020

Motion by Councilor McCurry, seconded by Councilor Ready to grant the first reading of the order.

Vote: 6/3; Councilors St. Cyr, Quattrone and Lessard opposed.

Councilors Emhiser, McCurry, Clearwater, Belanger, Ready and Ortiz in favor.

First reading carries.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$46,359** for the MOORING FEES FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$42,000** in estimated revenues to the Mooring Fees Fund be hereby adopted in support of the Mooring Fees Fund appropriation.

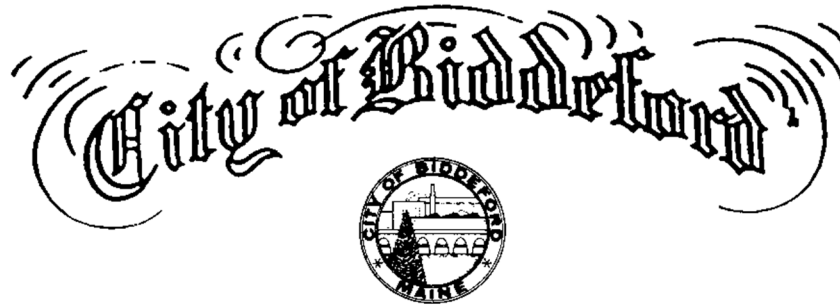
June 18, 2020

Motion by Councilor Clearwater, seconded by Councilor Ready to grant the first reading of the order.

Vote: 6/3; Councilors McCurry, St. Cyr and Quattrone opposed.

Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

Motion carries.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$177,966** for the POOL BEACH PERMITS FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that the sum of **\$99,500** in estimated revenues to the Pool Beach Permits Fund be hereby adopted in support of the Pool Beach Permits Fund appropriation.

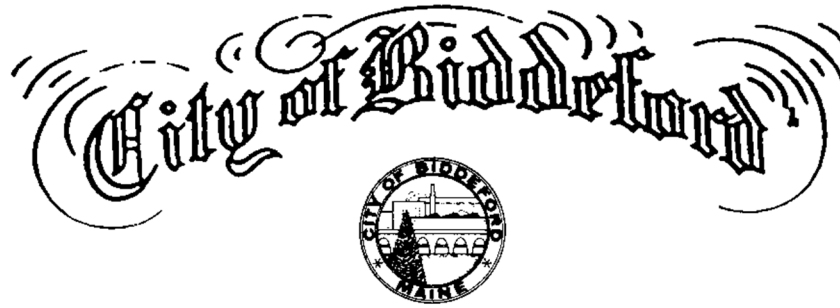
June 18, 2020

Motion by Councilor Ready, seconded by Councilor Clearwater to grant the first reading of the order.

Vote; 5/4; Councilors McCurry, St. Cyr, Quattrone and Lessard opposed.

Councilors Emhiser, Clearwater, Belanger, Ready and Ortiz in favor.

Motion carries.



2020

IN BOARD OF CITY COUNCIL.. JUNE 18, 2020

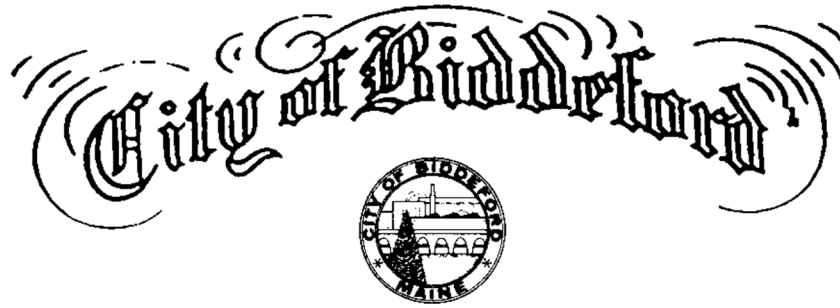
BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$850,878** for the RECREATION PROGRAMS FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that the sum of **\$871,135** in estimated revenues to the Recreation Programs Fund be hereby adopted in support of the Recreation Programs Fund appropriation.

June 18, 2020

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: Unanimous.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

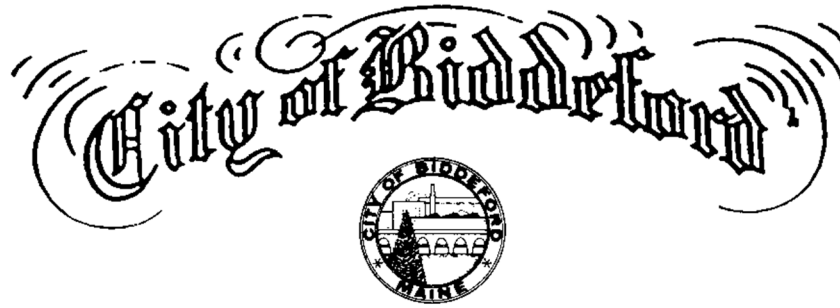
BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$201,751** for the PARKING FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$363,400** in estimated revenues to the Parking Fund be hereby adopted in support of the Parking Fund appropriation.

June 18, 2020

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: Unanimous.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$1,550,000** for the AMBULANCE FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$1,425,000** in estimated revenues to the Ambulance Fund be hereby adopted in support of the Ambulance Fund appropriation.

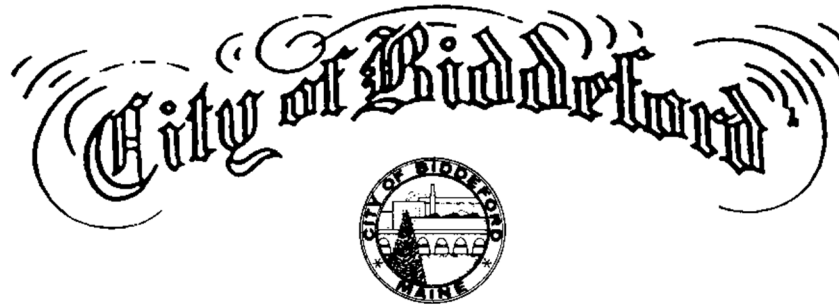
June 18, 2020

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: 7/2; Councilors St. Cyr and Quattrone opposed.

Councilors Emhiser, McCurry, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

Motion carries.



2020

IN BOARD OF CITY COUNCIL...June 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$5,604,465** for the SEWER OPERATIONS FUND for fiscal year commencing July 1, 2020 and ending June 30, 2021, and detailed as follows:

Sewer Operations:	\$3,466,465
Industrial Pretreatment:	\$ 69,508
Maintenance:	\$ 1,003,366
Depreciation:	<u>\$1,065, 543</u>
Total	<u>\$5,604,882</u>

BE IT FURTHER ORDERED, that the sum of **\$4,717,311** in estimated revenues to the Biddeford Sewer Operations Fund be hereby adopted in support of the Sewer Operation Fund appropriation.

Sewer User Fees	\$3,931,295
Other Revenue	\$ 186,016
Transfer from General Fund	<u>\$ 600,000</u>
Total	<u>\$4,717,311</u>

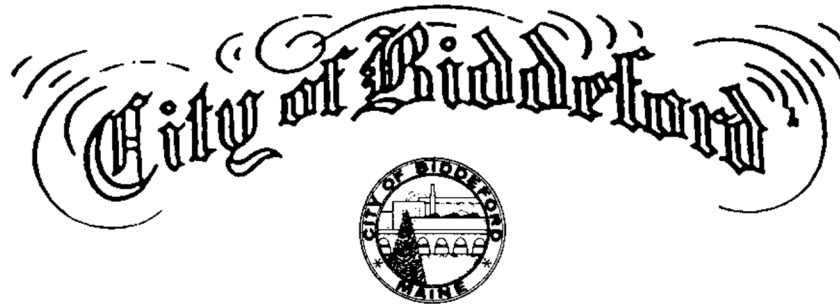
June 18, 2020

Motion by Councilor Clearwater, seconded by Councilor Ready to grant the first reading of the order.

Vote: 6/3; Councilors McCurry, Quattrone and St. Cyr opposed.

Councilors Emhiser, Clearwater, Belanger, Ready, Ortiz and Lessard in favor.

Motion carries.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$266,431** for the MDEA FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$266,431** in estimated revenues to the MDEA FUND be hereby adopted in support of the MDEA FUND appropriation.

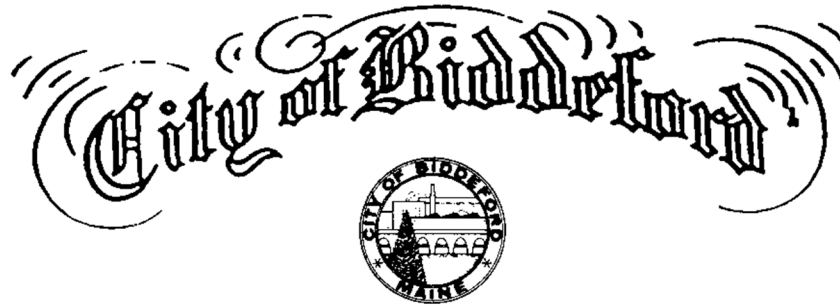
June 18, 2020

Motion by Councilor Lessard, seconded by Councilor Ready to grant the first reading of the order.

Vote: 8/1; Councilor Clearwater opposed.

Councilors Emhiser, McCurry, St. Cyr, Quattrone, Belanger, Ready, Ortiz and Lessard in favor.

Motion carries.



2020

IN BOARD OF CITY COUNCIL...JUNE 18, 2020

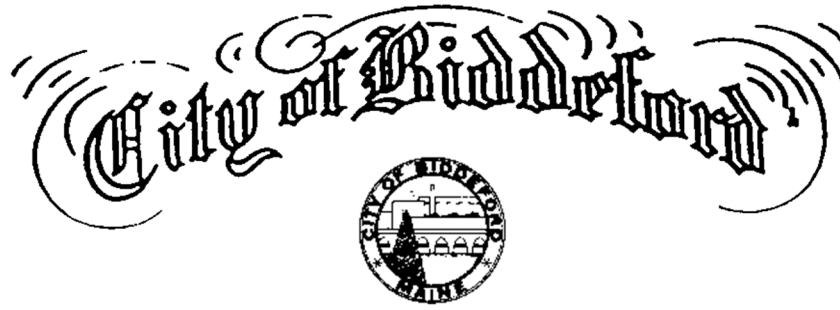
BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$97,979** for the PEOPLE RECOVER PROGRAM FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 and

BE IT FURTHER ORDERED, that the sum of **\$97,979** in estimated revenues to the PEOPLE RECOVER PROGRAM FUND be hereby adopted in support of the People Recover Program appropriation.

June 18, 2020

Motion by Councilor McCurry, seconded by Councilor Clearwater to grant the first reading of the order.

Vote: Unanimous.



REVISED ORDER

2020

IN BOARD OF CITY COUNCIL...JUNE 23, 2020

BE IT ORDERED, that the City Council of the City of Biddeford does hereby appropriate the sum of **\$472,281** for the CDBG FUND for the fiscal year commencing on July 1, 2020 and ending June 30, 2021, and

BE IT FURTHER ORDERED, that the sum of **\$469,231** in estimated revenues to the CDBG Fund be hereby adopted in support of the CDBG Fund appropriation and other approved CDBG projects.

Note: FY2020 Carryover to cover shortfall

City of Biddeford, Maine

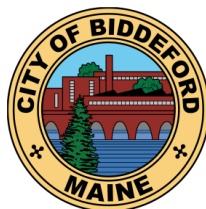
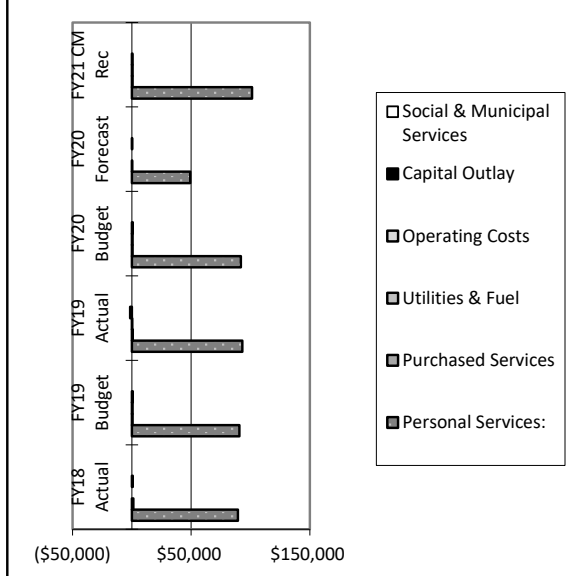
Fiscal Year 2021

Budget: CDBG Grant Administration

Account Number: 31117

	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD	FY21		City Council Approved
						Dept Head	Manager's Rec	
Personnel Services:	\$89,399	\$90,698	\$93,067	\$91,810	\$49,218	\$101,192	\$101,192	\$95,346
Purchased Services	\$1,181	\$600	\$768	\$600	\$4	\$550	\$550	\$70,934
Utilities & Fuel	\$0	\$492	\$40	\$492	\$0	\$450	\$450	\$450
Operating Costs	\$829	\$650	-\$1,420	\$650	\$371	\$550	\$550	\$305,551
Capital Outlay	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Social & Municipal Services	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTALS:	\$91,409	\$92,440	\$92,454	\$93,552	\$49,593	\$102,742	\$102,742	\$472,281

Graphic Representation



FRINGE BENEFIT IMPACT (Estimated):	
FICA	\$6,371
Workers Comp	\$236
Health Insurance	\$9,020
Retirement	\$4,714
Unemployment	\$98
Other Insurance	\$1,025
Total Fringe Benefit Impact	\$21,463
# of Full Time Employees	1.20

	FY20 Budget	FY21 Manager's Rec	Dollar Change	Percentage Change
Personal Services:	\$91,810	\$101,192	\$9,382	10.2%
Purchased Services	\$600	\$550	-\$50	\$0
Utilities & Fuel	\$492	\$450	-\$42	\$0
Operating Costs	\$650	\$550	-\$100	-15.4%
Capital Outlay	\$0	\$0	\$0	N/A
Social & Municipal Services	\$0	\$0	\$0	N/A
TOTALS:	\$93,552	\$102,742	\$9,190	9.8%

Personnel Services

Account Number	Description	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD 01/31/20	FY21		Council
							Dept Head	Mgr's Rec	
60102	Mid Mgmt Hrly Employee Wa	\$68,269	\$68,528	\$71,850	\$69,299	\$39,791	\$69,701	\$69,701	\$93,846
60105	Mid Mgmt Hrly Employee Wa	\$0	\$0	\$1,215	\$8,640	\$0	\$8,861	\$8,861	\$0

60201 FICA/Medicare-ER Share Exp	\$5,832	\$5,557	\$5,124	\$6,310	\$3,022	\$6,371	\$6,371	\$0
60203 457 Plan-Employer Share Exp	\$4,552	\$4,415	\$3,762	\$4,547	\$186	\$4,714	\$4,714	\$0
60210 HPHC Ins Employer Share Ex	\$8,228	\$9,328	\$7,727	\$213	\$4,845	\$9,020	\$9,020	\$0
60212 S-T Disability ER Share Exp	\$3	\$30	\$0	\$36	\$0	\$36	\$36	\$0
60213 L-T Disability ER Share Exp	\$257	\$247	\$250	\$208	\$147	\$209	\$209	\$0
60216 Delta Dental ER Share	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60217 RHSA Plan ER Share	\$867	\$780	\$750	\$780	\$465	\$780	\$780	\$0
60251 Conferences/Training Expense	\$0	\$1,000	\$550	\$1,000	\$0	\$1,000	\$1,000	\$1,000
60252 Travel/Mileage Expense	\$117	\$150	\$595	\$150	\$25	\$150	\$150	\$150
60253 Food/Lodging Expense	\$9	\$200	\$1,022	\$200	\$10	\$200	\$200	\$200
60256 Dues/Memberships Expense	\$1,135	\$150	\$35	\$150	\$550	\$150	\$150	\$150
60370 Workers Comp Insurance Exp	\$133	\$313	\$189	\$277	\$177	\$0	\$0	\$0

Totals	\$89,399	\$90,698	\$93,067	\$91,810	\$49,218	\$101,192	\$101,192	\$95,346
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Purchased Services

Account Number	Description	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD 01/31/20	FY21		Council
							Dept Head	Mgr's Rec	
60314	Public Services Contracted	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$70,384
60320	Advertising	\$1,100	\$500	\$731	\$500	\$0	\$500	\$500	\$500
60325	Postage/Shipping Expense	\$81	\$100	\$36	\$100	\$4	\$50	\$50	\$50
Totals		\$1,181	\$600	\$768	\$600	\$4	\$550	\$550	\$70,934

Utilities & Fuel

Account Number	Description	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD 01/31/20	FY21		Council
							Dept Head	Mgr's Rec	
60402	Phone/Celular/Paging Exp	\$0	\$492	\$40	\$492	\$0	\$450	\$450	\$450
Totals		\$0	\$492	\$40	\$492	\$0	\$450	\$450	\$450

Other Operating Costs

Account Number	Description	FY18 Actual	FY19 Budget	FY19 Actual	FY20 Budget	FY20 YTD 01/31/20	FY21		Council
							Dept Head	Mgr's Rec	
60500	Admin/Office Supp/Eqt Non-Cap	\$308	\$400	\$274	\$400	\$130	\$400	\$400	\$400
60501	Operating Supp/Eqt Non-Cap	\$521	\$100	\$440	\$100	\$241	\$100	\$100	\$100
60502	Printing & Copying Expense	\$0	\$150	\$0	\$150	\$0	\$50	\$50	\$50
60797	Miscellaneous Expense	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
60798	Contingency	\$0	\$0	(\$2,134)	\$0	\$0	\$0	\$0	\$0

60799 Transfer Out to Other Funds	\$0	\$0	\$0	\$0	\$0	\$0	Revised 6/22/2020 \$0	\$305,001
Totals	\$829	\$650	-\$1,420	\$650	\$371	\$550	\$550	\$305,551

**Department Personnel Budget
Fiscal Year 2021**

Revised 6/22/2020

DEPARTMENT: 31117 CDBG Grant Administration

Classification	EMP #	FTE	Annual Total	Requested	City Manager Recommended	Council Approved	Last Name
CDBG GRANT COORDINATOR	10011	1.00	69,434.04	69,701.09	69,701.09		HOLMES
ADMINISTRATIVE ASST.	322791	0.20	8,827.52	8,861.47	8,861.47		HALL
REORGANIZATION PLACEHOLDER						93,846.00	
TOTAL BUDGETED POSITIONS		1.20	78,261.56	78,562.57	78,562.57	93,846.00	



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Mid Mgmt Hrlly Employee Wage Ex

Department Number:

31117

Account Number:

60102

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$68,268.56	\$68,528.00	\$71,849.52	\$69,299.00	\$69,701.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$69,701.09	\$69,701.09	93,846.00	\$24,547.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

~~Notes: Up to 20% of the CDBG funds can be used for administration and planning. We intend to transition Shannon to take on some of the administrative chores presently performed by Lyn Waters. This will free Lyn to perform additional work in the neighborhoods, while managing the program more efficiently. There are adequate funds in the administrative account to cover Shannon's costs. this will also allow us to have greater checks and balances in the drawdown process.~~

June 22 Update

Notes: Up to 20% of the CDBG funds can be used for administration and planning.

Due to retirement, staff chnages, and program priorities funds will be distributed to the appropriate Object code once the reorganization is complete.



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Mid Mgmt Hrly Employee Wage Ex

Department Number:

31117

Account Number:

60105

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$0.00	\$1,214.51	\$8,640.00	\$0.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$8,861.47	\$8,861.47		(\$8,640.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Notes: Up to 20% of the CDBG funds can be used for administration and planning.

Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: FICA/Medicare-ER Share Exp

Department Number: 31117

Account Number: 60201

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$5,831.72	\$5,557.00	\$5,123.72	\$6,310.00	\$6,360.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$6,370.64	\$6,370.64		(\$6,310.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Notes: Up to 20% of the CDBG funds can be used for administration and planning.

Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: 457 Plan-Employer Share Exp

Department Number: 31117

Account Number: 60203

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$4,551.57	\$4,415.00	\$3,762.43	\$4,547.00	\$400.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$4,713.75	\$4,713.75		(\$4,547.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Notes: Up to 20% of the CDBG funds can be used for administration and planning.

Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: HPHC Ins Employer Share Exp

Department Number: 31117

Account Number: 60210

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$8,228.45	\$9,328.00	\$7,727.13	\$213.00	\$9,000.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$9,020.00	\$9,020.00		(\$213.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Notes: Up to 20% of the CDBG funds can be used for administration and planning.

Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: S-T Disability ER Share Exp

Department Number: 31117

Account Number: 60212

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$2.76	\$30.00	\$0.00	\$36.00	\$36.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$36.00	\$36.00		(\$36.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Notes: Up to 20% of the CDBG funds can be used for administration and planning.

Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: L-T Disability ER Share Exp

Department Number: 31117

Account Number: 60213

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$256.61	\$247.00	\$249.85	\$208.00	\$209.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$209.12	\$209.12		(\$208.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Notes: Up to 20% of the CDBG funds can be used for administration and planning.
Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: RHSA Plan ER Share

Department Number: 31117

Account Number: 60217

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$867.00	\$780.00	\$750.00	\$780.00	\$780.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$780.00	\$780.00		(\$780.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Notes: Up to 20% of the CDBG funds can be used for administration and planning.
Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Conferences/Training Expense

Department Number: 31117

Account Number: 60251

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$1,000.00	\$549.50	\$1,000.00	\$500.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

CDBG training, both regional and national as required for the position.



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Travel/Mileage Expense

Department Number: 31117

Account Number: 60252

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$116.75	\$150.00	\$594.73	\$150.00	\$150.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$150.00	\$150.00	\$150.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Local travel mileage.



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Food/Lodging Expense

Department Number: 31117

Account Number: 60253

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$8.51	\$200.00	\$1,021.69	\$200.00	\$0.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$200.00	\$200.00	\$200.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Additional charges for regional training, when needed.



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Dues/Memberships Expense

Department Number: 31117

Account Number: 60256

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$1,135.00	\$150.00	\$35.00	\$150.00	\$150.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$150.00	\$150.00	\$150.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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National Council for Community Development



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Public Services Contracted

Department Number: 31117

Account Number: 60314

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$0.00	\$0.00	\$0.00	

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		\$0.00	\$ 70,384.00	\$70,384.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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SMAA - Meals on Wheels	1	\$	17,000.00	\$	17,000.00
Seeds of Hope - Career Center	1	\$	21,600.00	\$	21,600.00
The HUB - APEX	1	\$	31,784.00	\$	31,784.00
				\$	70,384.00



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Advertising

Department Number: 31117

Account Number: 60320

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$1,099.98	\$500.00	\$731.36	\$500.00	\$600.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$500.00	\$500.00	\$500.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Budgeted account need to continue newspaper advertising, as required by HUD; note haven't begun spending this year's CDBG funds.



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Postage/Shipping Expense

Department Number: 31117

Account Number: 60325

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$81.17	\$100.00	\$36.20	\$100.00	\$50.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$50.00	\$50.00	\$50.00	(\$50.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Workers Comp Insurance Exp

Department Number: 31117

Account Number: 60370

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$132.50	\$313.00	\$188.50	\$277.00	

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		\$0.00	\$0.00	(\$277.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Notes: Up to 20% of the CDBG funds can be used for administration and planning.

Funds will be distributed to the appropriate Object code once the reorganization is complete



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Phone/Celular/Paging Exp

Department Number: 31117

Account Number: 60402

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$492.00	\$40.01	\$492.00	\$450.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$450.00	\$450.00	\$450.00	(\$42.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Admin/Office Supp/Eqt Non-Cap

Department Number: 31117

Account Number: 60500

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$307.77	\$400.00	\$274.08	\$400.00	\$350.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$400.00	\$400.00	\$400.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

Supplies to support CDBG program.



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Operating Supp/Eqt Non-Cap

Department Number: 31117

Account Number: 60501

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$520.78	\$100.00	\$440.11	\$100.00	\$160.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$100.00	\$100.00	\$100.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Printing & Copying Expense

Department Number: 31117

Account Number: 60502

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$150.00	\$0.00	\$150.00	\$50.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$50.00	\$50.00	\$50.00	(\$100.00)

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Delta Dental ER Share

Department Number: 31117

Account Number: 60216

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$0.00	\$0.00	\$0.00	

FY2020 YTD
\$0.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$0.00	\$0.00	\$0.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



**Fiscal Year 2021
Budget Request**

June 22, 2020

Department: CDBG Grant Administration

Account Title: Miscellaneous Expense

Department Number: 31117

Account Number: 60797

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

FY2020 YTD
\$0.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
	\$0.00	\$0.00	\$0.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

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Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Contingency

Department Number: 31117

Account Number: 60798

FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$0.00	-\$2,134.13	\$0.00	

FY2020 YTD
\$0.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		\$0.00	\$0.00	\$0.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.



Fiscal Year 2021 Budget Request

June 22, 2020

Department: CDBG Grant Administration

Account Title: Transfer Out to Other Funds

Department Number: 31117

Account Number: 60799

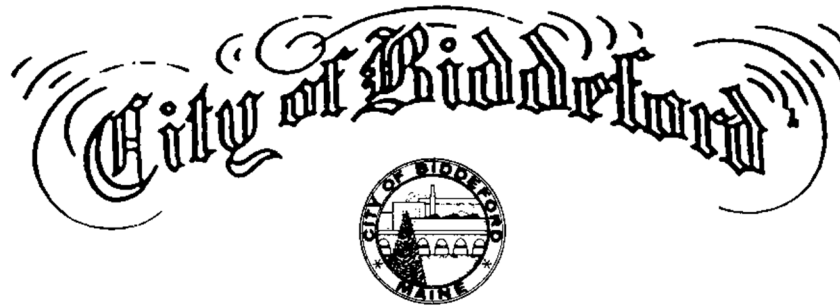
FY2018 Actual	FY2019 Budget	FY2019 Actual	FY2020 Budget	FY2020 Est. Expended
\$0.00	\$0.00	\$0.00	\$0.00	

FY2020 YTD
\$0.00

FY2021 Budget	Department Request	City Mgr Recommendation	Council Action	Increase (Decrease)
		\$0.00	\$ 305,001.00	\$305,001.00

Support for Budget Request: Provide justification for the budget request using as much detail as possible to support it. Examples of acceptable support include unit costs, quantity estimates, price quotes, etc. Requests based solely on a percentage increase above the previous budget will not be accepted. Use additional sheets if necessary.

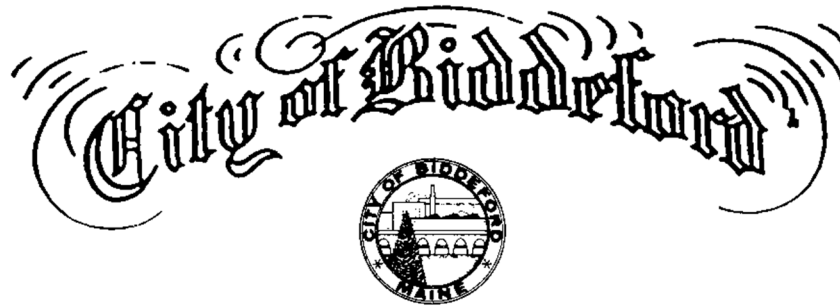
Sidewalks/ADA	1	\$ 256,000.00	\$ 256,000.00
Multifamily Housing Rehabilitation	1	\$ 49,001.00	\$ 49,001.00
		\$	305,001.00



2020

IN BOARD OF CITY COUNCIL...June 18, 2020

BE IT ORDERED, in accordance with 36 M.R.S.A Section 506, the Tax Collector/Treasurer is authorized to accept prepayment of taxes not yet committed or prior to any due date and pay no interest thereon. In accordance with 36 M.R.S.A. Section 506-A, a taxpayer who pays an amount in excess of that finally assessed shall be repaid the amount of overpayment plus interest from the date of overpayment at the annual rate of **5.00%.**



2020

IN BOARD OF CITY COUNCIL..JUNE 18, 2020

BE IT ORDERED, that the City Assessor be authorized to commit property taxes for the fiscal year commencing July 1, 2020 and ending June 30, 2021 in the total sum of \$48,150,602 with \$1,323,152 raised for County Taxes, \$23,245,570 raised for School/Educational use, \$25,499,459 raised for Municipal use, and \$1,564,442 raised for TIF funding use, less estimated State Revenue Sharing and direct State aid for tax relief of \$3,482,021, and

BE IT FURTHER ORDERED, that said Property Tax Commitment shall be payable in two equal installments on October 9, 2020 and April 8, 2021 with any odd amount to be due on the first installment, and that interest shall be collected at the rate of 8.00% per annum on any taxes remaining unpaid after each respective installment date.

BE IT FURTHER ORDERED, that the Tax Collector by authorized to accept voluntary prepayments on property taxes and to pay interest on these voluntary prepayments at the rate of 0% per annum.

BE IT FURTHER ORDERED, that said Property Tax Commitment be recommended to be at the rate of \$20.05 per \$1,000 of Property Valuation.

Note: Overlay to be added after commitment by assessor