



**City of Biddeford
City Council**

February 17, 2026 at 6:00 PM
City Hall Council Chambers & Teams

[Teams Instructions](#)

[Join Teams Meeting on Line](#)

Microsoft Teams Meeting

Meeting ID: 245 050 825 885 60

Passcode: Lt7Lh3NW

Dial in by phone

+1 872-242-8054

Phone conference ID: 703 667 973#

1. Roll Call
2. Pledge of Allegiance
3. Adjustment(s) to Agenda
4. Proclamation
 - 4.a Black History Month
5. Staffing Updates
 - 5.a January 2026 Staffing Update
6. Appointments
 - 6.a 2026.30 Approval- Mayoral Appointments to a Committee-Citizens
7. Presentation
 - 7.a Public Art Commission
8. Public Hearing
 - 8.a CDBG Public Hearing - documents are listed in the orders below
 - 8.b Recreation Bond Public Comments
9. Public Addressing the Council

(3 minute limit per speaker for up to a total of 15 minutes)

10. Consideration of Minutes

10.a Council Minutes 2-3-26

11. Second Reading

11.a 2026.21 Approval Amend Ordinance Code Enforcement Fees

11.b 2026.22 Approval Amend Shellfish Ordinance

12. Orders of the Day

12.a 2026.25 Approval CDBG 2024-2028 Five-Year Consolidated Plan and Budget

12.b 2026.26 Approval CDBG Year One FY2024 Annual Action Plan and Budget

12.c 2026.27 Approval CDBG Year Two FY2025 Annual Action Plan and Budget

12.d 2026.28 Approve Investment Policy and Administration

12.e 2026.29 Resolution in Support of LD 2124 Act to Support Emergency Shelter Funding using Real Estate Transfer Tax Revenue

13. Public Addressing the Council

(5 minute limit per speaker)

14. City Manager Report

15. Committee Updates by Council

16. Other Business

17. Council President Addressing the Council

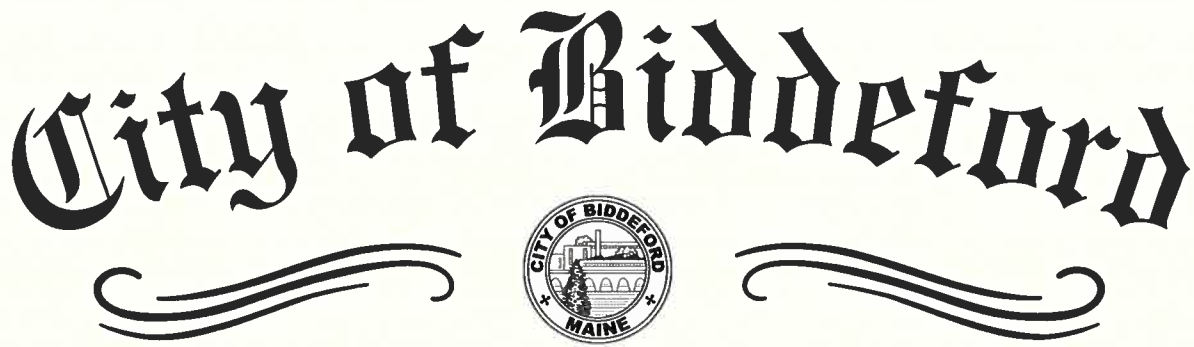
18. Mayor Addressing the Council

19. Executive Session

19.a Executive Session 1 MRS 405 (6) d Contract Negotiations

19.b Executive Session 1 MRS 405 (6) a Personnel Matters

20. Adjourn



PROCLAMATION

Black History Month 2026

WHEREAS, Black History Month, previously known as Negro History Week, was founded by Dr. Carter G. Woodson and first celebrated on February 1, 1926; and

WHEREAS, Black History Month serves as a vital opportunity to celebrate the achievements, contributions, and history of Black Americans, whose legacy is deeply woven into the fabric of our nation; and

WHEREAS, the City of Biddeford acknowledges the significance of honoring the history, culture, and resilience of Black Americans, past and present, who have enriched our City and our nation through their indelible contributions; and

WHEREAS, this month provides a chance to reflect on the ongoing struggle for racial equity, amplify the voices of our Black community, and educate all about the challenges and triumphs of the Black experience;

THEREFORE, I, Liam LaFountain, Mayor of the City of Biddeford, do hereby proclaim February as Black History Month in the City of Biddeford and urge all citizens to join in the celebration and recognition of the significant impact of Black history and futures on our community and beyond.

*In Witness Whereof, We the undersigned have herewith affixed
our signatures this 17th day of February 2026.*

Liam LaFountain, Mayor



Robin Patterson, City Clerk



City Council

Meeting Date: February 17, 2026
Meeting Time: 6:00 PM
Agenda Item No: 5.a
Item Description: January 2026 Staffing Update
Submitted By: Diana Depaolo, HR Director

Key Terms:

Executive Summary:

New Hires:

Nathan Colpitts joins the City as the Deputy Finance Director in the Finance Department
Macie Cousins joins the City as the Administrative Assistant for the Recreation Department
Katie Schuster joins the City as a Police Officer for the Police Department

Separations:

Brian Phinney- retired from the City Manager's office with 23 years of service
Michele Moore separated from Recreation
Michael Jones- retired from Public Works with 24 years of service

Detailed Review:

Funding Source:

Staff Recommendation:

Next Steps:

Attachments:

City of Biddeford



2026.30 IN BOARD OF CITY COUNCIL... , FEBRUARY 17, 2026

BE IT ORDERED, that I Liam LaFountain, Mayor of Biddeford, do hereby appoint:

Jessica Reilly

Ward 6

Biddeford Citizens Advisory Committee

For a term to expire January 31, 2028

Patrick Conlon

Ward 3

Traffic Committee as an Associate Member

For a term to expire January 31, 2027

Rob Nicoll

Ward 2

Planning Board as an Associate Member

For a term to expire September 30, 2028

John Henedy

Ward 1

Harbor Commission (Commercial Boater)

For a term to expire January 31, 2029

Mark Poirier

Ward 4

Ad Hoc Veterans Committee

Mark Poirier

Ward 4

Recreation Commission

For a term to expire January 31, 2031

Rick Laverriere

Ward 6

Biddeford Fire Advisory Committee (Voting Member)

For a term to expire January 31, 2029

Karin Anne Gregory
Ward 1
Biddeford Fire Advisory Committee (Voting Member)
For a term to expire January 31, 2028

Daniel Boucher
Ward 2
Historic Preservation Commission (Voting Member)
For a term to expire December 31, 2026.

Attest by: _____
Robin Patterson, City Clerk

Committee, Board, and Commission Application Form

Application

Name Jessica Reilly

Pronouns She/Her

Ward 6

Which City Committee, Board or Commission do you request to be appointed to?

Biddeford Citizens Advisory Committee, Diversity, Equity and Inclusion Committee, Planning Board, Policy Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I recently relocated to Biddeford and want to contribute to the city's momentum, especially as it continues its growth and revitalization. I serve on the York County Broadband Digital Equity Coalition and have seen firsthand how much thoughtful planning, equity-focused decision-making, and public engagement matter to a community's long-term success. I would welcome the opportunity to support Biddeford's work by bringing a fresh perspective, regional experience, and a strong commitment to being an active, informed resident.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I have a background in economic development, community engagement, and regional planning, including participating in two CEDS planning cycles during my work in the Midwest. I have partnered for 6–7 years with the Urban League on an annual Economic Development and Diversity Summit, giving me experience at the intersection of planning, equity, and public policy. Locally, I serve on the York County Broadband Digital Equity Coalition, where we work to advance digital inclusion, community participation, and equitable infrastructure planning. These experiences position me well to contribute to Planning, Policy, DEI, or Citizens Advisory work in Biddeford.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). York County Broadband Digital Equity Coalition (current).

Rodney Scheel House Board of Directors (Section 8 Housing) – Fundraising Chair (2017–2024).

Committee, Board, and Commission Application Form

Application

Name Patrick Conlon

Pronouns he, him

Ward 3

(Section Break)

Which City Committee, Board or Commission do you request to be appointed to? Traffic Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I am interested in serving the City of Biddeford because I have made this my home. I am invested here and I believe that Biddeford has so much potential. I also believe that the people of Biddeford that I have had the good fortune to meet and to get to know are what make this city a great place to live. I'm happy to serve along side fellow citizens of Biddeford.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. Presently work for the Eastern Trail as the Trail Manager. This job has educated me about how much people in our region love to walk and bike but how important it is to provide safe space for those activities. Also through this work I am in touch with some upper level folks at Maine DOT and I have a great working relationship with their Active Transportation Planner. Since the MDOT plays such a crucial role and exercises so much control over so much of our road network we often need to coordinate with them and I think I can help with that.

Grass roots organizer and founder of Bike BS whose goal is a more bicycle friendly Biddeford/Saco with safer streets that encourage active transportation options including walking, transit use, biking and rolling of all types. Through leading group rides and providing bike valet services at many of Biddeford's large outdoor cultural events I have gotten to know how much desire there is in both Biddeford and Saco to have more welcoming streets for active transportation.

Volunteer at the APEX Youth Connection and co-leader of the weekly APEX Bike Bus.

Friend and non-voting member of the Saco Bicycle and Pedestrian Advisory Committee.

Former trustee and President of Bike JC in Jersey City New Jersey. While serving in that role the city implemented their first protected bike lanes, adopted a Vision Zero initiative, formulated a VZ Action Plan and formulated a Bicycle Master Plan. I helped to guide the city through all of those plans and changes to the streets of Jersey City. During much of that work I coordinated closely with the consulting firm Street Plans whose work is internationally recognized and is now a pre-qualified consultant for all of the MPOs in Maine. Through that work I was exposed to both Tactical Urbanism and the Quick Build process for quickly implementing changes to the design of streets to improve safety for all road users.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Presently serving on the Biddeford Conservation Commission but would most likely resign from that commission after we finish the Comp Plan work, to focus on the work of the Traffic Committee where I think my experience is more aligned.

Also presently serving on the Biddeford Sustainability Committee. Given that the BSC is tasked with working on our Climate Action Plan and that within that plan we have the goal of reducing vehicle miles traveled, I hope to stay involved there.

Committee, Board, and Commission Application Form

Application

Name Rob Nicoll

Pronouns Field not completed.

Ward 2

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

Which City Committee, Board or Commission do you request to be appointed to?

Planning Board

If other, please list below. Associate Member, Planning Board

Why are you interested in serving the City of Biddeford? I've enjoyed tremendously getting started as a member of the downtown development commission, and am looking forward to contributing more of my time to helping to make sure the city continues to grow and develop in smart and sustainable ways moving forward. Biddeford's growth as we seek to meet the housing crisis is a unique opportunity to ensure future developments meet the goals not just of city staff and developers but also city residents, present and future. I also believe that Biddeford can be a role model city for our neighbors in the rest of York County as we move firmly into the 21st century, and would consider it a privilege to get to play a part in that transition.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I am studying city planning and policy as part of a graduate program, and have spent the past couple years working towards an eventual career change to planning, so I've done a lot of study, taken online courses, and attended the NNECAPA conference to learn about trends and topics in planning specific to northern New England.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Current member of the Downtown Development Commission as of October 2025.

Committee, Board, and Commission Application Form

Application

Name John Hennedy

Pronouns Field not completed.

Ward 1

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

Which City Committee, Board or Commission do you request to be appointed to?

Harbor Commission

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? Life long resident Biddeford Pool.
Grew up on and around the ocean.

Use and navigate the Saco River, Saco Bay and Wood Island Harbor on a regular basis.

Please list any experience that may be pertinent to the Board or Committee in which you
are requesting to serve. 50 Ton US Coast Guard Masters License

Former Commodore Biddeford Pool Yacht Club

General Manager Biddeford Pool Yacht Club

Please list any prior experience serving on any public Boards, Commissions or Committees
(and approximate dates). Former Harbor Commission member 2018 - 2024

Retired District Chief Biddeford Fire Department 1998 - 2025

Committee, Board, and Commission Application Form

Application

Name Mark Poirier

Pronouns Field not completed.

Ward 4

Which City Committee, Board or Commission do you request to be appointed to?

Biddeford Citizens Advisory Committee, Conservation Commission, Institutional Zone Review Committee, Planning Board, Veterans Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? As a lifelong resident of the city, I would like to participate in the decision process that moves the city forward.

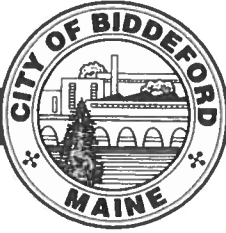
Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. As a retired U.S. Air Force Master Sergeant and experienced public-sector professional with more than two decades of leadership in planning, coordination, infrastructure oversight, and policy implementation. My career has focused on evaluating complex systems, developing long-range plans, managing resources responsibly, and working collaboratively across organizations to achieve sustainable outcomes.

Throughout my service with the Air National Guard and U.S. Air Force, I have held senior roles involving program oversight, inter-agency coordination, training development, and operational planning. I regularly participated in working groups and advisory committees responsible for reviewing proposals, establishing standards, and aligning initiatives with organizational priorities and fiscal constraints. My efforts contributed to improved efficiency, continuity, and significant cost savings through thoughtful planning and modernization.

I feel I bring a practical, analytical approach to civic service, with a strong emphasis on transparency, public accountability, and long-term community impact. I am experienced in reviewing technical documentation, facilitating discussions among diverse stakeholders, and making informed, balanced recommendations. As a local resident, I am committed to

supporting responsible growth, infrastructure resilience, and decision-making that reflects the needs and values of the community.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Field not completed.



CITY OF BIDDEFORD

Application for City Committees, Commissions and Boards

**Items marked with an asterisk are required.*

Date* 1-13-2026

Name* Rick Laverriere

Pronouns _____

Street Address* 371 South St
BIDDEFORD

Mailing Address
(if different) _____

Phone Number(s)* _____

Email Address* _____

Ward* ward 6

Which City Committee, Board or Commission do you request to be appointed to?*

- | | |
|--|--|
| ☐ • Airport Commission | ☐ • Planning Board |
| ☐ • Biddeford Citizens' Advisory Committee | ☐ • Policy Committee |
| ☐ • Biddeford Fire Advisory Committee ☒ | ☐ • Public Art Commission |
| ☐ • Biddeford Housing Authority | ☐ • Recreation Commission |
| ☐ • Biddeford Police Advisory Committee | ☐ • Recycling and Solid Waste Management Commission |
| ☐ • Board of Assessment Review | ☐ • Shellfish Conservation Commission |
| ☐ • Cable T.V. Committee | ☐ • Sustainability Commission |
| ☐ • Capital Projects/Operations Committee | ☐ • Traffic Committee |
| ☐ • Conservation Commission | ☐ • Tri-City Transit Committee |
| ☐ • Diversity, Equity and Inclusion Committee | ☐ • Wastewater Management Commission |
| ☐ • Downtown Development Commission | ☐ • Zoning Board of Appeals |
| ☐ • Harbor Commission | ☐ • Other <u>PSAC</u> |
| ☐ • Historic Preservation Commission | |

Rick LARRIERE

CITY OF BIDDEFORD
Committee Application

Please list any prior experience serving on any Public Boards, Commissions or Committees (and approximate dates).

I WAS ON THE City Council FOR 10 YRS. 1 TERM Council President
Committees: AIRPORT Commission, Finance, Personnel Committee,
Fire Commission, Cable Committee, Solid Waste Committee

Please list any other experience that may be pertinent to the Board or Committee in which you are requesting to serve on.*

Volunteer To Drive 206 Rehab Fire Bus
Volunteer To work PARADES
WORKED ELECTIONS AT POLLS

FIRE/Police 3+ YEARS

Please provide a brief statement describing your interest in serving the City of Biddeford.*

I have WORKED Volunteering - Biddeford ATHLETIC ASSOC.
HAVE VOLUNTEERED FOR THE City of BIDDEFORD FOR YEARS

I have ALWAYS Looked FORWARD To WORKING AND BEING ON VARIOUS
Committees

Looking FORWARD To being PART of THE NEW FIRE/Police Commission.

Attach any additional information to this application and return it to the City Clerk's Office.

Committee, Board, and Commission Application Form

Application

Name Karin Anne Gregory

Pronouns Field not completed.

Ward 1

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

Which City Committee, Board or Commission do you request to be appointed to?

Biddeford Fire Advisory Committee, Institutional Zone Review Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I've served over the years. I'm on the DDC currently.

Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I have served on conservation vision and fire committee for the substation in our Ward.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). See above

Committee, Board, and Commission Application Form

Application

Name Daniel P Boucher

Pronouns Field not completed.

Ward 2

Need to find your Ward?

[Click here to find your Ward on a map or a list of streets.](#)

(Section Break)

Which City Committee, Board or Commission do you request to be appointed to?

Capital Projects Committee

If other, please list below. Field not completed.

Why are you interested in serving the City of Biddeford? I have a long history of having served on many committees and was an elected city counselor and 6 term school committee member. I served as chair of the Capital Projects Comm of the School Board for 5 terms. I was chair of the Building Committees for both the Bidd. Middle School project and co-chair of the high school renovation project.

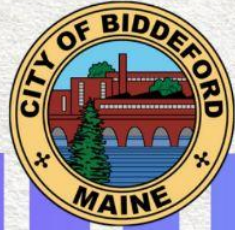
Please list any experience that may be pertinent to the Board or Committee in which you are requesting to serve. I have a 50 year career in engineering, land surveying, design.

I've been doing architectural design as a business for over 40 years.

My interest in capital projects has stretched that many years.

Please list any prior experience serving on any public Boards, Commissions or Committees (and approximate dates). Charter Revision Commission 2016-2017,

Public Parking Garage Study Committee, 2018 +-, Coastal Fire Station Study Committee 2022 +-



City of
Biddeford

PUBLIC ART *Commission*

PAC Presentation to City Council, February 17, 2026

Presentation Agenda

Commission Purpose

Work to date

2025-2026 Commission Goals

What's Next

“Can you see me?” by Jane DeDecker



Commission Purpose

The purposes of the Public Art Commission shall be to administer a Public Art Program, including:

- Ensure the enhancement of art in the City;
- Promote the access and enjoyment of the arts;
- Improve public buildings, facilities, and outdoor spaces through artistic endeavors;
- Respond to Biddeford's diverse community and imagination.



Clockwise from top left: "One Blue Sky" by Pat Perry and collaborators; "230 Main" by Susan Bartlett Rice, "265 Main" by Julie Gray, and "Mainer" by Pigeon

Commission work to date



Commission Goals 2025-2026

Goal 1: Complete the Public Art Commission Master Plan and move through all required stages to adopt.

Goal 2: Establish a budget for the Public Art Commission and identify funding sources.

Goal 3: Fill all Commission seats.

Goal 4: Define the Public Outreach Strategy for the Art Commission.

"230 Main Mural" by Susan Bartlett Rice



Goal 1: Complete the Public Art Commission Master Plan and move through all required stages to adopt.

Master Plan

- Informed by data from Biddeford Cultural Plan and partner surveys
- Invites temporary as well as permanent work
- Concept of “community works” - clarifying what kinds of projects the City invests funds in
- Draws from best practices and policies in similar communities



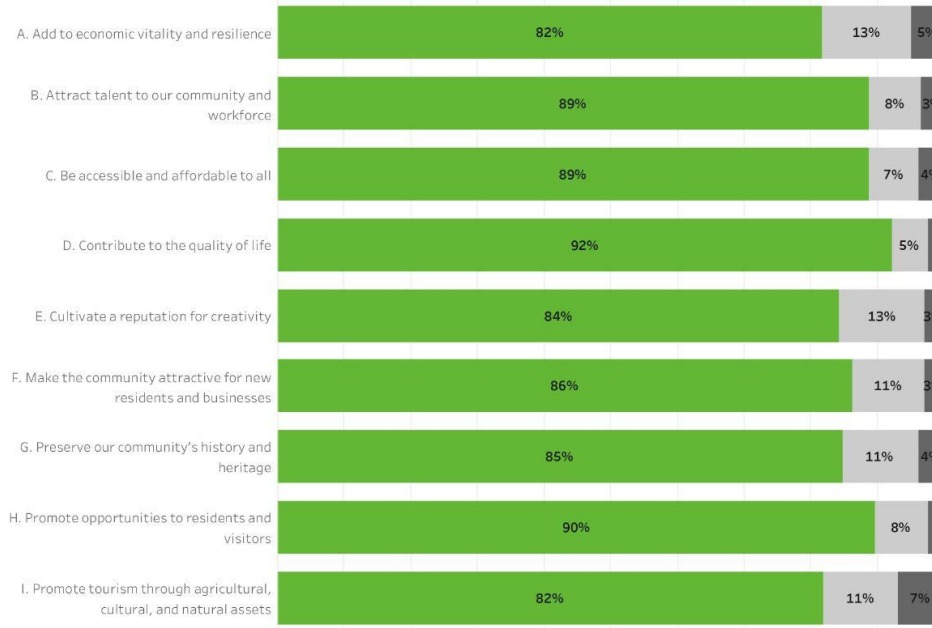
Biddeford Cultural Plan

Reinholt Consulting | November 2021

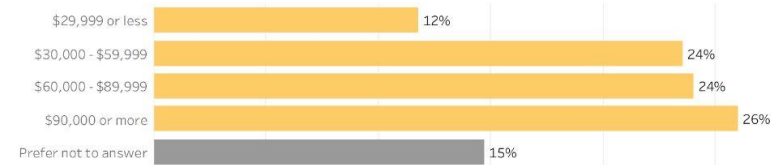


Likert scale question analysis based on 3 point scale

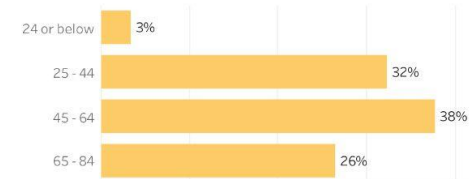
- ☒ Do you agree/disagree that cultural assets should...
- ☐ How important are the following outcomes of public arts projects?
- ☐ How interested are you in participating in these community art projects?
- ☐ How interested are you in participating in these offerings?
- ☐ How often do you turn to the following for information on cultural offerings?
- ☐ Rate the following aspects of Biddeford's cultural offerings?



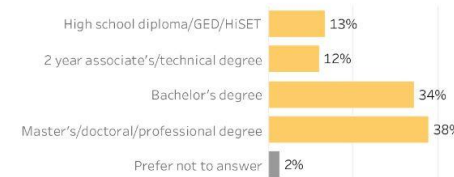
Income



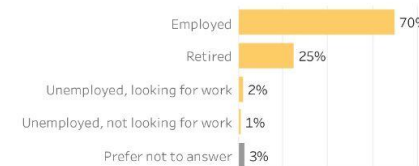
Age



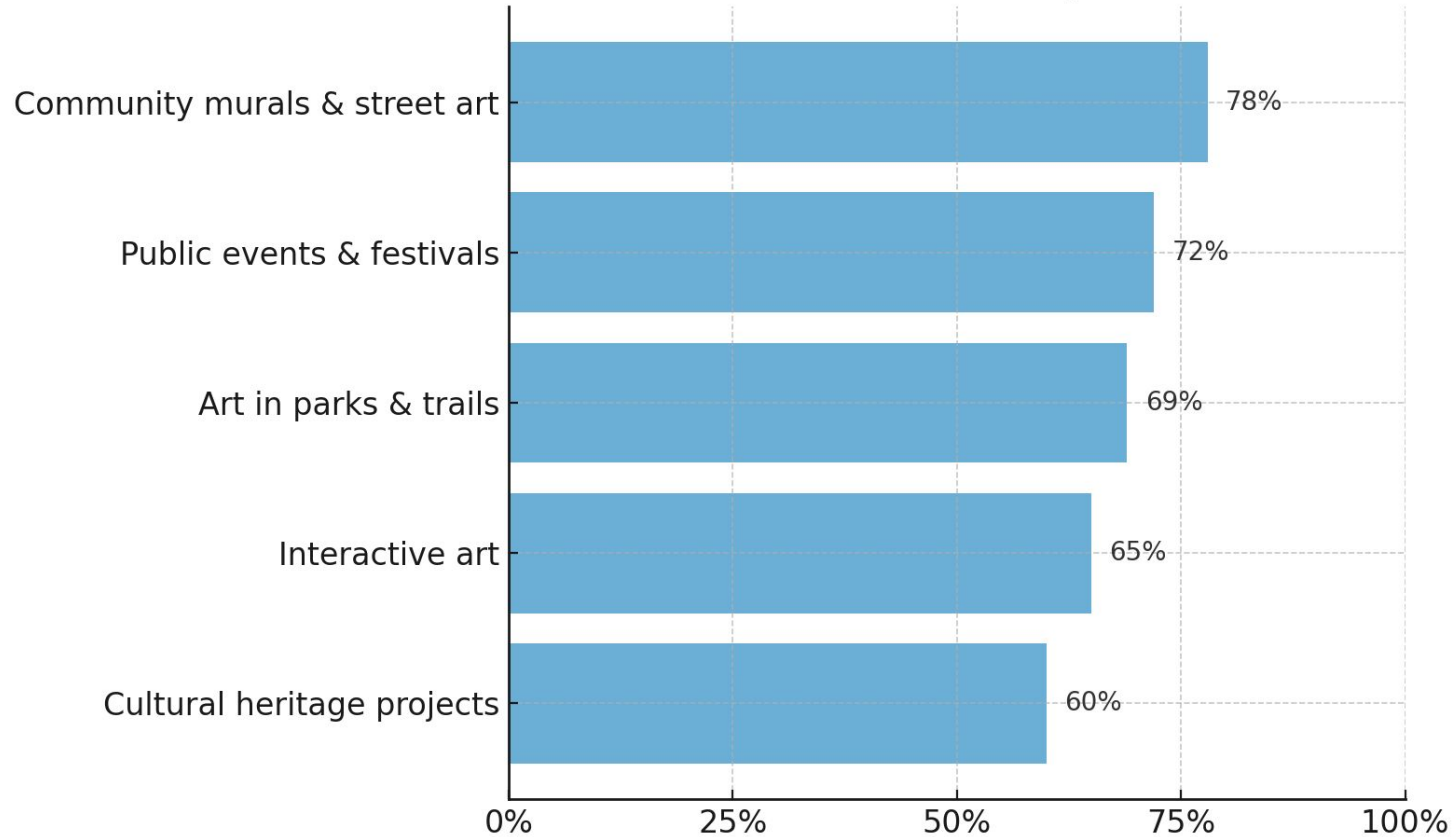
Education



Employment



Public Art Interest — Top 5 Priorities

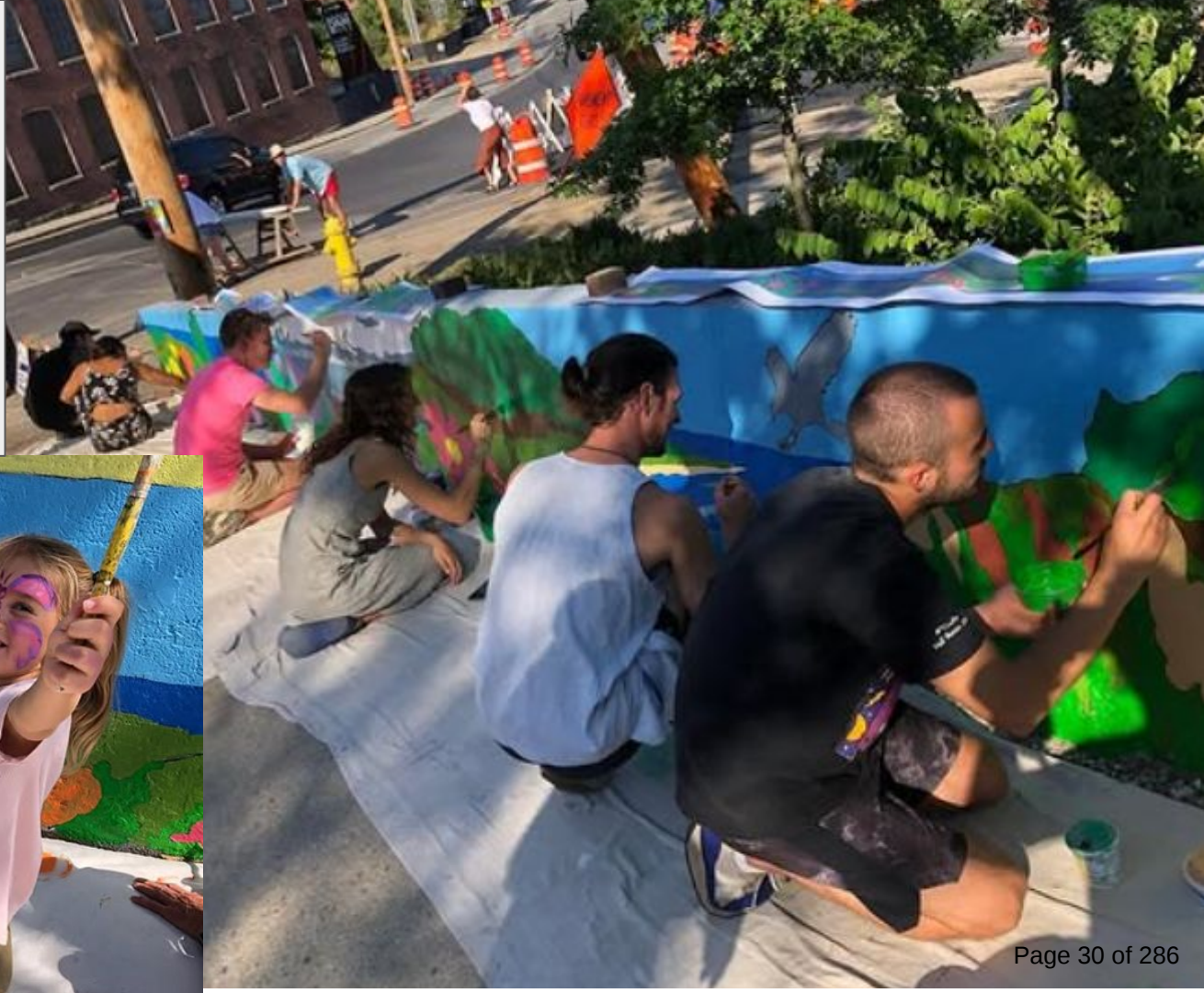


Survey respondents prioritized community murals, public events, and art in parks/trails as the most desired forms of public art in Biddeford.

"How's it growing,
Sunshine?"

Mural on Hill St

By Forging Commons/
Rebecca Cote and
Biddeford residents



Examples from other communities





"One Blue Sky"
by Pat Perry and collaborators, Biddeford 5th Grade Students



Goal 2: Establish a budget for the Public Art Commission and identify funding sources.

A budget allows the City to:

Establish a Public Art Collection

Commission new works that reflect the current and future imagination of our residents

Accept gifts

Maintain that collection over time

Inspire the creativity of our community

Project Examples

Commission has sourced a set of project examples to help the council understand what budgets might be for different types of projects

This list reflects projects that involve the community, and have the potential integrate with other city initiatives.



“Mainer - Who decides who belongs?”
By Orson Horschler, aka “Pigeon”



Funding Strategies - Integration

One of the strongest themes in the feedback data from residents and examples from other communities is integration. Public art works best when it's woven into city planning — parks, recreation facilities, riverwalk improvements, and infrastructure projects.

Public safety. Pedestrian safety. Walkability. Bike and trail access. Climate and sustainability goals. These are shared city priorities. Public art can support them.

We plan to reach out to other city commissions to identify shared priorities - whether that's parks, planning, transportation, or DEI.

Public art works best when it supports broader city goals and it is our hope that the city will be creative with us to identify these opportunities.

Funding Strategies continued

Percent for Art

- Model the State's percent for art program in an ordinance
- 1-3% percent of Capital Improvement Projects budget
- Expand from buildings to include public infrastructure such as trails, roadways, and other public facilities

Grants & Crowdfunding

- Public and private sources

Public-Private Partnerships

- Incentives for developers
- Technical support for projects on private property

From Maine's Arts & Economic Prosperity Study

TABLE 5: Nonprofit Arts and Culture Event Attendees Spend an Average of \$31.38 Per Person in the State of Maine (<u>excluding</u> the cost of event admission)			
	Residents	Nonresidents	All State of Maine Event Attendees
Refreshments/Snacks During Event	\$4.29	\$5.91	\$4.51
Meals Before/After Event	\$10.82	\$19.68	\$12.00
Souvenirs and Gifts	\$3.40	\$8.41	\$4.07
Clothing and Accessories	\$1.26	\$1.45	\$1.28
Ground Transportation	\$2.66	\$7.21	\$3.27
Event-Related Child Care	\$0.28	\$0.23	\$0.28
Overnight Lodging (<i>one night only</i>)	\$2.89	\$23.01	\$5.58
Other	\$0.36	\$0.60	\$0.39
Total Per Person Spending	\$25.96	\$66.50	\$31.38

Key Partners



Goal 3: Fill all Commission seats.



"Flowers for Tammy, Flowers for Biddeford" by
Tessa G. O'Brien and Will Sears



Goal 4: Define the Public Outreach Strategy for the Art Commission.

Public Outreach Strategies

Integrated and Ongoing

Public input is embedded in planning, site selection, and artist selection—not added at the end. Engagement continues through project development, installation, interpretation, and evaluation.

Multiple Entry Points for Participation

Community members engage as applicants, collaborators, reviewers, and participants.

Equity-Driven Outreach

Outreach prioritizes accessibility, geographic balance, and historically underrepresented voices.

Transparent & Public Process

Open meetings, public comment periods, and publicly posted materials guide decision-making.

What's Next

Master Plan Review and Adoption

Integration with other commissions and city departments

Public outreach

Establish FY27 Budget

Planning for City Hall gallery exhibitions; 'community works' program



Five Points Sign
Revitalization
Downtown Development
Commission
Artist: Tory Gordon



Why The Work Matters

Big money, big demand, big benefits

Culture adds **\$2.5 Billion** to Maine's economy each year - that's **2.7%** of our state GDP.

U.S. Bureau of Economic Analysis

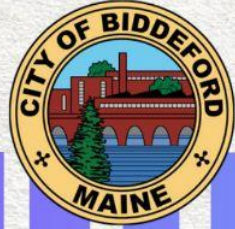
At **71%** Maine is the **#2** state for participation in culture and creativity.

National Endowment for the Arts; U.S. Census Bureau

Culture strengthens **talent attraction**, **physical and mental health**, and **civic life**.

American Planning Association; Nature; BMC Public Health; National Civic League

“Arts and public arts have been a big part of the Biddeford renaissance”



City of
Biddeford

PUBLIC ART *Commission*

Thank you! Questions?

To: Biddeford City Council

From: Biddeford Public Art Commission

Re: Memo to accompany Public Art Commission Presentation February 17, 2026

Dear Mayor and Members of the City Council,

The Biddeford Public Art Commission respectfully submits this memo to accompany our presentation and to provide a concise summary of the Commission's work to date, current priorities, and near-term direction.

Commission Formation and Charge

The Public Art Commission was formally established by ordinance in March 2025 and convened its first meeting in July 2025. Since formation, the Commission has focused on building the foundational systems required to steward public art responsibly and transparently, in alignment with the City's Cultural Plan, Comprehensive Plan, and adopted ordinance. This work has included establishing annual goals, reviewing peer municipal models, and initiating development of a comprehensive Public Art Master Plan. From the ordinance, "The purposes of the Public Art Commission shall be to administer a Public Art Program, including:

- Ensure the enhancement of art in the City;
- Promote the access and enjoyment of the arts;
- Improve public buildings, facilities, and outdoor spaces through artistic endeavors;
- Respond to Biddeford's diverse community and imagination."

Commission Goals 2025-2026

The Commission set the following goals for our work from July 2025 - June 2026:

- Goal 1: Complete the Public Art Commission Master Plan and move through all required stages to adopt.
- Goal 2: Establish a budget for the Public Art Commission and identify funding sources.
- Goal 3: Fill all Commission seats.
- Goal 4: Define the Public Outreach Strategy for the Art Commission.

Goal 1: Public Art Master Plan Development

A primary focus of the Commission's first several months has been drafting the Public Art Master Plan, which is intended to guide the selection, placement, maintenance, and deaccessioning of public art citywide. The draft plan aligns with ordinance requirements and includes guiding principles; artist and artwork selection criteria; community art processes; equity and accessibility standards; maintenance and lifecycle planning; and procedures for both permanent and temporary installations. The Commission anticipates completing internal review and moving the draft forward through the City's policy and council review process over the next few months. As part of the Master Plan, the Commission has established an inventory of existing public art assets per the ordinance.



Goal 2: Establish a budget for the Public Art Commission and identify funding sources.

A healthy budget for the Public Art Commission will allow the City to:

- Establish a Public Art Collection
- Commission new works that reflect the current and future imagination of our residents
- Accept gifts
- Maintain that collection overtime
- And ultimately inspire the creativity of our community

In accordance with its responsibilities under the Public Art Commission ordinance to establish and maintain an operating framework, seek funds, and steward public art responsibly, the Commission is pursuing a diversified, long-term funding approach. This includes examining Percent for Art models used by peer municipalities, which allocate a percentage of eligible capital improvement projects toward integrated public art.

In addition to City investment through a Percent for Art policy, the Commission is actively leveraging a range of external funding pathways to support public art implementation. Key partners include the Maine Arts Commission and the New England Foundation for the Arts (NEFA), both of which offer programmatic, project-based, and technical assistance funding that supports public art, creative placemaking, artist fees, and community engagement. Additional opportunities include private and family foundations, regional economic development initiatives, corporate and institutional sponsorships, and partnerships with local nonprofits and developers. Many of these public and private funding sources require a formal commission, adopted policies, and a clear implementation framework—conditions the City will soon be positioned to meet. For select projects, particularly community-driven and temporary works, the Commission also anticipates using crowdfunding and grassroots fundraising to increase public participation, demonstrate community support, and supplement larger funding packages. Together, these pathways allow the City to braid public and private resources, extend the impact of municipal investment, and advance public art projects in a fiscally responsible and scalable manner.

To support these efforts, the Commission is actively building technical capacity and learning from best practices. The Commission is a member of Public Art Exchange, and one Commission member attended a recent convening in Boston, engaging with peers from across the country and learning from models such as *The Triennial* and other large-scale, phased public art initiatives in the region. We will continue to review policies and examples from comparable communities to inform local decision-making.

Data from the Americans for the Arts Arts & Economic Prosperity studies show that for the State of Maine, every \$1 invested in arts and culture programs catalyzes an additional \$8 in spending in the local economy. If you include state and local tax revenues, the estimated return on investment is 15x.

Goal 3: Fill all Commission seats.

Two of our commission members moved out of Biddeford, and resigned following initial meetings. We recently welcomed new commission member Beth Whitney who was appointed at the February 3, 2026 City Council Meeting. Our youth seat remains open, and we welcome support identifying candidates.

Goal 4: Define the Public Outreach Strategy for the Art Commission.

Community engagement is central to this plan. Engagement happens through public meetings, open calls, Community Art Works projects, and ongoing feedback. The goal is to ensure residents can shape public art at every stage — from idea to implementation.

The Public Art Master Plan is intentionally designed so that community engagement is not a single outreach moment, but an ongoing practice throughout the life of public art projects. Outreach begins at the planning and policy level. The Master Plan itself is grounded in Biddeford’s 2021 Cultural Plan and advances ordinance goals related to placemaking, accessibility, and quality of life. Public feedback is invited during Policy Committee review and Council consideration, ensuring transparency at the adoption stage.

The Master Plan creates multiple access points for participation. Residents and organizations can engage through Community Art Works projects, public meetings tied to specific sites, open artist calls, temporary art applications, and public comment during review processes. Cultural equity is a guiding framework, not a separate program. Outreach efforts aim to reach across neighborhoods, age groups, and communities, with attention to language access, ADA compliance, and equitable distribution of public art citywide. The Commission also commits to ongoing outreach to attract diverse applicants for both projects and Commission service. The Master Plan emphasizes transparency and public trust. Artist selection panels include community representatives, meetings are open to the public, and draft materials and decisions are shared publicly whenever possible.

Engagement does not stop once an artwork is installed. The Plan includes commitments to interpretation, education, documentation, and periodic evaluation—ensuring the public can understand, respond to, and learn from the work over time. This Master Plan establishes public art as a collaborative civic process, shaped with the community rather than delivered to it.

What’s Next

In the coming year, the Commission’s priorities include finalizing and advancing the Public Art Master Plan, continuing to build foundational tools for stewardship and transparency, piloting appropriately scaled public art projects, and clarifying long-term funding and growing the City of Biddeford’s Public Art Collection and Program.

We appreciate the City Council’s continued support and welcome feedback, questions, or guidance as this work progresses. The Commission looks forward to continued collaboration in ensuring public art meaningfully contributes to Biddeford’s quality of life, cultural vitality, and sense of place.

Respectfully submitted,

Jessica Muise, Chair

On behalf of the Biddeford Public Art Commission

Public Art Data Summary

2021 City of Biddeford Cultural Plan

Public Art Commission Memo

Link to Cultural Plan: <https://www.biddefordmaine.org/3132/Cultural-Plan>

Why this matters: This memo summarizes the most relevant findings from the City of Biddeford’s Cultural Plan surveys and community conversations so that the Public Art Commission can begin with a baseline of public data as it relates to public art needs identified by the community. Although sourced in 2021, this data set can inform our approach to gather new data as described in the ordinance.

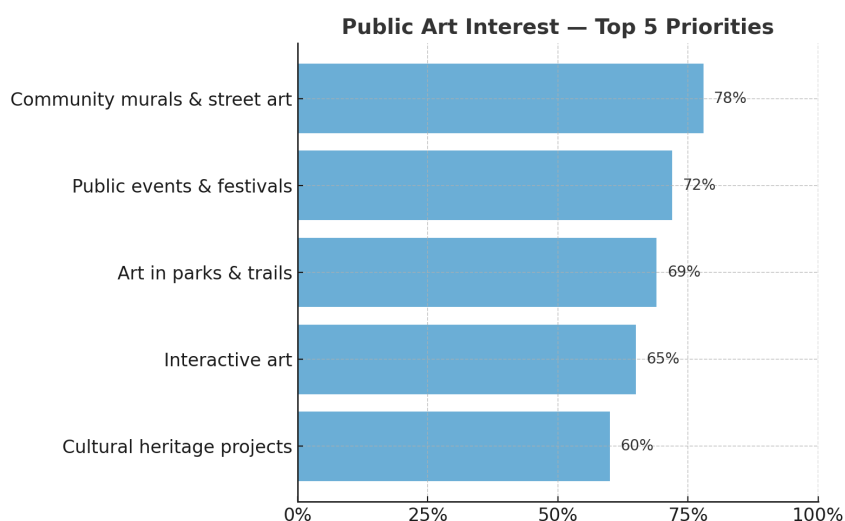
Who responded (surveys): >200 Public Opinion; 24 Artists & Makers; 12 Cultural & Creative Industries (orgs).

What public art should do (top agreement):

- 92% Make the downtown vibrant & welcoming
- 83% Transform public spaces into meaningful gathering spots
- 79% Celebrate our diverse cultures
- 77% Promote our history & heritage
- 71% Engage residents in creative projects & activities

What kinds of involvement the community wants to have:

- 73% Participating in a community committee that selects professional public art proposals
- 69% Decorating community planters, benches, bike racks, & rubbish cans
- 65% Painting a community mural with the guidance of a teaching artist



Survey respondents prioritized community murals, public events, and art in parks/trails as the most desired forms of public art in Biddeford.

Other key findings:

- Biggest participation barrier (public): “Lack of information” cited by ~40% of respondents.
- Where people actually look for event info (most often/often): Word of mouth, social media, email/newsletters, and online (web) top the list in the frequency data.
- Youth focus has broad backing: ~93% support putting resources toward ensuring youth access to arts/culture; ~89% say offerings should be accessible & affordable to all.
- Key theme from conversations (orgs, businesses, municipal): Appetite for placemaking that ties parks, trails, riverfront, and heritage storytelling to downtown.

Recommendations for the Public Art Commission

- Use existing language around public art definitions, goals, and community needs to inform the Master Plan and other policy documents.
- Include meaningful opportunities for community participation in our commissioning and selection policies and procedures.
 - Outreach to youth for this opportunity; set aside budgets for access (translation, free entry components, transit stipends where needed). Public support for youth access is overwhelming.
- In any commissioning and selection work, refer to the media and participation formats residents most desire to see and co-create.
- Prioritize locations that welcome and create gathering places e.g., gateway markers, plaza activations, trailhead art- co-designed with neighborhoods.
- Make discovery of Biddeford’s public art easy. Stand up a lightweight central info hub and push through word-of-mouth ambassadors, social media, email/newsletters, and the city website/events feed — the channels people already use.
- Lay the policy groundwork; a percent for art ordinance, etc.

Key Objectives and Strategies from the Cultural Plan

PLACEMAKING Goal C: Weave art and culture into Biddeford's public spaces

Objective C.1: Foster public engagement through community art projects

Strategies

- Host forums focused on public art for residents, artists, and community leaders. Collect and utilize community visions, input, and ideas.
- Promote opportunities for socially engaged art and civic art practices.
- Facilitate artist led community art projects such as downtown murals, mosaics, and street furniture.
- Advocate for a community driven review and selection process for public art installations.
- Utilize public art at city parks, gateways, neighborhoods, and trails to welcome people and provide a sense of place.
- Activate Biddeford's outlying neighborhoods with programming, placemaking, and creative projects.
- Invite building owners and businesses to participate in creating an inventory of spaces available for public art projects.

Objective C.2: Highlight Biddeford's history and its connection to the built environment

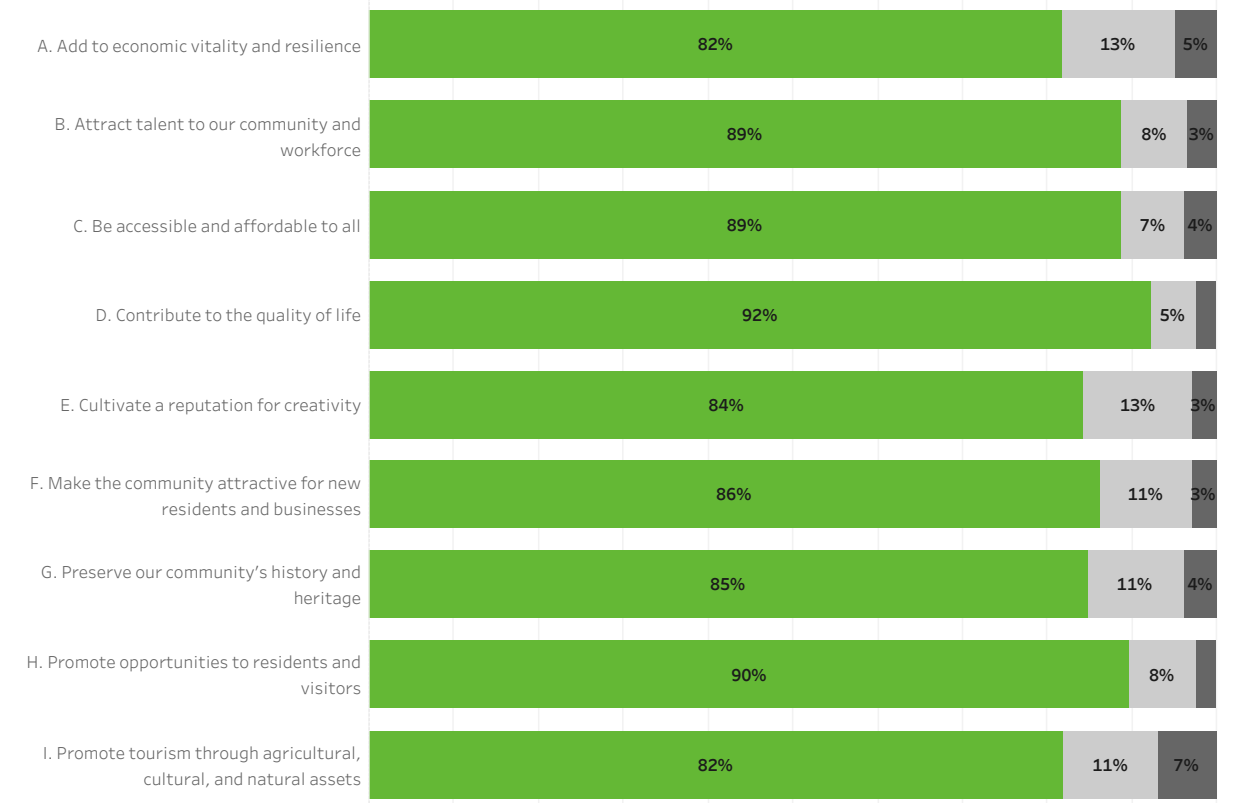
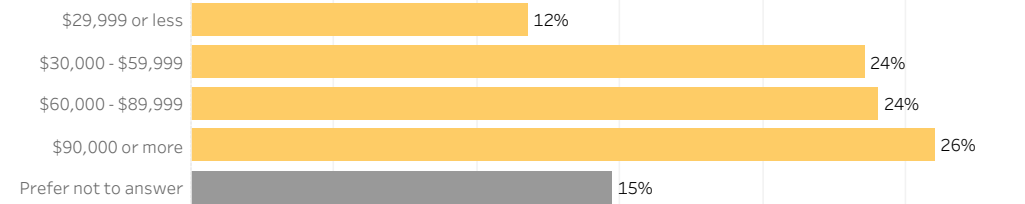
Strategies

- Inspire public projects with stories of Biddeford culture and history.
- Increase collaborations with arts organizations.
- Explore models of temporary displays such as downtown wheat paste murals depicting historic photos, and cultural images on downtown street banners.
- Utilize heritage programming in Biddeford to connect the stories of Biddeford past and Present.
- Consider labeling historic buildings with informational plaques.
- Explore the feasibility of developing an app that functions as a multi-sensory history tour. Look to successful models such as the Androscoggin Land Trust's L/A Riverwalk Tour (Travel Storys App), androscogginlandtrust.org.

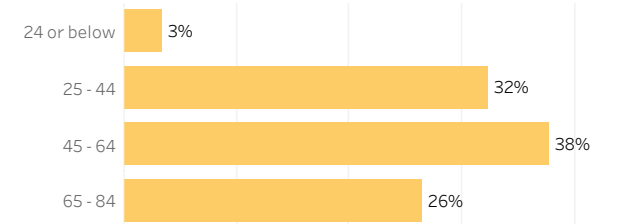
Likert scale question analysis based on 3 point scale

- ☒ Do you agree/disagree that cultural assets should...
- ☐ How important are the following outcomes of public arts projects?
- ☐ How interested are you in participating in these community art projects?
- ☐ How interested are you in participating in these offerings?
- ☐ How often do you turn to the following for information on cultural offerings?
- ☐ Rate the following aspects of Biddeford's cultural offerings?

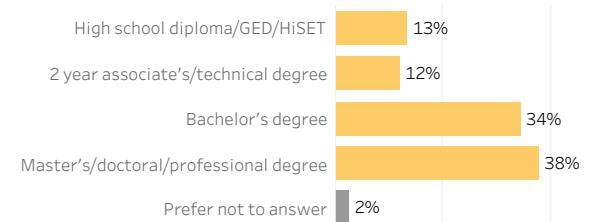
Income



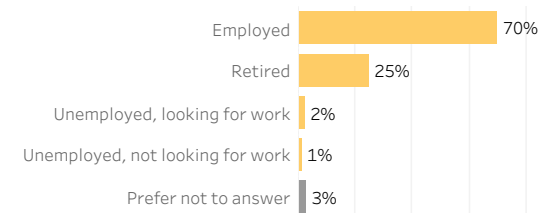
Age



Education



Employment





Summary of Project Types

Wheatpaste Murals (Temporary)

Low-cost, temporary murals applied to building facades or walls to activate underutilized spaces. These projects allow for experimentation, storytelling, and community participation while remaining flexible and easy to remove or refresh.

Typical Budget Range: \$1,800 – \$3,800 per installation

Painted Electrical Boxes (Temporary)

Artist-designed paintings on utility boxes that transform everyday infrastructure into neighborhood-scale public art. Projects can be implemented incrementally and expanded citywide over time.

Typical Budget Range: \$1,200 – \$3,100 per box

Painted Road Surfaces and Intersections (Temporary)

Painted crosswalks, intersections, or street treatments that support placemaking and traffic calming. These installations improve visibility and reinforce pedestrian priority areas while introducing public art into daily travel routes.

Typical Budget Range: \$2,500 – \$5,500 per location

Safe Crosswalk Initiative (Program Concept)

A coordinated public art program focused on enhancing pedestrian safety through artist-designed crosswalks and sidewalk treatments. The initiative aligns with City safe streets goals and prioritizes locations near schools, parks, senior housing, and high-use walking routes.

Budget Approach: Pilot-based implementation with scalable funding per location

Placemat Project – Community Art Walk Engagement

A participatory project that engages the public during Biddeford Art Walks by creating placemats for a shared community meal at Fringe Fest. The project emphasizes accessibility, creativity, and community connection across all ages and backgrounds.

Estimated Budget: \$3,100 total

Community Mural Event – Paint-by-Numbers

A large-scale, paint-by-numbers mural inspired by youth responses to community questions such as “How’s it Growing, Biddeford?” Designed for broad public participation at events like River Jam.

Typical Budget Range: \$2,800 – \$5,700

Community Story Wheatpaste Project

Residents share personal stories tied to specific locations in Biddeford. Images generated from these stories are wheatpasted downtown, with QR codes linking viewers to the full narratives online.

Typical Budget Range: \$3,700 – \$6,200



Biddeford Public Art Commission

Project Examples with Planning-Level Estimated Budgets

The following examples illustrate a range of public art and community engagement initiatives appropriate for implementation in Biddeford. Budgets shown are order-of-magnitude estimates intended for planning, discussion, and comparison purposes only. Final costs will vary based on artist selection, scope, materials, site conditions, and level of community participation.

Project: Wheat Paste Mural

Type: Temporary

Estimated Budget (Planning Level):

Artist fee(s): \$1,500 – \$3,000

Materials and printing: \$300 – \$800

Estimated Total: \$1,800 – \$3,800

Impact:

Wheatpaste murals offer a low-cost, temporary way to activate blank or underutilized facades in public spaces. Because of their temporary nature, they allow for experimentation and can respond quickly to community themes, events, or storytelling initiatives. This project type easily incorporates community input in design development, artist selection, and installation.





Downtown Bangor

Project: Painted Electrical Boxes

Type: Temporary

Estimated Budget* (Planning Level):

Artist fee(s): \$1,000 – \$2,500 per box

Materials and coatings: \$200 – \$600 per box

Estimated Total (per box): \$1,200 – \$3,100

Impact:

Painted utility boxes transform everyday infrastructure into moments of visual interest, helping reinforce neighborhood identity and reduce graffiti. Projects can be implemented incrementally and scaled citywide over time.



Saco Arts Commission

*** Budget Disclaimer**

All budget figures included in this document are **preliminary, planning-level estimates** provided for discussion and comparison purposes only. These estimates are intended to illustrate potential cost ranges and do not represent final pricing or a commitment of City funds. Actual project costs may vary based on artist selection, final scope, materials, site conditions, permitting requirements, installation methods, coordination with City departments, and market conditions at the time of implementation.



Saco Arts Commission

Project: Painted Road Surfaces

Type: Temporary

Estimated Budget (Planning Level):

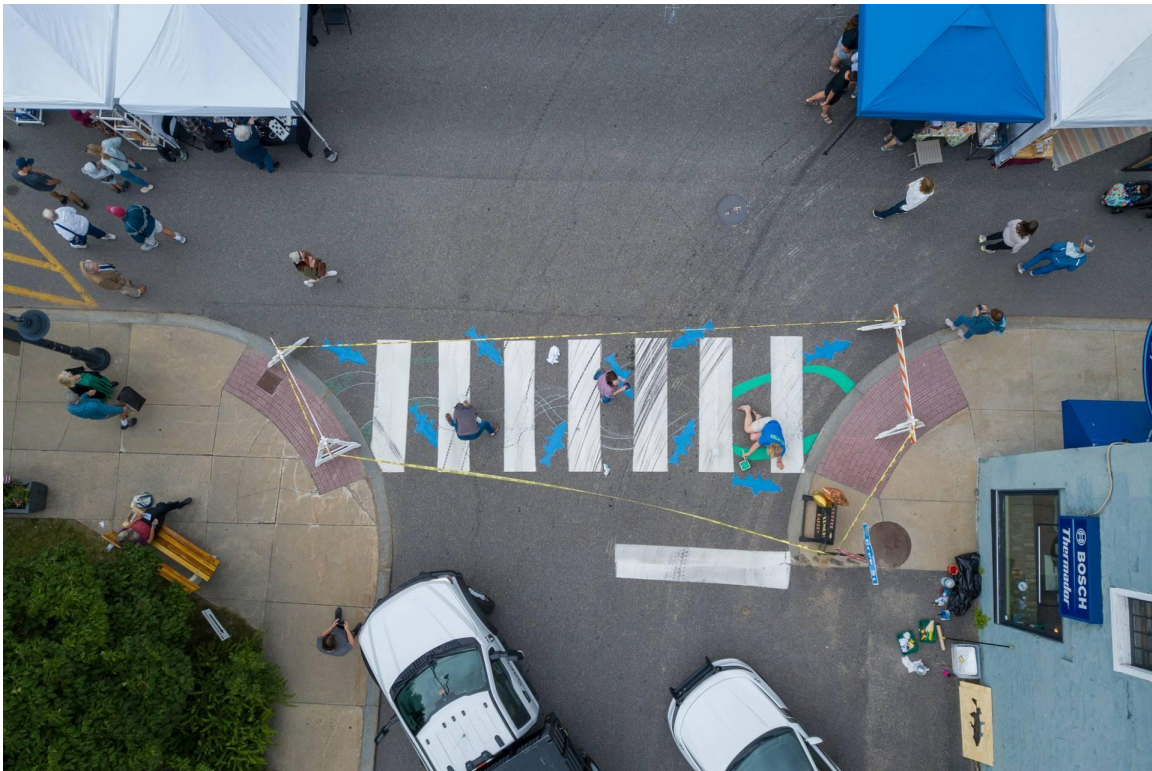
Artist fee(s): \$2,000 – \$4,000

Specialized paint and materials: \$500 – \$1,500

Estimated Total: \$2,500 – \$5,500

Impact:

Painted road surfaces and intersections create highly visible placemaking and traffic-calming features. These installations can support pedestrian safety goals while introducing public art into the daily experience of streets and neighborhoods.



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Public Art Commission Brief
Safe Crosswalk Initiative

Purpose:

The Safe Crosswalk Initiative uses public art as a tool to promote pedestrian safety, calm traffic, and strengthen neighborhood identity. Artist-designed crosswalk and sidewalk treatments draw attention to pedestrian zones and create visual cues for drivers and walkers alike.

Objectives:

Improve pedestrian safety by increasing visibility at crosswalks and sidewalk approaches.
Create a distinct community identity by reflecting Biddeford's culture, character, and neighborhoods.
Engage local artists and community members through inclusive design and feedback processes.
Align with the Public Art Commission's mission and established review and maintenance standards.
Support citywide safe streets goals, particularly near schools, parks, senior housing, and high-use walking routes.

Program Description:

The initiative will identify pilot locations where enhanced crosswalk or sidewalk art can be installed. Treatments may include painted crosswalks, sidewalk aprons, curb extensions, or intersection accents. Artists will be selected through a call for artists process. All materials will be durable, anti-slip, and appropriate for high-traffic urban conditions. Coordination with Public Works and Planning will ensure compliance with MUTCD and ADA standards.

Expected Outcomes:

Increased visibility and awareness at pedestrian crossings
More welcoming and visually engaging streetscapes
Expanded public art presence in everyday life
New partnerships among artists, schools, and neighborhood groups
A scalable model for future citywide implementation

Next Steps:

Identify pilot locations in collaboration with Public Works and Planning
Develop and issue a call for artists
Present the initiative to City Council for approval and funding alignment
Coordinate installation schedules with City staff and community partners



Placemat Project: Community Art Walk Engagement

Design and create art kits and distribute to 4 Biddeford Art Walk Artist that engage the public participants of art walk in making placemats for the Pie Luck table at Fringe fest. Taking place over 4 consecutive art walks to generate numerous placemats and encourage people to attend fringe fest and also cultivate contribution to community, sharing meals to strengthen community, and celebrate our innate capacity to create. All ages and backgrounds of people creating something unique in a similar format demonstrates the diversity of expression.

Estimated Budget*:

Project design, kit preparation, delivery, and collection: \$800

Materials: \$400

Marketing materials (covered by HOB): \$300

Artist facilitation fees: \$1,600

Estimated Total: \$3,100

*** Budget Disclaimer**

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Project: Community Mural Event



Paint by numbers design inspired by youth responses to “How’s it Growing Biddeford?” Participants of River Jam were invited to paint any amount of the paint by numbers mural.

Budget:

Hill St Mural Project Budget		
	Need	Description
Lead Artist Fee	1800	Art and youth direction, design, implentation, Admin
Marketing, Publicity	400	Fundraising and community awareness campaign
Youth Stipends	500	5 youth- 5 2 hour days= 10 hours per youth
Digital and artist fees	400	Digital transfer, design and projection
Marketing Materials	175	Postcards and Flyers
Wall repair and application materials	375	See Comment for materials list
Paint and top coat	500	paint, isolation coat, top coat
Event material	50	crew relations
	4200	



Community Story Wheat Paste Project

Residents are chosen to tell stories about location in town; Images are generated based on the story and wheat pasted in several downtown places. QR codes on the images link to personal stories.

EXPENSES (suggestions)	
Project Coordinator and Artist Fee	\$3,206.00
Printing of large format images	\$384.00
Print marketing material	\$150.00
Assistant fees	\$200.00
Documentation (printing, photo, video)	\$500.00
Transcription fees	\$450.00
Web and media	\$110.00
TOTAL EXPENSES	\$5,000.00

* Budget Disclaimer

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Union Riverwalk North & Sculpture Trail Initiative

The Union Riverwalk North project builds on Ellsworth's existing riverwalk system to create a connected recreational, cultural, and tourism asset along the Union River. With support from a Community Outdoor Recreation Assistance (CORA) grant awarded by the Maine Office of Outdoor Recreation, the project advances long-term goals for downtown revitalization, outdoor access, and public art integration. The initiative transforms Riverwalk North into a destination that



serves residents, workers, and visitors while reinforcing Ellsworth's identity as a gateway community and regional hub.

Project Overview

The project extends the existing quarter-mile Riverwalk into an approximately 0.75-mile pedestrian loop, connecting downtown Ellsworth, Knowlton Park, and U.S. Route 1. Improvements include trail extensions, resting areas, enhanced river access, and the introduction of the Union River Sculpture Trail, a rotating exhibition of sculptures on loan from Maine-based artists. Together, these elements blend outdoor recreation with cultural placemaking and create new opportunities for community gathering, passive recreation, and tourism.

Project Goals

- Extend and connect the Union Riverwalk into a continuous pedestrian loop linking downtown Ellsworth, Knowlton Park, and U.S. Route 1
- Establish the Union River Sculpture Trail as a new cultural feature that integrates public art into the natural landscape
- Improve visibility, accessibility, and appreciation of the Union River as a defining community asset

Tourism Development

Supports the Maine Office of Tourism's Destination Management Plan by strengthening Ellsworth as a cultural and recreational destination and helping reduce visitor pressure on Mount Desert Island.

Historical and Cultural Significance

Celebrates Ellsworth's granite quarrying history and Union River heritage while aligning with the Downeast Maine National Heritage Area's mission to promote regional history, art, and outdoor recreation.

Community Recreation and Quality of Life

Advances priorities identified in the Maine State Comprehensive Outdoor Recreation Plan by expanding access to outdoor spaces, improving trail connectivity, and enhancing year-round recreational opportunities for residents and workers.

Key Partnerships

- Frenchman Bay Conservancy (FBC)
Trail access coordination and long-term maintenance partner.
- Ellsworth Public Library (EPL)
Hosts trailheads and outdoor programming along the route and supports accessibility initiatives.
- Schoodic International Sculpture Symposium (SISS)
Provides sculptures on loan for the Union River Sculpture Trail, strengthening ties between regional artists and public spaces.
- Heart of Ellsworth (HE)
Leads community engagement, project coordination, fundraising, and long-term stewardship.



City Council

Meeting Date: February 17, 2026
Meeting Time: 6:00 PM
Agenda Item No: 8.a
Item Description: CDBG Public Hearing - documents are listed in the orders below
Submitted By: Jessica Wilson, Community Development & Grant Manager

Key Terms:

- CDBG – Community Development Block Grant
- Con Plan – Consolidated Plan, which is the five-year plan approved by City Council for the annual expenditures of CDBG funds over the five year period.
- PY24 – Program Year 2024, which refers to the fiscal year from July 1, 2024 to June 30, 2025
- PY25 – Program Year 2025, which refers to the fiscal year from July 1, 2025 to June 30, 2026
- HUD – Department of Housing and Urban Development (source of CDBG funds)
- CAC – Citizens’ Advisory Committee
- AAP – Annual Action Plan, which is the plan approved by City Council for the annual expenditure of CDBG funds.
- Year 1 – These funds are planned in 5-year periods, and Program Year 2024 is Year 1 of the current 5-year period.
- Year 2 – Program Year 2025 is Year 2 of the current 5-year period.
- LMI -- Low- to moderate-income

Executive Summary:

As an Entitlement Community the City of Biddeford is responsible for conducting a public planning process that includes residents, stakeholders, a Citizen Advisory Committee, and other interested parties in developing a five-year strategic plan, known as the Consolidated Plan, that outlines how CDBG dollars will be best invested over the following five years. Biddeford receives CDBG funds on a yearly basis and allocates those funds in an Annual Action Plan. This plan is made and approved through a public process that concludes with City Council approval.

Detailed Review:

Background

The Community Development Block Grant (CDBG) program was created in 1974 to help states and communities combat poverty and assist in the development of viable urban communities. It is administered by the Department of Housing and Urban Development (HUD). The overarching goals of the program are to help provide the following, principally for persons of low and moderate income:

- Safe, decent and affordable housing
- A suitable living environment
- Expanded economic opportunities

The CDBG program has three National Objectives that every activity funded must meet at least one of. They are:

- Benefit low/moderate income people
- Aid in the prevention or elimination of slums or blight
- Meet an Urgent Need that is serious, threatening, and that cannot be met with other sources of funds

Biddeford is a CDBG Entitlement Community and the City receives a Federal grant each year which is to be spent to benefit low to moderate income residents. The amount the City receives each year is based on a formula established by Congress. The formula does not change, but the amount the City receives is determined by how much funding Congress allocates annually to the CDBG program. As with the municipal budget, the City Council decides how CDBG funds are invested each year. However, as requirements of the Federal grant, there are regulations and processes which must be abided by in coming to that decision. Following is more detail on CDBG and the process for how those funds are to be spent. As an Entitlement Community and recipient of CDBG funds, Biddeford is charged with ensuring that every activity funded meets a National Objective and the overarching goals of the City's Consolidated Plan.

The bulk of Biddeford's CDBG funds are invested in, or to the benefit of the residents of a Target Area, Census Tracts 252.01 and 252.02 (map attached). Historically, the City has used its funds primarily on housing improvements, public facility and infrastructure improvements in the Target Area, and social services. So long as the broad national goals of the program are met there is considerable flexibility in how the funds are spent.

Consolidated Plan

The attached Draft 2024-2028 Con Plan was prepared utilizing public input obtained through online surveys, ward meetings, and other outreach efforts. The plan articulates the following

broad goals and strategies:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

Allocation of Prior Years' Resources

Spend Down Requirement

HUD regulations require that on May 1 of each year (which is 60 days before the end of the program year) an Entitlement Community may not have more than 1.5 times the allocation the community received at the beginning of the program year.

Accumulated Funds to be Spent Down

Between PY20 - PY23, the City has accumulated a total combined contingency of uncommitted or undrawn funds of \$539,988. Previous Council action allocated \$250,000 to the new playground at the Community Center and \$150,000 to improvements to McArthur Library. The remaining funds are available for and should be committed to projects.

CDBG Budgets/Action Plans

Program Year 2024 (July 1, 2024 through June 30, 2025)

Year 1 is incorporated into the Con Plan as it represents Year 1 of the five-year plan. Biddeford

was awarded \$393,621. HUD caps the amount of CDBG funding that can be used to cover administrative expenses, i.e., staff salary/fringe, recording fees, membership dues, training, etc., at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$78,724. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$59,043. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY24 budget:

\$120,000 CDBG Lead Grant Match To meet 2022 Lead Grant match requirements.

\$59,043 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$250,000 Community Center Playground

\$289,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$78,724 Administration Expenses related to administering the CDBG program.

Program Year 2025 (July 1, 2025 through June 30, 2026)

Biddeford was awarded \$424,428 for Year 2 of the Con Plan. HUD caps the amount of CDBG funding that can be used to cover administrative expenses at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$84,886. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$63,664. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY25 budget:

\$65,000 Housing Rehabilitation Program Improvements to LMI units in the CDBG target area.

\$15,000 Housing Rehabilitation Program Administration Expenses related to administering the rehab program.

\$63,664 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$155,000 McArthur Library Improvements Staff is working with library staff

\$134,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$84,886 Administration Expenses related to administering the CDBG program.

Funding Source:

N/A

Staff Recommendation:

N/A

Next Steps:

Adoption of the 2024-2028 Consolidated Plan, PY24 Annual Action Plan, PY25 Annual Action Plan, and budgets require a 30-day public comment period, and a public hearing prior to adoption. A public notice has been posted on the City's website and social media accounts to start the public comment period. The first Public Hearing will be held in front of Biddeford City Council on January 20, 2026. The public comments received during the public comment period will be shared with the City Council at the second public hearing to be held on February 17, 2026.

Attachments:

1. CDBG ConPlan -- Year 1 AAP -- Year 2 AAP - Second Public Notice 1.27.26

COMMUNITY DEVELOPMENT BLOCK GRANT
Notice of Availability of Documents for Public Comment
AND
Notice of Public Hearing
For
DRAFT 2024-2028 Five-Year Consolidated Plan
DRAFT Year 1 Annual Action Plan including Budgets
DRAFT Year 2 Annual Action Plan including Budgets

In compliance with the Americans with Disabilities Act, individuals who need assistance participating in the Public Hearing should contact Jessica Wilson at 207-284-9115. Those needing assistance due to language barriers may use the same contact or fill out the translation assistance form on the City website: <https://www.biddefordmaine.org/translation>.

The DRAFT 2024-2028 Five-Year Consolidated Plan, DRAFT Year 1 Annual Action Plan and budgets, and DRAFT Year 2 Annual Action Plan and budgets are available for review at the Planning and Development Department, 2nd Floor City Hall, 205 Main Street, Biddeford, Maine and on the Planning and Development Department page of the City's website at [Community Development | Biddeford, ME](#).

The Biddeford City Council will hold the second public hearing on Tuesday, February 17, 2026, at 6:00 pm at the regular City Council meeting when the CDBG plans and budgets are reviewed for adoption by City Council. The public comment period began on January 16, 2026 and will end on February 15, 2026.

Written comments on the DRAFT 2024-2028 Five-Year Consolidated Plan, DRAFT Year 1 Annual Action Plan, and DRAFT Year 2 Annual Action Plan should be directed to: Jessica Wilson, Community Development Manager in the Planning and Development Department, Second Floor City Hall, 205 Main Street, Biddeford, ME 04005 or via email at jessica.wilson@biddefordmaine.org.



City Council

Meeting Date: February 17, 2026

Meeting Time: 6:00 PM

Agenda Item 8.b

No:

Item Recreation Bond Public Comments

Description:

Submitted By: Danica Lamontagne, Assistant to the City Manager
Lisa Thompson, Recreation Director

Key Terms:

Executive Summary:

The City of Biddeford is inviting residents to share their feedback on recreation needs and priorities in Biddeford during this public comment period. The feedback provided will inform future decision-making on the use of the \$6 million General Obligation Bond approved by voters in November 2025 to fund improvements to the City's recreation facilities.

In addition to the public comment period, a short survey is available online at www.biddefordmaine.org/recbondsurvey. As of February 10, this survey has 388 responses.

Detailed Review:

At the November 4, 2025 Municipal Referendum election, voters approved a \$6 million General Obligation Bond to fund improvements to the City's recreation facilities. Eligible facilities include Clifford Park, Rotary Park, Shevenell Park, Memorial Park (Mayfield), Doran Field, St. Louis Field, J. Richard Martin Community Center, West Brook Skating Rink, Biddeford Ice Arena, or a future skate park.

The Recreation Department has identified the following needs at each of these facilities:

Rotary Park:

- Replace long-overdue septic system at the bathhouse
- Upgrade security measures in and around the bathhouse

- Resurface Redmond Field for smoother play
- Installation of security gate
- Install a new backstop at Martel Field
- Relocate and expand the Dog Park for safer off-leash fun
- Add tee pads and signage to the Disc Golf Course
- Renew shingles, windows, and indoor HVAC at the Teen Center
- Erect a new gate at Rotary Beach and enhance ADA access to the beach and picnic grove

Shevenell Park:

- Complete, top-to-bottom renovation to modernize play areas, pathways, and amenities

St. Louis Fields Complex:

- Install perimeter fencing for improved safety and crowd control
- Build new spectator seating at Field #1
- Upgrade public restrooms for hygiene and accessibility
- Add irrigation to Field #1 outfield for healthier turf
- Enhance lighting for evening games and events

Clifford Park:

- Develop a forest management plan to preserve natural areas
- Upgrade trails for durability and accessibility
- Introduce wayfinding signage for easy navigation
- Resurface basketball and tennis courts for safer play

J. Richard Martin Community Center:

- Correct existing code violations to meet safety standards
- Repave the parking lot for smoother access
- Remove the underground storage tank (UST) to eliminate environmental risks
- Installation of security upgrades for public safety needs
- Installation of upgraded HVAC system to replace outdated boiler system

Mayfield Park:

- Resurface tennis and basketball courts

- Modernize public restrooms for comfort and ADA compliance

Doran Field:

- Reconfigure the playing field layout and complete outstanding facility work

Other Key Sites:

- West Brook Skating Rink: Essential maintenance and upgrades including rebuild of dam and berms; insulation, glass, and doors at the skating building.
- Biddeford Ice Arena: Ice Arena Façade Renovation, New Zamboni, Replacement of Flooring Beneath the Ice Surface, Replacement of Spectator Stands.
- New Skatepark for all ages and abilities to enjoy.

The purpose of this public comment period is to invite residents to share their feedback on their recreation priorities in Biddeford.

Funding Source:**Staff Recommendation:****Next Steps:**

Community engagement on the Recreation Bond will continue throughout the spring during upcoming Ward meetings, which will feature an additional opportunity for residents to provide input on recreation offerings in Biddeford. The schedule

Attachments:

1. Recreation Survey Flyer



BIDDEFORD *Recreation Funding* **SURVEY**



WE WANT TO HEAR FROM YOU!

Let us know your thoughts about Biddeford's recreation amenities. Your input will help decide how the voter-approved \$6 million recreation bond will be used.



biddefordmaine.org/recbondsurvey



Biddeford City Council
February 3, 2026, Meeting Minutes
City Hall Council Chambers and Teams

Mayor LaFountain called the meeting to order at 6:00 P.M.

1. Roll Call

Council President Beaupre, Councilor Lessard, Councilor Vadnais, Councilor Woods (virtual), Councilor Doughty, Councilor Kurtz, Councilor Pierson, and Councilor Cote were present.

Councilor Boston was excused from the meeting.

2. Pledge of Allegiance

3. Adjustment(s) to Agenda

None

4. Staffing Updates

4.a. January 2026 Staffing Update

None

5. Appointments

5.a 2026.17 Approval Mayoral Appointments to Citizens Committees

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

5.b 2026.18 Approval Mayoral Appointment of a Councilor to a Committee

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

6. Presentation

6.a Opioid Settlement Status

General Assistance Supervisor Jake Hammer presented an Opioid Settlement Funds Update 2026 and responded to several questions asked by members of council.

7. Public Addressing the Council

One citizen voiced concerns regarding the lack of a moratorium on mobile home park rental fee increases in Biddeford and also the snow clearing on sidewalks.

One citizen commended Economic Development Coordinator Brad Favreau and the Sustainability Commission for securing a grant to help with building efficiency audits.

8. Consideration of Minutes

8.a Council Minutes 1-20-26

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

9. Orders of the Day

9.a 2026.21 Approval Amend Ordinance Code Enforcement Fees

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

9.b 2026.22 Approval Amend Shellfish Ordinance

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

9.c 2026.20 Approval Cartmill Trust

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

9.d 2026.23 Approval Business Parking Pilot Program and Expenditures

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: 7 yeas – Councilors Lessard, Vadnais, Pierson, Doughty, Kurtz, Woods and Beaupre.

1 nay - Councilor Cote

Motion passed.

9.e 2026.24 Approval Mobile Home Lot Fee Ordinance refer to Policy

Motion by Council President Beaupre.

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

10. Public Addressing the Council

One citizen encouraged council to review the process to waive fees under certain circumstances.

One citizen suggested that council review the fee structure with exemption to incentivize policy.

11. City Manager Report

City Manager Truc Dever reported that with the help of Senator Collins and staff, both IRS penalties for late filings have been abated and the overpaid will be refunded. Manager Dever also reported that with the help of Senator Collins and her staff, the Biddeford Wastewater Infrastructure Improvement Project received a 6-million-dollar award. She reported that the City Assessor has resigned.

12. Committee Updates by Council

None.

13. Other Business

None.

14. Council President Addressing the Council

Council President Beaupre reported that the Policy Committee will be working on ordinance changes, fee schedule and grouping committees together. He also encouraged public attendance at Winterfest this weekend.

15. Mayor Addressing the Council

Mayor LaFountain congratulated the York County Community Action on their 60th anniversary. He received a request to rename the “315 Main Street” park and will add this item to a future agenda. He also stated that the Cultural and Heritage Center would like to partner with the city to celebrate the 250th anniversary of the nation’s founding and asked council members to let him know if there is any interest.

16. Executive Session

16.a Executive Session 1 MRS 405 (6) d Contract Negotiations

16.b Executive Session 1 MRS 405 (6) a Personnel Matters

Motion by Council President Beaupre to enter executive session at 7:12 P.M

Second by Councilor Lessard.

Vote: Unanimous in favor.

Motion passed.

Motion by Councilor Lessard to exit executive session at 8:04 P.M.

Second by Council President Beaupre.

Vote: Unanimous in favor.

Motion passed.

17. Adjourn

Motion to adjourn the meeting at 8:04 P.M. by Councilor Lessard.

Second by Council President Beaupre.

Vote: Unanimous in favor.

Meeting Adjourned.



City Council

Meeting Date: February 17, 2026
Meeting Time: 6:00 PM
Agenda Item No: 11.a
Item Description: 2026.21 Approval Amend Ordinance Code Enforcement Fees
Submitted By: Roby Fecteau, Director of Code Enforcement

Key Terms:

Executive Summary:

The City of Biddeford last updated Code Enforcement fees in 2017.

Detailed Review:

As part of standard procedure, Code Enforcement staff compare the City's fees with other communities. The fees that were checked this year included building permits, electrical permits and plumbing permits. The code office is also proposing adjustments to other fees including re-inspection fees, letter request fees, and certificate of occupancy fees.

Comparable communities for building permit fees include Portland, South Portland, and Westbrook. Comparable communities for electrical permit fees include Saco, Sanford, South Portland, Portland, Lewiston, Scarborough, Arundel, and Auburn. Plumbing fees are generally standard, and the only adjustment is re-inspection fees.

The Policy Committee reviewed and approved the proposed ordinance amendments on January 26, 2026.

Funding Source:

N/A

Staff Recommendation:

Staff recommends adjustments to fees to become more in-line with other communities.

Next Steps:

Attachments:

1. 2026.21 Codes Ordinance change-Order 2nd
2. Code Enforcement Fees 1.28.26
3. ELECTRICAL CODE - PERMITS - Required; posting. - Application. - Fees. - through Sec.18-170. (Reserved)
4. Portland
5. South Portland
6. Westbrook
7. NEIGHBORING TOWN ELECTRICAL PERMIT FEES-final

City of Biddeford



2026.21 IN BOARD OF CITY COUNCIL... February 3, 2026

BE IT ORDERED, by the City Council of Biddeford, that Chapter 18, Article II, Division 3, Section 18-61 *Permit fee schedule* and 18-62 *Plumbing Permit Fees* as well as Article III, Division 3, Section 18-158 *Fees* be amended as attached by adding text in blue underline and deleting text in ~~red strikethrough~~.

February 3, 2026

Motion by Council President Beaupre.
Second by Councilor Lessard.
Vote: Unanimous in favor.
Motion passed.

February 17, 2026

Attest by: _____

DIVISION 3
PERMITS; FEE SCHEDULE

Sec. 18-60. Permit regulations. [Added 6-1-2010 by Ord. No. 2010-44]

- (a) A fee shall be charged for every permit issued by the Code Enforcement Office, and no permit shall be issued until the fees prescribed in this section have been collected by the Code Enforcement Office.
- (b) Professional consultant review fees are to be paid for by the applicant prior to issuance of permits. An increase of 20% will be added to this fee by the City for handling cost.
- (c) Belated permits. For permits applied for after work has been started (penalty), the amount of the fee shall be doubled.
- (d) Refund of fees. All permit fees are nonrefundable.
- (e) Expiration of permits. All building and electrical permits expire after one year from date of issuance. Per state statute, 30-A.M.R.S.A. § 4215, plumbing permits are valid for work commenced within 24 months after the permit is issued.

Sec. 18-61. Permit fee schedule. [Ord. No. 2002.10, 2-5-2002; amended 6-1-2010 by Ord. No. 2010.44; 7-5-2011 by Ord. No. 2011.32; 6-3-2014 by Ord. No. 2014.40; 6-6-2017 by Ord. No. 2017.52; 8-20-2024 by Ord. No. 2024.124]

Effective ~~July 1, 2017~~ [March 23, 2026](#) Building Permit Fee Schedule.

- (1) Building/demolition permit application fee: \$60.
- (2) Minimum building permit fee: \$40.
- (3) Construction permits, per thousand dollars of value (after square footage is calculated):
~~\$14.35-~~ [\\$15.00](#)
 - a. For projects of \$5,000 or less, permit fees shall be waived. This does not include the application fee for processing.
 - b. Exception: Projects started without proper permits shall pay double permit fees. The application fee shall not be doubled.
- (4) Reinspection fee: ~~\$50-~~ [Per Inspector: \\$75.00](#)
- (5) Swimming pools:
 - a. Aboveground: \$50.
 - b. Inground: \$100.
- (6) Demolition permit: \$50.
 - a. For structures with less than a \$5,000 tax assessment, the fee shall be waived. This does not include the application fee for processing.
- (7) Renewal permits, per thousand dollars of value prorated to remaining value of structure: \$14; minimum fee of \$40.

- (8) Certificate of occupancy (not related to building permit): ~~\$50.~~ \$ 100.00
- (9) Letters to attorneys, realtors, brokers, Zoning verification etc.: ~~\$25.~~ \$ 75.00
- (10) Sign permits: \$50 per sign.
- (11) Zoning Board of Appeals: application fee of \$100, plus first class postage per abutter with 200 feet, plus publication costs.

Sec. 18-62. ~~(Reserved)~~ Plumbing Permit Fees

~~(a) —Plumbing; septic systems.~~

(1) Internal Plumbing permit fee schedule:

- a. Per fixture, no maximum: \$10 with a minimum of \$40.
- b. Reinspection fee, including septic system reinspections: ~~\$50.~~ \$75

(2) Septic system permit fee schedule:

- a. Complete systems:
 - 1. Nonengineered system: \$200.
 - 2. Engineered system: \$200.
 - 3. Separate laundry system: \$50.
 - 4. Seasonal conversion system: \$50.
 - 5. Variance: additional \$40.
- b. Separate parts:
 - 1. Disposal field (nonengineered): \$100.
 - 2. Disposal field (engineered): \$150.
 - 3. Treatment tank (nonengineered): \$75.
 - 4. Treatment tank (engineered): \$80.
 - 5. Variance (state or local for septic systems): Add \$40.

- (3) NOTE: Unless otherwise stated, each permit issued under this Subsection (b) will be valid for work commenced within 24 months after the permit is issued.

Sec. 18-63. Issuance of occupancy permits subject to adequate access to premises. [Ord. No. 2002.10, 2-5-2002]

- (a) In reviewing applications for occupancy permits for new residential structures, the Building Inspector shall consider the adequacy of access to the subject premises; and should he have any uncertainties as to whether or not such access is adequate, he shall request an inspection by the City Engineer and the Director of Public Works jointly, who shall make a written report to the Building Inspector. If the report is affirmative, the Building Inspector may then issue the requested occupancy permit. If the report is negative, the Building Inspector may not issue the permit without further authorization by the City Council.
- (b) In making a determination as to the adequacy of access to any house lot, the inspector (Building Inspector, City Engineer or Director of Public Works) will consider the width, grades, condition of surface, drainage features, and any other condition which may result in future deterioration of the adequacy of access to the subject lot.

Sec. 18-64. through Sec. 18-75. (Reserved)

DIVISION 3

PERMITS

Sec. 18-156. Required; posting. [Ord. No. 2002.10, 2-5-2002]

All persons shall, before beginning any installation, alteration or change of electrical wiring or equipment in the City, obtain a permit for such work. Permits for installation, alteration and use of electrical equipment shall be issued upon receipt of an application made out on a printed form furnished by the Electrical Inspector. The fee is to be paid in advance as provided for in this division. Permits shall be posted in plain view, inside the building near the entrance switch or inside the service switch when installed.

Sec. 18-157. Application. [Ord. No. 2002.10, 2-5-2002]

The application for an electrical permit shall contain the name of the owner or user of the electrical equipment to be installed, altered or changed, and the location of such work by correct address, street and number, and the name and address of the person making the installation.

Sec. 18-158. Fees. [Ord. No. 2002.10, 2-5-2002; Ord. No. 2003.68, 7-1-2003; Ord. No. 2004.35, 6-1-2004; amended 6-1-2010 by Ord. No. 2010.44; 6-6-2017 by Ord. No. 2017.52]

(a) Effective July 1, 2017, Electrical Permit Fee Schedule.

(1) New Residential Electrical Permit Fee Schedule. All permits for residential installations shall be charged an administrative fee of \$25.

a. One- and two-family dwelling:

1. Less than 2,000 square feet: ~~\$100 per unit.~~ \$150 per unit
2. Greater than 2,000 square feet: ~~\$100~~ \$150 plus ~~\$0.55~~ \$0.075 for additional square feet.

b. Three-or-more-family dwelling Not including garages:

1. ~~Less than 2,000 square feet: \$75 per unit.~~ \$0.075 Per Square Foot. Includes living area and all other areas within building. Exclusion Heating/Cooling/ Fire equipment.

c. Garage (per bay), under, attached, unattached: \$20.

d. Service entrance, including meter and disconnect:

1. One hundred amps: ~~\$45.~~ \$50.
2. Two hundred amps: ~~\$50.~~ \$60.
3. Four hundred amps: ~~\$55.~~ \$80.
4. Sub-panel: ~~\$25.~~ \$35.
5. Temporary: ~~\$50.~~ \$60

e. General wiring, outlets:

1. One to 10 outlets: \$10.
2. Eleven to 30 outlets: \$15.

Commented [RF1]: Policy made a motion to remove

3. Thirty-one to 60 outlets: \$20.
 4. Sixty-one or more outlets: \$20 plus \$0.50 per additional outlet.
 - f. Dedicated circuit:
 1. One hundred twenty volts: \$5.
 2. Two hundred forty volts: \$10.
 - g. Swimming pools: \$75
 1. ~~Above ground: \$40.~~
 2. ~~Inground: \$50.~~
 - h. Central heating/cooling: \$1 per BTU.
 - i. Electrical heating: \$1 per kilowatt.
 - j. Exhaust fan: \$5.
 - k. Pump(s), water, sewage, other: \$10, each.
 - l. Low voltage wiring (i.e., fire, security, voice, data): \$50.
 - m. Smoke/carbon monoxide/heat detectors (not part of a system): \$10 each.
 - n. GFCI/AFCI: \$5 each.
 - o. Alternate energy source:
 1. Geothermal, solar, wind: \$1 per kilowatt.
 2. Generator (fixed): \$1 per kilowatt.
 3. Transfer switch: \$1 per kilowatt.
 - p. Permit not specified: \$50.
 - q. Minimum fee: \$50.
 - r. NOTE: For fee purposes, outlets will be classified as lights, lighting and small appliance receptacles and lighting switches. Unless otherwise stated, each permit issued under this Subsection (a)(1) will be valid for one year from date of issuance.
- (2) New Commercial-Industrial Electrical Permit Fee Schedule. All permits for commercial-industrial installations shall be charged an administrative fee of \$50.
- a. New building (does not include electrical service): ~~\$0.055~~ \$0.095 per square foot.
 - b. Service entrance:
 1. Up to 100 amps: \$55.
 2. One hundred one to 200 amps: \$60.

3. Each additional 100 amps: \$20 per 100 amps.
4. Three-phase meter with C.T. cabinet: ~~\$125~~, [\\$135](#)
5. Additional panel: \$35 each.
- c. Temporary service: \$60.
- d. General wiring, outlets:
 1. One to 10 outlets: \$10.
 2. Eleven to 30 outlets: \$15.
 3. Thirty-one to 60 outlets: \$20.
 4. Sixty-one or more outlets: \$20 plus \$0.50 per additional outlet.
- e. Dedicated circuit:
 1. One hundred twenty volts: \$5.
 2. Two hundred forty volts: \$10.
- f. Illuminated sign(s): ~~\$20 each~~, [\\$30](#)
- g. Area light pole(s): \$5 each.
- h. Air conditioning:
 1. Up to 12,000 BTUs: \$10.
 2. Over 12,000 BTUs: \$10 plus \$2 per BTU.
- i. ~~Central heating/cooling~~: [Heat Pump/Mini-split/ AC](#): \$1 per [K](#)BTU.
- j. Electrical heating: \$1 per kilowatt.
- k. Exhaust fan: \$5.
- l. Pump(s), water, sewage, other: \$10 each.
- m. Low voltage wiring (i.e., fire, security, voice, data): \$50.
- n. Smoke/carbon monoxide/heat detectors (not part of a system): \$10.
- o. GFCI/AFCI: \$5 each.
- p. Alternate energy source:
 1. Geothermal, solar, wind: \$1 per kilowatt.
 2. Generator (fixed): \$1 per kilowatt.
 3. Transfer switch: \$1 per kilowatt.

- q. Motor(s):
 - 1. Up to one horsepower: \$5.
 - 2. Additional horsepower: \$0.50 per horsepower.
- r. Permit not specified: \$50.
- s. Minimum fee: \$50.
- t. NOTE: For fee purposes, outlets will be classified as lights, lighting and small appliance receptacles and lighting switches. Unless otherwise stated, each permit issued under this Subsection (a)(2) will be valid for one year from date of issuance.
- u. Each commercial permit is entitled to eight inspections without additional fees. A fee of \$25 will be charged for each additional inspection.

~~(b)—Plumbing; septic systems:~~

~~(1)—Plumbing permit fee schedule:~~

- ~~a.—Per fixture, no maximum: \$10 with a minimum of \$40.~~
- ~~b.—Reinspection fee, including septic system reinspections: \$50.~~

~~(2)—Septic system permit fee schedule:~~

~~a.—Complete systems:~~

- ~~1. Nonengineered system: \$200.~~
- ~~2. Engineered system: \$200.~~
- ~~3. Separate laundry system: \$50.~~
- ~~4. Seasonal conversion system: \$50.~~
- ~~5. Variance: additional \$40.~~

~~b.—Separate parts:~~

- ~~1. Disposal field (nonengineered): \$100.~~
- ~~2. Disposal field (engineered): \$150.~~
- ~~3. Treatment tank (nonengineered): \$75.~~
- ~~4. Treatment tank (engineered): \$80.~~
- ~~5. Variance (state or local for septic systems): Add \$40.~~

~~(3)—NOTE: Unless otherwise stated, each permit issued under this Subsection (b) will be valid for work commenced within 24 months after the permit is issued.~~

Sec. 18-159. through Sec. 18-170. (Reserved)



CITY OF PORTLAND
Permitting and Inspections Department

Building Permits and Inspections Fee Schedule

Please submit the cost of work with your application. If the construction cost submitted is less than indicated by national standards, the City of Portland reserves the right to reevaluate project cost and assess the larger fee per RSMeans.

All fees are due prior to the issuance of the permit. Once the application has been received by the Permitting and Inspections Department, an invoice will be issued, requesting payment of all fees. We accept cash, Visa, MasterCard, American Express, and checks payable to the City of Portland.

COST OF WORK FEES

General Building Permit Fees (For all construction work. Additional fees may apply—see below.)

Cost of work fees and amendments to application:

Up to \$1,000 worth of work	\$25.00
Each additional \$1,000 worth of work	\$15.00

Demolition of structure

Up to \$1,000 worth of work	\$30.00
Each additional \$1,000 worth of work	\$10.00

Heating, Ventilating and Air Conditioning (HVAC)

Up to \$1,000 worth of work	\$30.00
Each additional \$1,000 worth of work	\$10.00

Fire Alarm/Sprinkler System

Commercial	
Up to \$1,000 worth of work	\$30.00
Each additional \$1,000 worth of work	\$10.00
One and Two Family	No Fee

ADMINISTRATIVE FEES (in addition to cost of work fees)

Certificate of Occupancy inspection \$100.00

Missed scheduled inspection \$150.00

Stop Work Order Removal

<i>Projects with cost of work up to \$10,000 where:</i>	
No work completed during stop work order	\$150.00
Work completed in violation of stop work order	\$300.00
<i>Projects with cost of work greater than \$10,000 where:</i>	
No work is completed during stop work order	\$1,000.00
Work is completed in violation of stop work order	\$3,000.00

Reinspections

First	\$150.00
Second	\$300.00
Third and subsequent	\$500.00

City secures building \$500.00

South Portland

Chapter 5 – Buildings

Code/Statute	Type of Fee	Fee
§ 5-66	List Property on the South Portland Inventory of Archaeological and Historic Places	\$150
§ 5-77	Construction activities:	
	Application fee ¹	\$100
	Cost of work	\$15/\$1,000 of cost
	Air conditioning	\$15/\$1,000 of cost
	Signs:	
	Application fee ¹	\$100
	Cost of work	\$15/\$1,000 of cost
	Heating installations only:	
	Single-family dwelling, flat fee:	\$30
	Other:	\$10/\$1,000 of cost
	Minimum fee:	\$30
	HVAC system only	\$15/\$1,000 of cost
	Demolition:	
	Principal structures	\$50
	Accessory structures	\$25
	Relocations	\$15/\$1,000 of assessed valuation
	Home Occupations	\$50
	Change of Occupancy (non-residential)	\$50
	Swimming pools, per \$1,000	\$15
	Minimum fee for every permit (unless otherwise indicated).	\$50
	After-the fact permits (permits not applied for until after the work for which permit is required has already been started)	Triple the amount set forth herein up to maximum of one thousand dollars (\$1,000)
	Reinspection fee for each subsequent inspection determined by the Building Inspector to be necessary because the building or site being inspected has not been completed or is not eligible for a certificate of occupancy	\$50

¹ Non-refundable

Code Chapter/Section	Fee	Amendment Dates
Level 3 - Advanced Response: Claim will include engine response, first responder assignments, hazmat certified team and appropriate equipment, perimeter establishment, evacuations, set-up and command of the incident, Level A or B suit donning, breathing air and detection equipment, setup and removal of decon center, detection equipment, recovery and identification of material, disposal and environment clean up of materials used at the scene. Includes three hours of scene time, each additional hour or any portion of hour will be billed at \$500 per hour. Consumable items are an additional cost	\$7,000	
EMS Billing Rates	Current rates	
BLS	\$700	
ALS-1	\$1,000	
ALS-2	\$1,400	
Specialty care	\$1,500	
Mileage	\$18	
No transport	\$125	
Medical intercept	\$300	
Lift assist, no injuries	\$300	
Non-emergency transport (basic life support)	\$735	8-5-2024 (2024-89)
Non-emergency transport (advanced life support)	\$1,400	8-5-2024 (2024-89)
Chapter 110 - Animals		
§§ 110-10 and 110-19 Impoundment fees		12-21-2020 (2020-153)
For each animal, first impoundment	\$25	
For each animal, second impoundment	\$50	
For each animal, third and subsequent impoundment	\$100	
Chapter 123 - Building Construction^[2]		
§ 123-12, § 123-15 Building permits (inclusive of demolition of a building, swimming pools or any structure construction/alteration/demolition)	\$50 + \$15/\$1,000 construction costs	4-5-2010; 8-15-2011; 7-6-2015; 4-30-2018 (2018-58); 6-7-2021 (2021-54)
Reinspection fee	\$50	4-5-2010; 1-26-2015

DESCRIPTION		SACO	SANFORD	SO. PORTLAND	PORTLAND	LEWISTON	SCARBORO	ARUNDEL	AUBURN	BIDDEFORD	PROPOSED PRICES
1 & 2 FAM LESS THAN 2000'		0.07					.05/SQ FT	.055/SQ FT	45/UNIT	100	150
MORE THAN 2000 '							.05/SQ FT	.055/SQ FT	45/UNIT	100+.055/SQ	150+.075/SQ FT
3 OR MORE FAMILY							.05/SQ FT	.055/SQ FT	45/UNIT	75 EA	.075/ SQ FT
COMM SPACE PER/SQ FT		0.09		20			.05/SQ FT	.055/SQ FT	55	.055/SQ FT	.095/SQFT
TEMP SERVICE RES-		50	50	20			30	75	40	50	
TEMP SERVICE COMM.		60				40	30	75	40	60	
100 AMP RES-		45		20	25	40	30	50	75	45	50
200 AMP RES-		50		20	25	40	30	75	75	50	60
400 AMP RES-		55		20	45	80	30	125	75	55	80
NEW PANEL RES-		25				10	30	50	10	25	35
100 AMP COMM		55	50				30	75	75	55	60
200 AMP COMM		60	50				30	75	75	60	70
ADDITIONAL 100AMPS EA.		20						25	10	35	
3 PHASE		125		30	40-150		30	50	75+10 EA	125	135
NEW COMM PANEL		35	25		15			50	10	35	
1-10 OUTLETS		10	.50 EA	.50 EA	1-20/12.00	1.00 EA		20 UP TP 10	.50 EA	10	
11-30 OUTLETS		15	.50 EA		21-50/25.00	1.00 EA		.50 EA +	.50 EA	15	
31-60 OUTLETS		20	.50 EA		51-100/40.00	1.00 EA		.50 EA +	.50 EA	20	
61+ OUTLETS		20+.50 EA	.50 EA		100+.50EA	1.00 EA		.50 EA +	.50 EA	20+.50 EA	
120 DED. CKT		5	7.50 EA		5				5	5	
240 DED. CKT		10	10 EA	3.00 EA	10			10	10	10	
SWIMMING POOL		50	75	40	50	50	30	15		50	75
A/C CONDENSOR		1/KBTU	25	6/UNIT		20 EA	30	25+2EA ADD	12	1/KBTU	
ELECT HEAT		1/KW	25	6/UNIT		20 EA		5 PER THERM	3/KW	1/KW	
EXHAUST FAN		5	5	6	5			10		5	
SEWER PUMP		10	7.50 EA	6	10	20		15		10	15
SMOKE DETECT		10 EACH						5		10 EA	
GFCI		5 EACH			7.50 EA	40/200/+75		5		5	
SOLAR RESIDENTIAL		1/KW		3 EA PANEL	75/100/150		30//30+1.00 PER KW	50+2 EA ADD		1/KW	1/KW
SOLAR COMMERCIAL		1/KW							25	1/KW	1.5/KW
GENERATOR		50			40	30		50			
OTHER		50						20		50	
AFTER THE FACT		100								100	
ALARMS/LOW VOLT		50	35		25	.50 PER DEV		35	18+.50 EA	50	
SIGNS		20	45	10	30	30	30	50	30	20	30
ADMIN FEE RES-		25						30		25	
ADMIN COMM		50		50	75		30	30		50	
MIN. FEE		75/100	75		75		30	75		75/100	



City Council

Meeting Date: February 17, 2026
Meeting Time: 6:00 PM
Agenda Item No: 11.b
Item Description: 2026.22 Approval Amend Shellfish Ordinance
Submitted By: Robin Patterson, City Clerk

Key Terms:

DMR - Department of Marine Resources

Executive Summary:

The City Clerk worked with the Maine Department of Marine Resources, the Policy Committee and Council in 2025 to make ordinance changes recommended by DMR.

The following 3 changes are being proposed this year to address some remaining issues with the Shellfish Licensing program: change the start date of the program; eliminate the discount on recreation licenses; and allow the Shellfish Warden license to be allocated within the resident totals.

Detailed Review:

Start Date: the City Clerk is requesting the license period be moved up 30 days to begin on May 1st. This is to eliminate the crossover with other peak activities in the Clerk's office, particularly in-person voting for June elections. Licenses from 2025 will still be allowed to expire on May 31, 2026.

License fees: the City Clerk added recreational shellfish licenses to the City's online offerings in 2025 by using the parking ticket/beach pass online platform. This worked for the licenses with a fee. However, it is a payment system and does not allow for a payment of zero dollars. The current discount for recreation licenses for people 70 years of age or older is 100% off; they pay zero dollars. After careful consideration, the Policy Committee voted on 1-26-26 to recommend that Council eliminate that discount. In 2025, almost 40% of recreational shellfish licenses were issued at no charge. The current prices of \$30 for residents and \$60 for nonresidents are still a very good value in both price and number of days eligible to harvest per year (365) compared to other programs in the area.

The current Shellfish Warden is not a resident of the City. He has been in this position for 6 years and purchases a nonresident recreational permit each year. Staff recommends that the Shellfish Warden be allowed to purchase a residential recreation shellfish permit, regardless of residency. Residential permits are unlimited per year, while nonresidential permits are currently limited to 60 per year.

Other language changes are suggested to reduce repetition and to clean up the language.

Funding Source:

n/a

Staff Recommendation:

Staff recommends approval to address remaining issues with the shellfish licensing process. These changes were approved unanimously by the Policy Committee on 1-26-26.

Next Steps:

This will have two readings by City Council. The final attested copy will also be sent to DMR for their approval, they have already given preliminary approval for these 3 changes.

Attachments:

1. Shellfish Licensing ordinance 2026 revisions 2-3-26
2. 2026.22 Shellfish Ordinance change 2nd

Sec. 74-105. Licensing. [Ord. No. 2000.20, § 5, 4-4-2000; Ord. No. 2002.33, 4-2-2002; Ord. No. 2004.8, 3-2-2004; amended 4-7-2009 by Ord. No. 2009.11; 11-17-2015 by Ord. No. 2015.75; 3-18-2025 by Ord. No. 2025.22]

It is unlawful for any person to dig or take shellfish from the shores and flats of this municipality without having a current license issued by this municipality as provided by this division. A commercial digger must also have a valid State of Maine Commercial Shellfish License issued by the Department of Marine Resources. All recreational licenses are for personal use only.

(a) Designation, scope and qualifications:

1. Resident commercial shellfish license. The license is available to residents of the municipality and entitles the holder to dig and take any amount of shellfish from the shores and flats of this municipality and reciprocating municipalities.
- ~~2. Resident commercial over 62 shellfish license. The license is available to residents of the municipality who can and do provide age verification legally attaining the age of older than 62 years of age at the time of purchase, and entitles the holder to dig and take any amount of shellfish from the shores and flats of this municipality and reciprocating municipalities.~~
3. Nonresident commercial shellfish license. The license is available to nonresidents of this municipality and entitles the holder to dig and take any amount of shellfish from the shores and flats of this municipality.
4. Residential recreational shellfish license. The license is available to residents and real estate taxpayers of this municipality and entitles the holder and guest(s) to dig and take no more than one peck of shellfish per any one day from the shores and flats of this municipality.
5. Nonresident recreational shellfish license. The license is available to any person not a resident of this municipality and entitles the holder and guest(s) to dig and take not more than one peck of shellfish per any one day from the shores and flats of this municipality.
6. Resident/nonresident one-day recreational shellfish license. The license is available to any resident or nonresident, and entitles the holder to dig and take not more than one peck of shellfish during the one and only day, or any part thereof, for which the license has been purchased.
7. Individuals 12 years or younger do not need a license to assist a recreational shellfish license holder in harvesting not more than one peck of shellfish in total per any 1 day.
8. The Shellfish Warden will be allowed to purchase a recreational shellfish license at the Residential Recreation rate and as part of the resident recreational license allocation, regardless of their residency.
9. Resident and nonresident student commercial shellfish licenses. The student must be at least 16 years of age or older and under 23 years of age, based upon the May 1 of the year of application. A person issued a student license is enrolled:
 - a. A person must show proof of age and proof of school attendance, except that

students attending college must show proof of 12 credit hours per semester by a state-recognized accrediting agency or body.

- b. A person attending a public day school in accordance with the attendance requirement of 20-A M.R.S.A. § 5001-A, Subsection 1.
- c. A person meeting the requirements of an alternative to attendance at public day

school in accordance with 20-A M.R.S.A. § 5001-A, Subsection 3.

- d. A person under the age of 18 as of May 1 of the year of application must have a parent or legal guardian signature on the shellfish application.
- e. A person may not be considered to have ceased to be a student during any interim between school years if the interim does not exceed five months and if it is shown that the person has a bona fide intention of continuing to pursue a full-time course of study during the semester or other enrollment period immediately following the interim period. For purposes of this subsection, "full-time course of study" means at least 60% of the usual course load for the program in which the person is enrolled.
- f. The Shellfish Committee may revoke a student license if the licensee fails to maintain required student status

~~10. Nonresident student commercial shellfish license. The student must be at least 16 years of age or older and under 23 years of age, based upon the May 1 of the year of application. A person issued a student license is enrolled:~~

- ~~a. A person must show proof of age and proof of school attendance, except that students attending college must show proof of 12 credit hours per semester by a state-recognized accrediting agency or body.~~
- ~~b. A person attending a public day school in accordance with the attendance requirement of 20-A M.R.S.A. § 5001-A, Subsection 1.~~
- ~~c. A person meeting the requirements of an alternative to attendance at public day school in accordance with 20-A M.R.S.A. § 5001-A, Subsection 3.~~
- ~~d. A person under the age of 18 as of May 1 of the year of application must have a parent or legal guardian signature on the shellfish application.~~
- ~~e. A person may not be considered to have ceased to be a student during any interim between school years if the interim does not exceed five months and if it is shown that the person has a bona fide intention of continuing to pursue a full-time course of study during the semester or other enrollment period immediately following the interim period. For purposes of this subsection, "full-time course of study" means at least 60% of the usual course load for the program in which the person is enrolled.~~
- ~~f. The Shellfish Committee may revoke a student license if the licensee fails to maintain required student status~~

11. License must be signed. The licensee must sign the license to make it valid.

(b) Application procedure. Any person may apply to the Clerk for the licenses required by this division on forms provided by the municipality.

- 1. Contents of application. The application must be in the form of an affidavit and must contain the applicant's name, current address, birth date, height, weight, signature and

whatever information the municipality may require.

2. Misrepresentation. Any person who gives false information on a license application will cause said license to become invalid and void.
 3. All recreational licenses will be available on a first-come, first-served basis, regardless of residency.
- (c) Fees. The fees for the licenses are as stated below and must accompany in full the application for the respective license. The Clerk shall pay all fees received to the [City](#) Treasurer except for \$3 of each license that will be retained by the Clerk as payment for issuing the license. Shellfish license fees and fines shall be used by the municipality for shellfish management, conservation and enforcement.
1. Resident commercial: determined annually.
 - ~~2. Resident commercial over 62: determined annually.~~
 3. Nonresident commercial: determined annually.
 4. Resident student commercial: determined annually.
 5. Nonresident student commercial: determined annually.
 6. Resident recreational: determined annually.
 7. (Reserved)
 8. Nonresident recreational: determined annually.
 9. (Reserved)
 - ~~10. Resident recreational 70 years old or older: free~~
 - ~~11. Nonresident recreational 70 years old or older: free~~
 12. Resident/nonresident one day only license: determined annually.
- (d) Limitation of diggers. Clam resources vary in density and size distribution from year to year and over the limited soft clam producing area of the municipality. It is essential that the municipality carefully husband its shellfish resources. If, following the annual review of the municipality's clam resources, its size distribution, abundance and the warden's reports, as required by Section 74-103, the Shellfish Conservation Committee, in consultation with the DMR marine resource scientist, determines limiting commercial or recreational shellfish licenses is an appropriate shellfish management option for the following year:
1. Prior to April 1, the Committee shall report its findings and document recommendations for the allocation of commercial and recreational licenses to be made available for the following license year to the Commissioner of Marine Resources for concurrence.
 2. After receiving approval of proposed license allocations from the Commissioner of Marine resources and prior to May 1, the Shellfish Conservation Committee shall notify the Clerk in writing of the number and allocation of shellfish licenses to be issued.

3. Notice of the number of licenses to be issued and the procedure for application shall be published in a trade or industry publication, or in a newspaper or combination of newspapers with general circulation, which the municipal officers consider effective in reaching persons affected, not less than 10 days prior to the period of issuance and shall be posted in the municipal offices until the period concludes.
 4. The Clerk shall issue licenses to residents and nonresidents as allocated starting ~~June~~ May 1 on a first-come, first-served basis.
 5. Licenses may be returned to the municipality voluntarily, and reissued to another person at the current fee according to the priorities established in this section. Any license returned is nonrefundable.
 6. (Reserved)
 7. All clam diggers/harvesters must use hand implements only – no assisted air harvesting (scuba diving).
 8. There shall be no night digging of shellfish. "Night" is defined as 1/2 hour after sunset and 1/2 hour before sunrise.
 9. All recreational clam diggers/harvesters shall not possess more than one container while harvesting. The container must have a maximum volume of not more than 10 quarts. NOTE: A 10-quart pail filled to within one inch of the rim is approximately one peck of clams.
- (e) Open license sales. When the Shellfish Conservation Committee determines limiting shellfish licenses is not an appropriate shellfish management option for one or more license categories for the following year:
1. Notice of the dates, places, times and the procedures for the license sales shall be published in a trade or industry publication, or in a newspaper or combination of newspapers with general circulation, which the municipal officers consider effective in reaching persons affected, not less than 10 days prior to the initial sale date and shall be posted in the municipal offices. A copy of the notice shall be provided to the Commissioner of Marine Resources.
 2. For each commercial license category, the Clerk shall issue one license to nonresidents when six licenses are issued to residents and one more to nonresidents when five more are issued to residents; thereafter, one nonresident license will be issued for every 10 additional resident licenses issued. A total of no less than 10% of the total number of resident licenses shall be issued to non-residents in accordance with DMR regulation 70.43.
- (f) License expiration date. Each license issued under authority of this article expires at midnight on the last day of ~~May~~ April next following the date of issuance.
- ~~(g) Fee waivers. Recreational shellfish license fees will be waived for license holders 70 years or older. Individuals 12 years or younger do not need a license to assist a recreational shellfish license holder in harvesting not more than one peck of shellfish in total per any one~~

~~day.~~

- (h) Suspension. Any shellfish licensee having three convictions for a violation of this division shall have their shellfish license automatically suspended for a period of 30 days.
1. A licensee whose shellfish license has been suspended pursuant to this division may reapply for a license only after the suspension period has expired.
 2. The suspension shall be effective from the date of mailing of a notice of suspension by the Clerk to the licensee.
 3. Any licensee whose shellfish license has automatically been suspended pursuant to this section shall be entitled to a hearing before the Shellfish Conservation Committee upon the filing of a written request for hearing with the Clerk within 30 days following the effective date of suspension. The licensee may appeal the decision of the Shellfish Conservation Committee before the Council by filing a written request for appeal with the Clerk within seven days of the decision of the Shellfish Conservation Committee.
- (i) Biddeford commercial shellfish license holders who have purchased their licenses during the period of issuance for the previous license year will be entitled to renew their license the first week preceding the regular sale date of ~~June~~ May 1.

City of Biddeford



2026.22 IN BOARD OF CITY COUNCIL... February 3, 2026
BE IT ORDERED, by the City Council of Biddeford, that Chapter 74, Article II, Division 5, Section 74-105, Shellfish Conservation Ordinance, Licensing be amended as attached by adding text in blue underline and deleting text in ~~red strikethrough~~.

February 3, 2026
Motion by Council President Beaupre.
Second by Councilor Lessard.
Vote: Unanimous in favor.
Motion passed.

February 17, 2026

Attest by: _____



City Council

Meeting Date: February 17, 2026

Meeting Time: 6:00 PM

Agenda Item No: 12.a

Item Description: 2026.25 Approval CDBG 2024-2028 Five-Year Consolidated Plan and Budget

Submitted By: Jessica Wilson, Community Development and Grants Manager

Key Terms:

- CDBG – Community Development Block Grant
- Con Plan – Consolidated Plan, which is the five-year plan approved by City Council for the annual expenditures of CDBG funds over the five year period.
- PY24 – Program Year 2024, which refers to the fiscal year from July 1, 2024 to June 30, 2025
- PY25 – Program Year 2025, which refers to the fiscal year from July 1, 2025 to June 30, 2026
- HUD – Department of Housing and Urban Development (source of CDBG funds)
- CAC – Citizens’ Advisory Committee
- AAP – Annual Action Plan, which is the plan approved by City Council for the annual expenditure of CDBG funds.
- Year 1 – These funds are planned in 5-year periods, and Program Year 2024 is Year 1 of the current 5-year period.
- Year 2 – Program Year 2025 is Year 2 of the current 5-year period.
- LMI -- Low- to moderate-income

Executive Summary:

As an Entitlement Community the City of Biddeford is responsible for conducting a public planning process that includes residents, stakeholders, a Citizen Advisory Committee, and other interested parties in developing a five-year strategic plan, known as the Consolidated Plan, that outlines how CDBG dollars will be best invested over the following five years. Biddeford receives CDBG funds on a yearly basis and allocates those funds in an Annual Action Plan. This plan is made and approved through a public process that concludes with City Council approval.

Detailed Review:

Background

The Community Development Block Grant (CDBG) program was created in 1974 to help states and communities combat poverty and assist in the development of viable urban communities. It is administered by the Department of Housing and Urban Development (HUD). The overarching goals of the program are to help provide the following, principally for persons of low and moderate income:

- Safe, decent and affordable housing
- A suitable living environment
- Expanded economic opportunities

The CDBG program has three National Objectives that every activity funded must meet at least one of. They are:

- Benefit low/moderate income people
- Aid in the prevention or elimination of slums or blight
- Meet an Urgent Need that is serious, threatening, and that cannot be met with other sources of funds

Biddeford is a CDBG Entitlement Community and the City receives a Federal grant each year which is to be spent to benefit low to moderate income residents. The amount the City receives each year is based on a formula established by Congress. The formula does not change, but the amount the City receives is determined by how much funding Congress allocates annually to the CDBG program. As with the municipal budget, the City Council decides how CDBG funds are invested each year. However, as requirements of the Federal grant, there are regulations and processes which must be abided by in coming to that decision. Following is more detail on CDBG and the process for how those funds are to be spent. As an Entitlement Community and recipient of CDBG funds, Biddeford is charged with ensuring that every activity funded meets a National Objective and the overarching goals of the City's Consolidated Plan.

The bulk of Biddeford's CDBG funds are invested in, or to the benefit of the residents of a Target Area, Census Tracts 252.01 and 252.02 (map attached). Historically, the City has used its funds primarily on housing improvements, public facility and infrastructure improvements in the Target Area, and social services. So long as the broad national goals of the program are met there is considerable flexibility in how the funds are spent.

Consolidated Plan

The attached Draft 2024-2028 Con Plan was prepared utilizing public input obtained through online surveys, ward meetings, and other outreach efforts. The plan articulates the following broad goals and strategies:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

Allocation of Prior Years' Resources

Spend Down Requirement

HUD regulations require that on May 1 of each year (which is 60 days before the end of the program year) an Entitlement Community may not have more than 1.5 times the allocation the community received at the beginning of the program year.

Accumulated Funds to be Spent Down

Between PY20 - PY23, the City has accumulated a total combined contingency of uncommitted or undrawn funds of \$539,988. Previous Council action allocated \$250,000 to the new playground at the Community Center and \$150,000 to improvements to McArthur Library. The remaining funds are available for and should be committed to projects.

CDBG Budgets/Action Plans

Program Year 2024 (July 1, 2024 through June 30, 2025)

Year 1 is incorporated into the Con Plan as it represents Year 1 of the five-year plan. Biddeford was awarded \$393,621. HUD caps the amount of CDBG funding that can be used to cover administrative expenses, i.e., staff salary/fringe, recording fees, membership dues, training,

etc., at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$78,724. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$59,043. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY24 budget:

\$120,000 CDBG Lead Grant Match To meet 2022 Lead Grant match requirements.

\$59,043 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$250,000 Community Center Playground

\$289,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$78,724 Administration Expenses related to administering the CDBG program.

Program Year 2025 (July 1, 2025 through June 30, 2026)

Bideford was awarded \$424,428 for Year 2 of the Con Plan. HUD caps the amount of CDBG funding that can be used to cover administrative expenses at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$84,886. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$63,664. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY25 budget:

\$65,000 Housing Rehabilitation Program Improvements to LMI units in the CDBG target area.

\$15,000 Housing Rehabilitation Program Administration Expenses related to administering the rehab program.

\$63,664 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$155,000 McArthur Library Improvements Staff is working with library staff

\$134,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$84,886 Administration Expenses related to administering the CDBG program.

Funding Source:

N/A

Staff Recommendation:

The Citizens' Advisory Committee along with staff recommend approval of the 2024-2028

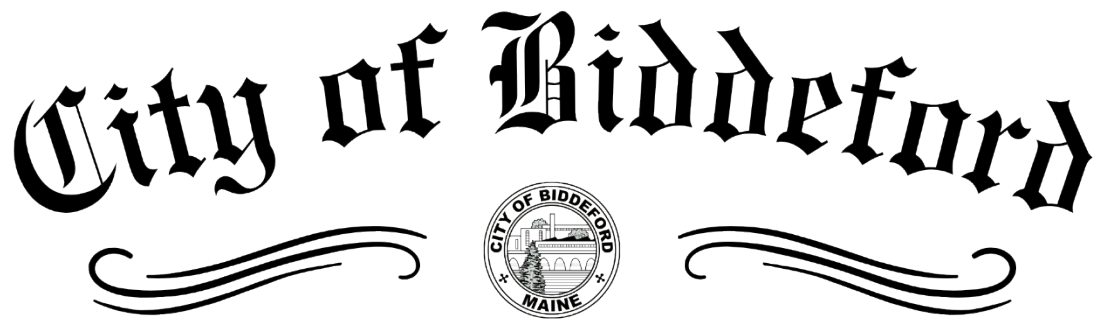
Consolidated Plan.

Next Steps:

Adoption of the 2024-2028 Consolidated Plan, PY24 Annual Action Plan, PY25 Annual Action Plan, and budgets require a 30-day public comment period, and a public hearing prior to adoption. A public notice has been posted on the City's website and social media accounts to start the public comment period. Any public comments received during the public comment period will be shared with the City Council at the second public hearing to be held on February 17, 2026. Approval of this Con Plan will allow staff to continue funding projects that benefits LMI residents.

Attachments:

1. 2026.25 City Council Order 2-17-26
2. DRAFT 2024-2028 Consolidated Plan
3. LMI Census Tract Map of Biddeford FY24 ACS 2011-15



2026.25

IN BOARD OF CITY COUNCIL...February 17, 2026

BE IT ORDERED, BE IT ORDERED, that the Biddeford City Council does hereby approve and authorize the City Manager to sign, execute, and submit the City's Final Draft of the CDBG 2024-2028 Five-Year Consolidated Plan and Budget and all associated documents in connection with the Community Development Block Grant (CDBG) Program funded by the U.S. Department of Housing and Urban Development.

Attest by: _____

CITY OF BIDDEFORD

DRAFT

2024-2028 Consolidated Plan

July 1, 2024 – June 30, 2029



City of Biddeford, Maine Planning
and Development Department
Community Development Program
205 Main Street
Biddeford, ME 04005
www.biddefordmaine.org

January 16, 2026

Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Biddeford, Maine has prepared the 2024-2028 Consolidated Plan (Con Plan) and the 2024 Annual Action Plan (AAP). These plans are required by the U.S. Department of Housing and Urban Development (HUD) in order to receive federal grants available under the Community Development Block Grant (CDBG) program. These plans serve both as local planning documents and applications to HUD for these funds. The grants may be used for affordable housing, facilities providing public or community services, infrastructure improvements such as streets and sidewalks, public services, and homeless programs. Additionally, the funds must be used primarily to benefit low- to moderate-income persons and neighborhoods in our community.

The 2024-2028 Con Plan was prepared in collaboration with residents, public agencies, private non-profit organizations, faith based organizations, local governments, and other stakeholders through consultations, surveys, and a citizen participation process. The Con Plan was informed by quantitative and qualitative data, existing plans and reports and general research.

This document is the 2024-2028 Consolidated Plan for the City of Biddeford CDBG program. It assesses local priority needs in the areas of affordable housing and non-housing community development and establishes local goals to guide the investment of CDBG funds estimated to be received over the five year period to address the identified needs. The Con Plan covers the period of July 1, 2024 through June 30, 2029. the 2024 Annual Action Plan is the first-year action plan under the 2024-2028 Con Plan and covers the period of July 1, 2024 through June 30, 2025. It identifies the amount of CDBG funds available for the 2024 program year and describes how these funds will be used to help meet the five-year goals established in the Con Plan.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

For each of the next five years, the City of Biddeford anticipates that the CDBG funds to address the needs outlined in the Consolidated Plan will range from approximately \$390,000 to \$425,000 per year. An Annual Action Plan is submitted to HUD outlining program activities and goals for each specific program year of the 5-year plan. Activities funded in the next five years will support at least one objective and one outcome.

The three overarching objectives guiding the proposed activities are:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments

- Creating Economic Opportunities

The three outcomes illustrating the benefits of each activity funding by the CDBG program are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

The City of Biddeford has identified a high priority need for public services including homeless and special needs populations, affordable housing, and infrastructure and public facilities improvements.

The following goals have been established to meet these needs:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

3. Evaluation of past performance

CDBG funding has presented the City of Biddeford with a unique opportunity to make dramatic differences in the lives of the City's low income and elderly populations. Throughout the program's history, the City has made homeownership sustainable and affordable for dozens and dozens of families who would otherwise be unable to own their own home.

The Planning & Development department, as well as Finance, underwent a number of key staffing changes since the development of the last 5-year Con Plan. While positions were filled there were significant periods of time several when they sat vacate. These changes did impede the progress the City had anticipated making with CDBG funds.

Over the past 5 years the City has successfully implemented a number of improvements and programs that have assisted Biddeford's low to moderate income population and the City as a whole. Additionally, the City has been able to improve streets and sidewalks in low to moderate income neighborhoods when they would likely remain in poor condition; continued funding restraints have led the City to make difficult decisions as far as priority investments in the community are concerned. CDBG funding, especially for public improvements, have lessened that issue to a great extent.

The City will continue to work diligently to demonstrate an even higher level of achievement over the next five years and greater investment by citizens.

4. Summary of citizen participation process and consultation process

The Citizen Participation Plan creates opportunities for residents to take part in the planning, development, and implementation of CDBG plans. The Citizens' Advisory Committee, appointed by City Council, assists city staff in implementing the consolidated plan, its programs, and ongoing evaluation of the plan's successes, failures, and adjustments.

The City holds monthly CAC meetings and has advertised public hearings to receive input on CDBG plans. The first hearing for 2024-2028 Con Plan will be held on January 20, 2026, along with a public comment period from January 16th to February 17th. The second hearing will be held on February 17, 2026.

Under the direction of the City's Director of Planning and Development, the CD Manager directs and coordinates all activities of the CAC. The CD Manager is the contact point for various non-profits (including philanthropic organizations), public housing authorities, businesses, and residents of assisted housing developments, social services (including faith-based organizations) and any population that would be eligible for CDBG funding.

The CAC provides comments and/or recommendations in areas such as assessment of needs, reviewing potential projects, and accepting community input and keeping the citizenry informed.

The CAC is designed and operated to provide outreach to local (and regional when appropriate) groups and citizens. Through Seeds of Hope and its Homeless Task Force, the City participates with various service and non-profit organizations focused specifically on the social welfare and housing needs of our low and very low-income individuals, and their families, where appropriate. The City participates in the State's Continuum of Care, convened by MaineHousing, as well as the Statewide Homeless Council and Region 1 Homeless Council. During the program year, the state's Homeless Response Hub system launched, and Biddeford is an active participant in the Region 1 (York County) Hub, which will focus on regional approaches to addressing homelessness and housing insecurity. Biddeford Ready represents a broad coalition of local and regional organizations focused on outreach to families and their children, with a focus on school readiness for children birth to 5. The Police Department has continued to increase staff who specifically work with vulnerable populations, particularly those experiencing homelessness/housing insecurity and those with substance use disorders. The CD Manager utilizes this network, in total, to reach out to the population (including the immigrant population) as a whole.

The City consults with these relevant parties to share resources, assess needs, and further refine strategies to achieve CDBG goals. A detailed account of these parties can be found in AP-10.

5. Summary of public comments

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

7. Summary

The City of Biddeford is considered an entitlement community and receives funding from the U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) program. In FY24, which is the first year of the 2024-2028 Five Year Consolidated Plan, Biddeford will receive \$393,621 that will be utilized primarily to benefit low-to-moderate income individuals as discussed above.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BIDDEFORD	
CDBG Administrator	BIDDEFORD	Department of Economic & Community Development

Table 1 – Responsible Agencies

Narrative

The City of Biddeford and Biddeford's Economic and Community Development Department, comprised of the Director, Planner Economic Development Coordinator and Community Development (CD) Manager, continues to serve as the lead agency and staff for the Consolidated Plan and Annual Action Plan process and implementation. The Department collaborates with City Departments, the Citizens Advisory Committee (CAC), organizations, agencies and citizens, to receive input, develop, and implement the Plan. The Department is responsible for keeping the City informed as to process, project progress and any additional funding and collaborative opportunities. The Department will continue to be responsible for all regulatory compliance, documentation and training under the Entitlement Program with the U.S. Department of Housing and Urban Development. The CD Manager will continue to recruit and work with the City's CAC, with full support from the City. The CD Manager will coordinate for the Economic and Community Development Department the projects and activities included in the Plans. The CD Manager will coordinate all aspects of the process with Public Works, Engineering and any other departments that will implement construction projects, and will work with City staff for planning and administrative activities. Regarding social services, a number of the non profits are already well coordinated with the City's Entitlement Program and neighborhood revitalization efforts. The CD Manager will work closely with any new programs to ensure adherence to all local and federal processes, policies and regulations. The CD Manager is responsible for the timely monitoring of all programs and review of bid specs, contracts, etc.

Consolidated Plan Public Contact Information

Jessica Wilson, Community Development & Grants Manager, Planning and Development Department,
205 Main Street, P.O. Box 586 Biddeford, Maine 04005 (207) 571-0637

PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The City of Biddeford continues to use a network system to consult with numerous stakeholders. Early consultations include bordering jurisdictions, such as the Town of Kennebunkport, Dayton, Arundel, Lyman, and City of Saco. The Southern Maine Regional Planning Commission is consulted with on early versions of the Plan. Due to staff and funding limitations, consultations are conducted with City Staff who are members of larger regional and State organizations. The Biddeford City Planner is relied upon to keep the CD Manager informed as to any opportunities to partner or developments with other regional plans and projects. Partnerships with the Biddeford Housing Authority and the Biddeford Area Resource Group and Community Partners for Protecting Children, which are contact networks for social services in the area, provide the CD Manager with "eyes and ears" on the street for projects benefiting LMI citizens that might be overlooked. The City also expanded its consultations to include GWI which is a local Internet provider for a consultation regarding fiber optic and Internet access for Biddeford citizens, and the Coastal Healthy Communities Coalition that keeps the City informed as to its lead-based paint and other health issues. The coalition is part of the University of New England's medical program outreaching into the community. This consultation along with the State's lead prevention program yielded updated information as to the lead-based paint issues in Biddeford. Numerous organizations including the Sexual Assault Response Services for Southern Maine, the City's Opiate Prevention Program, Age Friendly Program, and school system, provided information from senior needs to homeless youth, to assist in the development of this plan.

Please see the responses below and the table in the appendix that captures the City's efforts to consult with the required agencies.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

As required by the regulations, the City consulted with a wide range of public and private entities that provide housing, health services, and social services. City staff participate in a wide array of working groups specifically created to enhance the coordination and collaboration efforts of government entities, non-profit agencies, and other service providers. The overarching goal of these working groups is to identify gaps in services and work on solutions to address the needs of the individuals falling into these gaps.

The City of Biddeford continues to work to strengthen its network through the City's Health and Welfare Department, the Biddeford Housing Authority, and the service agencies it funds through its Entitlement Program. Under the direction of the CD Manager, these entities are encouraged to link housing, public

services and work/training programs that create a strong network to support Biddeford's LMI population. A person can be assisted through the City's Health and Welfare Department to connect with a public service funded by CDBG which can include a career center for work place readiness, senior meal assistance, financial budgeting assistance, youth programs, and housing assistance. The City found this year that the need for more enhanced coordination is necessary and implemented the development of identified neighborhoods and contacts to hold meetings and identify specific housing and program needs to be referred to the Citizens Advisory Committee.

Additionally, data for housing trends, capital needs, and future plans was obtained from MaineState Housing Authority and Biddeford Housing Authority.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

There has been a significant rise in homeless persons since the Covid-19 pandemic which has brought the growing issue of addressing the needs of the unhoused to a critical point. This forced more coordination, collaboration, and communication amongst City staff, the CoC, emergency shelters, and service providers. There are a number of working groups that meet on a weekly, monthly, and quarterly basis specifically to target the needs of homeless persons through Biddeford. The common goals of these working groups is to prevent individuals from entering homelessness, provide adequate services to individuals currently experience homelessness, and obtain permanent housing, with the appropriate level of supportive services, for individuals exiting homelessness.

The City's Health and Welfare Department provides data for the Plan regarding homeless persons including the chronically homeless, individuals and families, families with children, veterans, and unaccompanied youth.

The City also coordinated with the State's Continuum of Care (see narrative below). The following is a summary of assistance available:

City of Biddeford Health and Welfare Department

The department offers assistance to find shelter and provide access to programs and services for homeless and near homeless individuals and families.

Biddeford Housing Authority

Biddeford has a Section 8 Voucher Program whereby low to moderate income persons receive rental assistance in apartments scattered throughout the community. The Biddeford Housing Authority also assists clients with HUD and other housing programs.

The following is a summary listing of additional housing and program services in Biddeford, as well as those offered through cooperative regional agencies.

Homeless Shelters

York County Shelter Programs, Inc. - Alfred, Maine

63 - bed facility serving both individuals and families

Emergency Extended Shelter

While individuals are awaiting placement in an appropriate transitional or independent living program, counseling, case management and other self-help services are available. During their stay clients have access to housing, independent living skills, remedial education, vocational training, intensive case management, medical and other necessary services.

Transitional/Permanent Housing

There are several facilities in Biddeford that provide transitional/supportive housing for persons with special needs, i.e. those suffering from mental illness and/or substance abuse. These facilities are owned and/or managed by area non-profit agencies that assist persons with special needs, e.g. Counseling Services, Inc., Community Living Options, Shalom House and Maine Way, Inc.

These and other agencies operate 9 such facilities in the City encompassing 85 units/beds. The facilities are a combination of single and multifamily residential properties that are situated in neighborhoods throughout the City.

In addition, there are several other facilities in nearby communities such as Saco and Old Orchard Beach which also provide housing and services to special needs populations, e.g. The Milestone Foundation in Old Orchard Beach operates a 20-bed facility that provides services and shelter to persons with substance abuse problems.

Within Biddeford are approximately seven soup kitchens and pantries, and a variety of clinics, churches, childcare services, furniture and clothing banks, as well as several satellite outreach services.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City of Biddeford is not a recipient of ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	MAINE STATE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Continuum of Care
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	MaineHousing was consulted to gather data on housing and homelessness needs around the state and particularly in Biddeford. MaineHousing gathered needs assessment information from various methods, including focus groups working with individuals who are at risk of homelessness, experiencing homelessness, and hard to house populations.
2	Agency/Group/Organization	Biddeford Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Biddeford Housing Authority and City staff regularly discuss housing strategies and housing needs as well as BHA's future development plans.
3	Agency/Group/Organization	SOUTHERN MAINE AGENCY ON AGING
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	SMAA organizes services for the elders of Biddeford and has provided the City with its assessments of the emerging needs as identified in its assessment.
4	Agency/Group/Organization	Sanford Vet Center
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Biddeford has an ongoing relationship with the Vet Center and works in coordination with its staff to reach out to Biddeford's homeless veterans and provide resources and assistance with its mobile unit.
5	Agency/Group/Organization	Biddeford Saco Area Economic Development Corporation
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Biddeford Saco Economic Development Corporation collaborates with the City to continue efforts to address code issues, health, and safety concerns to enhance economic development, business attraction, and job retention. A significant issue involving the homeless population has been raised.
6	Agency/Group/Organization	Maine Centers for Disease Control - Department of Health and Human Services
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This consultation was conducted online since all of the CDDC's data and reports are online and the City was directed to this information. This led to coordinating with the Coastal Healthy Communities Coalition who conducts the lead-based paint education programs in the area and will be directing HUB at 49 Sullivan Street with these and other health-oriented programs.
7	Agency/Group/Organization	Biddeford School Department
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The School Department was consulted in a meeting with several area homeless youth providers and local organizations. The school department was able to provide data on Biddeford's homeless youths numbers. It was decided that further coordination could be conducted and a resource list for youths who are homeless in the future.
8	Agency/Group/Organization	GWJ
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City staff collaborates with GWJ to identify the impact of broadband access being provided to LMI persons utilizing CDBG funds.
9	Agency/Group/Organization	SEXUAL ASSAULT RESPONSE SERVICES OF SOUTHERN MAINE
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Victim Recovery & Prevention of Sexual Assault/ Abuse

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization is housed at the Biddeford Support Services Center at the Community Center and was consulted as to the number of Biddeford citizens seeking help and if the numbers are decreasing. The organization coordinates with the City and also provides support and educational groups.
10	Agency/Group/Organization	Coastal Healthy Communities Coalition
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	CHHC contracts with the City's lead-based paint program to provide education to LMI families regarding prevention efforts.

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	MaineHousing Authority	The City's Strategic Plan goals overlap with the State's Continuum of Care goals in the social service section, homeless, and non-homeless special needs sections.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The City of Biddeford looks for coordinating opportunities whenever possible to implement its Consolidated Plan. The City Planner and Director of the Biddeford Housing Authority participate in regional efforts through various State and adjacent local government entities. The City also partners with the Biddeford Housing Authority and any federal agencies for housing and infrastructure improvements.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Biddeford uses a two-fold approach to citizen participation to establish its goals and actions for its Consolidated Plan and Annual Action Plans. It uses the standard method that it has been implemented over the past years of public hearings, informative media releases, and the CAC. The Citizens Participation Plan is closely followed by the City and provides a guide to ensure citizen input is sought at every opportunity. This year these standard participation methods included a call for projects through the City's Departments and the Biddeford Area Resource Group, and a focus group and meetings. Finally, two public hearings are publicized in the newspaper and on social media, including a 30-day comment period.

First Public Hearing: The first public hearing will be held on January 20, 2026 at City Hall. Notice of this public hearing was published in the Portland Press Herald on January 13, 2026.

Second Public Hearing: The second public hearing will be held on February 17, 2026 at City Hall. Notice of this public hearing will be published in the Portland Press Herald on January 6, 2026.

30-day comment period was held on: January 16, 2026 to February 17, 2026

Drafts of each Plan are made available at places where citizens know where to access them. These are at the Community Center, City Library, Planning & Development Department, and on the City's website, and/or available by request. The Community Development & Grants Manager is also available to answer citizens' questions, take input, and discuss goals and actions.

The CAC provides the Community Development & Grants Manager with information on LMI needs since the members either live in an LMI neighborhood, work with LMI persons, or are LMI themselves.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Ward meetings were held during the fall months of 2022. There were varying numbers of residents in attendance from each ward.	Residents noted they would like to see efforts to address affordable housing, improve neighborhood parks, and assist unhoused persons.	None	
2	Internet Outreach	Non-targeted/broad community Residents of Public and Assisted Housing	A two-phase survey was distributed via internet and hard copies at various public facilities. The first phase requested survey takers to prioritize goals. The second phase was a budget exercise to determine how the funds should be allocated among the project goals.	Almost two hundred responses were received which identified affordable housing, improved public facilities (including parks and green spaces), and assisting the unhoused as the priority goals.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Focus Groups	Non-targeted/broad community	Planning Department staff held several focus groups to obtain feedback on element for the City's Comprehensive Plan.	Notes were kept and incorporated into the draft Comp Plan which has assisted in the development of the City's Five-Year Consolidated Plan.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	A Comp Plan survey was distributed via mail and made available online. There were 1,212 responses providing input relating to school-age children and availability of resources; adequacy of access to public transit; availability of downtown public restrooms; quality of accessible parks and open spaces; availability of downtown parking; access to Wi-Fi; concerns for quality of housing vs. affordability of rentals and ownership; climate change solutions; and adequate accessibility to beaches.	The majority of responders did not have school-age children living with them; respondents overall did not feel there was adequate access to public transit in their neighborhoods; not enough public bathrooms downtown; not enough high quality parks/open spaces for younger children; less concern over quality of housing as affordability; overall adequate access to beaches.	None	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The City and the Biddeford Housing Authority (BHA) work in partnership to identify and assess the affordable housing needs for Biddeford and its LMI citizens. The primary source for housing information is the BHA since they keep updated lists, constantly monitor Biddeford's housing market, conduct needs studies, work with numerous social service entities, and stay informed as to regional and statewide housing trends. To date, the BHA continues to have a significant waiting period for its Section 8 vouchers. Affordable housing is the main issue for both renters and homebuyers. Another issue is the need for homeless and transitional housing. The City does not have a homeless shelter and houses homeless persons looking for shelter in County facilities outside the City or in hotels and motels. Many citizens are earning 30% of the median family income while they are spending 50 plus percent on housing. The new AI reinforced these issues and will be used as a reference in the preceding housing needs sections.

Besides housing, there is still an equal need for infrastructure, particularly sidewalk construction and reconstruction in the LMI Census tracts in the downtown. Many LMI, including disabled citizens, access the downtown by walking. Many of the sidewalks still are badly deteriorated with poor lighting, and difficult to maneuver with a cane or wheelchair. Public facilities was considered a priority that would go under Infrastructure projects. Public facility projects could include, acquisition, demolition, design, engineering, and development of parks and green space for the dense downtown area with many multi-unit apartment buildings.

Social services were considered another priority including the needs for senior, job seeking adults, those needing financial management services, and youth programs that mentor and teach life and work skills. The Biddeford Resource Group, the City's Health and Welfare Department, the Age Friendly Committee, the Citizens Advisory Committee, and the various nonprofits helped identify and develop programming needs.

Lastly, Administration was deemed necessary for funding in order to keep all aspects of the CDBG Program running smoothly and compliant.

All of these activities connect to housing and work issues that are necessary for Biddeford residents in order to obtain and keep stable housing and create suitable living environments.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	21,290	21,500	1%
Households	8,485	9,430	11%
Median Income	\$46,940.00	\$54,915.00	17%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	1,110	1,640	1,785	1,350	3,540
Small Family Households	260	600	515	305	1,985
Large Family Households	0	25	10	45	105
Household contains at least one person 62-74 years of age	220	330	400	200	765
Household contains at least one person age 75 or older	210	260	260	105	165
Households with one or more children 6 years old or younger	95	119	339	135	295

Table 6 - Total Households Table

Data Source: 2016-2020 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	0	0	0	0	0	0	0	0	0	0
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	0	0	0	4	4	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	0	45	0	0	45	0	0	0	4	4
Housing cost burden greater than 50% of income (and none of the above problems)	675	280	10	0	965	95	165	85	50	395

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	15	625	405	30	1,075	40	95	220	250	605
Zero/negative Income (and none of the above problems)	0	0	0	0	0	0	0	0	0	0

Table 7 – Housing Problems Table

Data 2016-2020 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	675	325	10	4	1,014	95	165	85	55	400
Having none of four housing problems	285	860	1,155	795	3,095	55	295	535	500	1,385
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 8 – Housing Problems 2

Data 2016-2020 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	225	470	60	755	0	4	110	114
Large Related	0	0	0	0	0	0	0	0
Elderly	115	150	65	330	114	185	115	414
Other	350	300	295	945	15	75	80	170
Total need by income	690	920	420	2,030	129	264	305	698

Table 9 – Cost Burden > 30%

Data 2016-2020 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	60	60	0	0	0	0
Large Related	0	0	0	0	0	0	0	0
Elderly	100	75	0	175	75	110	30	215
Other	0	350	145	495	15	0	0	15
Total need by income	100	425	205	730	90	110	30	230

Table 10 – Cost Burden > 50%

Data 2016-2020 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0- 30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0- 30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	0	45	0	4	49	0	0	0	4	4

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	0	45	0	4	49	0	0	0	4	4

Table 11 – Crowding Information – 1/2

Data Source: 2016-2020 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source
Comments:

What are the most common housing problems?

The most common housing problem for renters and homebuyers remains affordability. There are many persons in the City who are carrying a housing burden that is greater than 50% of their family income. Almost three-quarters of households do not have the income to afford to purchase a median-priced home. This is evident from the charts presented in this section and from the City's AI. The housing burden is especially difficult for people on fixed incomes which include seniors, the disabled, and single female head of households. This is followed closely by problems with substandard housing throughout the downtown area. The oldest housing in Biddeford is located in the downtown LMI Census tracts. In addition, the City's population is expected to increase and with this there will be a demand for housing. Supply for even a family of 2.37 persons may not be sufficient in the coming decade. Since the Portland housing market is growing more costly, the demand for affordable housing in Biddeford will increase.

Are any populations/household types more affected than others by these problems?

According to the Biddeford Housing Authority and the data provided in this plan, the population most affected by the previously stated housing problems continues to be single female head of households, specifically renting households, and homeless and/or those in transition from homelessness. These

households continue to be in need of short-term housing assistance, daycare, work opportunities, and a more coordinated social service network. These families may be relocating due to family issues including divorce, abandonment, and violence and are in need of immediate housing. Shelters are often at capacity including those protecting women from violence. These heads of household and those in transition from homelessness are not only in need of housing but workforce training, job opportunities, and daycare, in order to support their families. Looking for inexpensive housing can force these families into substandard housing in neighborhoods with negative activities.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Low-income individuals including single female head of households, seniors and the disabled who are renting, continue to be under tremendous housing burdens. Particularly at risk are those who are paying greater than 30 to 50% of their income for rent. In Biddeford, these populations are often paying 50% or more of their income for rent, making food, clothing and other necessities nearly impossible for them and their families. Due to the cost demands of their housing they are under imminent risk of becoming homeless and a number of social services providing food, clothing, and other items for daily living fill the gap in their budgets. These social service entities are under a growing burden to provide for more families as the economic burden becomes heavier on Biddeford's poorest. Another characteristic of Biddeford's most needy populations for housing is that they can only afford housing in the worst neighborhoods where crime and violence are issues. Many of these families work constantly and so young children are left in the hands of older siblings or to fend for themselves. Homeless families and individuals may be receiving rapid re-housing assistance work with the York County Shelter Programs, a regional homeless entity for the City. The need for these individuals and families is transitional housing, the next step in leaving homelessness. The City does not have a homeless shelter but relies on the York County Shelter for those seeking emergency housing. The City is working to establish more permanent homeless housing beyond existing housing that is short term.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Housing characteristics in Biddeford that are linked to instability and an increased risk of homelessness continue to include substandard housing in the LMI Census tracts. This housing is located within the downtown core, and it is within walking distance to social services and programs for LMI persons. However, these areas can contain housing that is owned by an absentee landlord that is not responsive as to tenant needs. These areas can also contain higher rates of negative activities and violence. These buildings can be shut down by Code or foreclosure can occur and tenants forced to leave or become homeless.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	960	115	39
White	725	115	39
Black / African American	70	0	0
Asian	0	0	0
American Indian, Alaska Native	30	0	0
Pacific Islander	0	0	0
Hispanic	120	0	0

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	920	220	0
White	875	220	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	35	0	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	895	760	0
White	815	675	0
Black / African American	25	0	0
Asian	30	15	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	65	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	235	740	0
White	225	620	0
Black / African American	0	35	0
Asian	10	60	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	0	25	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205

(b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	870	200	39
White	640	200	39
Black / African American	70	0	0
Asian	0	0	0
American Indian, Alaska Native	30	0	0
Pacific Islander	0	0	0
Hispanic	120	0	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	290	845	0
White	280	810	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	0	35	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	125	1,520	0
White	100	1,385	0
Black / African American	25	0	0
Asian	0	50	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	65	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	65	915	0
White	60	785	0
Black / African American	0	35	0
Asian	4	64	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	0	25	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	5,225	1,965	1,310	40
White	4,795	1,860	1,090	39
Black / African American	60	0	70	0
Asian	175	34	0	0
American Indian, Alaska Native	4	10	30	0
Pacific Islander	0	0	0	0
Hispanic	110	35	120	0

Table 21 – Greater Need: Housing Cost Burdens AMI

Data 2016-2020 CHAS
Source:

Discussion:

NA-35 Public Housing – 91.205(b)

Introduction

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	309	0	309	0	0	0

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	0	11,442	0	11,442	0	0	
Average length of stay	0	0	0	6	0	6	0	0	
Average Household size	0	0	0	1	0	1	0	0	
# Homeless at admission	0	0	0	0	0	0	0	0	

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# of Elderly Program Participants (>62)	0	0	0	70	0	70	0	0
# of Disabled Families	0	0	0	155	0	155	0	0
# of Families requesting accessibility features	0	0	0	309	0	309	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	303	0	303	0	0	0
Black/African American	0	0	0	5	0	5	0	0	0
Asian	0	0	0	0	0	0	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	0	1	0	1	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	5	0	5	0	0	0
Not Hispanic	0	0	0	304	0	304	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	4,665	44%
1-unit, attached structure	205	2%
2-4 units	3,050	29%
5-19 units	1,725	16%
20 or more units	760	7%
Mobile Home, boat, RV, van, etc	170	2%
Total	10,575	100%

Table 26 – Residential Properties by Unit Number

Data Source: 2016-2020 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	0	0%	140	3%
1 bedroom	90	2%	1,295	26%
2 bedrooms	1,170	26%	2,270	46%
3 or more bedrooms	3,255	72%	1,220	25%
Total	4,515	100%	4,925	100%

Table 27 – Unit Size by Tenure

Data Source: 2016-2020 ACS

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Cost of Housing

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	207,000	260,500	26%
Median Contract Rent	806	901	12%

Table 28 – Cost of Housing

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	710	14.4%
\$500-999	2,450	49.8%
\$1,000-1,499	1,590	32.3%
\$1,500-1,999	60	1.2%
\$2,000 or more	115	2.3%
Total	4,925	100.1%

Table 29 - Rent Paid

Data Source: 2016-2020 ACS

Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	375	No Data
50% HAMFI	1,150	250
80% HAMFI	3,340	880
100% HAMFI	No Data	1,540
Total	4,865	2,670

Table 30 – Housing Affordability

Data Source: 2016-2020 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent					
High HOME Rent					
Low HOME Rent					

Table 31 – Monthly Rent

Data Source: HUD FMR and HOME Rents

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	1,250	28%	2,075	42%
With two selected Conditions	0	0%	20	0%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	3,260	72%	2,825	57%
Total	4,510	100%	4,920	99%

Table 32 - Condition of Units

Data Source: 2016-2020 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	715	16%	255	5%
1980-1999	880	20%	870	18%
1950-1979	1,305	29%	1,465	30%
Before 1950	1,610	36%	2,335	47%
Total	4,510	101%	4,925	100%

Table 33 – Year Unit Built

Data Source: 2016-2020 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	2,915	65%	3,800	77%
Housing Units build before 1980 with children present	360	8%	130	3%

Table 34 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available				118			0	0	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 35 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	28	25	0	0	0
Arts, Entertainment, Accommodations	1,224	1,124	13	11	-2
Construction	512	441	5	4	-1
Education and Health Care Services	2,217	3,008	23	30	7
Finance, Insurance, and Real Estate	643	320	7	3	-4
Information	157	236	2	2	1
Manufacturing	1,115	1,571	12	16	4
Other Services	302	356	3	4	0
Professional, Scientific, Management Services	681	340	7	3	-4
Public Administration	0	0	0	0	0
Retail Trade	1,530	1,923	16	19	3
Transportation and Warehousing	281	105	3	1	-2
Wholesale Trade	344	120	4	1	-2
Total	9,034	9,569	--	--	--

Table 36 - Business Activity

Data Source: 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	12,735
Civilian Employed Population 16 years and over	12,165
Unemployment Rate	4.51
Unemployment Rate for Ages 16-24	13.97
Unemployment Rate for Ages 25-65	3.32

Table 37 - Labor Force

Data Source: 2016-2020 ACS

Occupations by Sector	Number of People
Management, business and financial	2,535
Farming, fisheries and forestry occupations	650
Service	1,430
Sales and office	3,205
Construction, extraction, maintenance and repair	995
Production, transportation and material moving	570

Table 38 – Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	7,524	66%
30-59 Minutes	3,314	29%
60 or More Minutes	518	5%
Total	11,356	100%

Table 39 - Travel Time

Data Source: 2016-2020 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	280	25	165

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	2,405	215	845
Some college or Associate's degree	3,210	80	835
Bachelor's degree or higher	3,020	60	385

Table 40 - Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	0	0	45	70	360
9th to 12th grade, no diploma	310	109	110	124	300
High school graduate, GED, or alternative	940	910	665	1,890	1,340
Some college, no degree	1,435	1,255	530	885	580
Associate's degree	105	530	320	610	350
Bachelor's degree	360	1,010	525	945	325
Graduate or professional degree	0	235	470	320	405

Table 41 - Educational Attainment by Age

Data Source: 2016-2020 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	20,315
High school graduate (includes equivalency)	28,971
Some college or Associate's degree	36,447
Bachelor's degree	44,194
Graduate or professional degree	73,185

Table 42 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Describe the workforce and infrastructure needs of the business community:

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 43 – Priority Needs Summary

1	Priority Need Name	Social Services
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	Social Services

	Description	Populations in need, both homeless and non-homeless, have been at the forefront of community discussions and addressing issues related to these marginalized populations has been identified as a priority. Area service providers are often limited by financial constraints and the Community Development department will continue to collaborate with these providers to work towards solutions and offer financial support when it is feasible.
	Basis for Relative Priority	Based on community conversations, community feedback, data, and analysis, we know that the community as a whole is very concerned about at-risk LMI individuals and families and marginalized populations in the City. These communities will continue to be supported by the City's CDBG program as is feasible.
2	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence

	Geographic Areas Affected	CITYWIDE
	Associated Goals	Affordable Housing
	Description	Maintain and add safe and affordable housing for extremely low-to-moderate income individuals and families including public housing residents, the homeless population, and multifamily housing.
	Basis for Relative Priority	The need to add and maintain affordable, quality housing has been discussed in great length and identified as a priority by residents, community leaders and service providers.
3	Priority Need Name	Public Facilities & Infrastructure
	Priority Level	Low

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	Public Facilities & Infrastructure
	Description	The need for street, sidewalk, and other infrastructure improvements as well as public parks, playgrounds, and other public facility improvements are consistently identified by community leaders and citizens alike. The City's CDBG will assist with infrastructure and public facility improvements when practical and when there can be a benefit to LMI communities in the City.
	Basis for Relative Priority	

4	Priority Need Name	Planning and Administration
	Priority Level	Low
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	
	Description	Robust and effective planning and administration of funding sources are imperative to successfully meeting other priorities identified in this plan. Ensuring that our HUD-funded programs align and complements other efforts that benefit the target population will be a priority over the next five years.

	Basis for Relative Priority	Planning and communicating with various city departments, service providers, and area organizations to deliver high-quality services to the LMI community in Bangor is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.
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Narrative (Optional)

Biddeford's CDBG program will work city-wide, particularly in low-to-moderate income Census Block Groups, to carry out eligible projects. Priority needs include affordable housing, social services, public facility and infrastructure improvements, and prevent and respond to the COVID-19 pandemic as necessary.

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	393,621	0	288,914	682,535	1,574,484	The City will expend all Entitlement CDBG funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	35,885	0	0	35,885	0	CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus.

Table 44 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program requires a 10% match from the property owner, and can be used on 2- to 10-unit residential buildings. The MaineHousing Community Solutions Grant provides CDBG matching funds of up to \$300,000 for housing rehabilitation projects in the target area for the same 3 years.

Private match investment in housing rehabilitation through these programs to date is nearly \$65,000.

The City's Housing Rehab Director manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publically owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publically owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development		Social Services	CDBG: \$295,215	
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless		Affordable Housing	CDBG: \$600,000	
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development		Public Facilities & Infrastructure	CDBG: \$295,215 CDBG-CV: \$35,885	
4	Planning and Administration	2024	2028	Planning and Administration			CDBG: \$393,620	Other: 0 Other

Table 45 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Social Service agencies and two neighborhood hotspots with the maximum 15% of program funds (\$59,043) each year of the five-year Con Plan. The City will administer the Mission Hill Neighborhood Hotspot and Main Street Hotspot. Any remaining funds may be programmed for other social services depending on need. The remainder of the CDBG-CV funds will partially fund personnel costs associated with the community support program at Seeds of Hope.
2	Goal Name	Affordable Housing
	Goal Description	Maintain and add safe and affordable housing for extremely low-to-moderate income individuals and families including public housing residents, homeless population, and multifamily housing.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make improvements to its street/sidewalk/parks/gardens to enhance public safety and accessibility.
4	Goal Name	Planning and Administration
	Goal Description	Robust and effective planning and administration of funding sources are imperative to successfully meeting other priorities identified in this plan.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	393,621.00	0.00	288,914.00	682,535.00	1,574,484.00	The City will expend all Entitlement CDBG funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	35,885.00	0.00	0.00	35,885.00	0.00	CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus.

Table 46 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program requires a 10% match from the property owner, and can be used on 2- to 10-unit residential buildings. The MaineHousing Community Solutions Grant provides CDBG matching funds of up to \$300,000 for housing rehabilitation projects in the target area for the same 3 years.

Private match investment in housing rehabilitation through these programs to date is nearly \$65,000.

The City's Housing Rehab Director manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publicly owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publicly owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development		Social Services	CDBG: \$59,043.15	Public service activities other than Low/Moderate Income Housing Benefit: 1250 Persons Assisted
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless		Affordable Housing	CDBG: \$120,000.00	Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development		Public Facilities & Infrastructure	CDBG: \$424,768.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2050 Persons Assisted
4	Planning and Administration	2024	2028	Planning and Administration		Planning and Administration	CDBG: \$78,724.00	Other: 1 Other

Table 47 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Public Service agency and a neighborhood hotspot with the maximum 15% of program funds (\$59,043). The City will administer the Mission Hill Neighborhood hotspots. Any remaining funds may be programmed for other social services depending on need.
2	Goal Name	Affordable Housing
	Goal Description	Housing Rehabilitation will focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years, as well as emergency repair grants to LMI owner-occupied single-family homes.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make street/sidewalk/parks/gardens improvements to enhance public safety and public facilities improvements to benefit LMI areas.
4	Goal Name	Planning and Administration
	Goal Description	Planning and communicating with various city departments, service providers, and area organizations to deliver high quality services to the LMI community in Biddeford is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.

Projects

AP-35 Projects – 91.220(d)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Manager to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Projects

#	Project Name
1	Social Services
2	Affordable Housing
3	Public Facilities and Infrastructure
4	Planning & Administration

Table 48 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities are set by the Consolidated Plan and the public process through the Citizens' Advisory Committee. A primary focus this year is on the chronically homeless. This population has been identified as having emerging needs and whose numbers are rapidly increasing alongside shortages of housing and supportive services. The City has worked with a consultant to identify gaps in housing needs and services as well as the need to engage coordinated efforts to address these issues on a county level.

AP-38 Project Summary
Project Summary Information

1	Project Name	Social Services
	Target Area	
	Goals Supported	Social Services
	Needs Addressed	Social Services
	Funding	CDBG: \$59,043.00
	Description	Biddeford will support at least one Public Service agency and one neighborhood hotspots with the maximum 15% of program funds (\$59,043.15). The City will administer the Mission Hill Hotspot. Any remaining funds may be programmed for other social services depending on need.
	Target Date	6/3/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated approximately 1250 LMI households will benefit from these activities.
	Location Description	CDBG funded activities are primarily directed in the eligible census tracts (252.01 and 252.02).
	Planned Activities	The program budget of \$59,043 has not been entirely allocated to activities, however, \$2000 of that amount will be awarded to providing wifi hotspots to the Mission Hill neighborhood.
2	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$120,000.00
	Description	Housing Rehabilitation will provide match funds to the City's lead hazard reduction program to focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	The housing rehab program will offer grants to 2 owner-occupied units and 15 rental units occupied by households at or below 80% AMI via a 10-year deed restriction.

	Location Description	CDBG designated census tracts of 252.01 and 252.02 as a first priority. Citywide as a secondary geographic focus.
	Planned Activities	Rehabilitation forgivable loans for units in accordance with CDBG rules, and associated program delivery costs, following this priority list: 1. Owner-occupants of 2- to 7-unit residential rental properties; 2. Non-profit owners of 2- to 7-unit residential rental properties; and 3. Investor-owned 2- to 7-unit residential rental properties.
3	Project Name	Public Facilities and Infrastructure
	Target Area	
	Goals Supported	Public Facilities & Infrastructure
	Needs Addressed	Public Facilities & Infrastructure
	Funding	CDBG: \$424,768.00
	Description	The city will make improvements to City owned street/sidewalk/parks/gardens, as well as buildings open to the public, to enhance public safety and improve access.
	Target Date	6/3/2025
	Estimate the number and type of families that will benefit from the proposed activities	These improvements will benefit persons with disabilities citywide, a population of 1250 people, as well as targeted neighborhoods served by improved public buildings/parks/gardens/streets/sidewalks.
	Location Description	Public facilities throughout LMI target area.
	Planned Activities	Accessibility and public safety improvements to public facilities in LMI area. Specifically, ADA accessibility required improvements, and all age accessibility improvements were raised as priority needs.
4	Project Name	Planning & Administration
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$78,724.00
	Description	Administration costs to administer the CDBG program.
	Target Date	6/30/2025

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Provide administrative oversight and support administrative costs of the CDBG program.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For owner-occupied, nonprofit-owned, and investor-owned 2- to 7-unit residential buildings, housing rehabilitation efforts are directed within the CDBG eligible census tracts as the first priority (with at least 51% LMI), with rehabilitation permitted outside of these tracts as a second priority. Social Service assistance is typically directed citywide, with presumed benefit clients or income certification to ensure service to at least 51% LMI beneficiaries. ADA and other public facilities improvements will also primarily be within the CDBG eligible census tracts, but the benefit will be for people citywide, including people with disabilities.

Geographic Distribution

Target Area	Percentage of Funds

Table 49 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

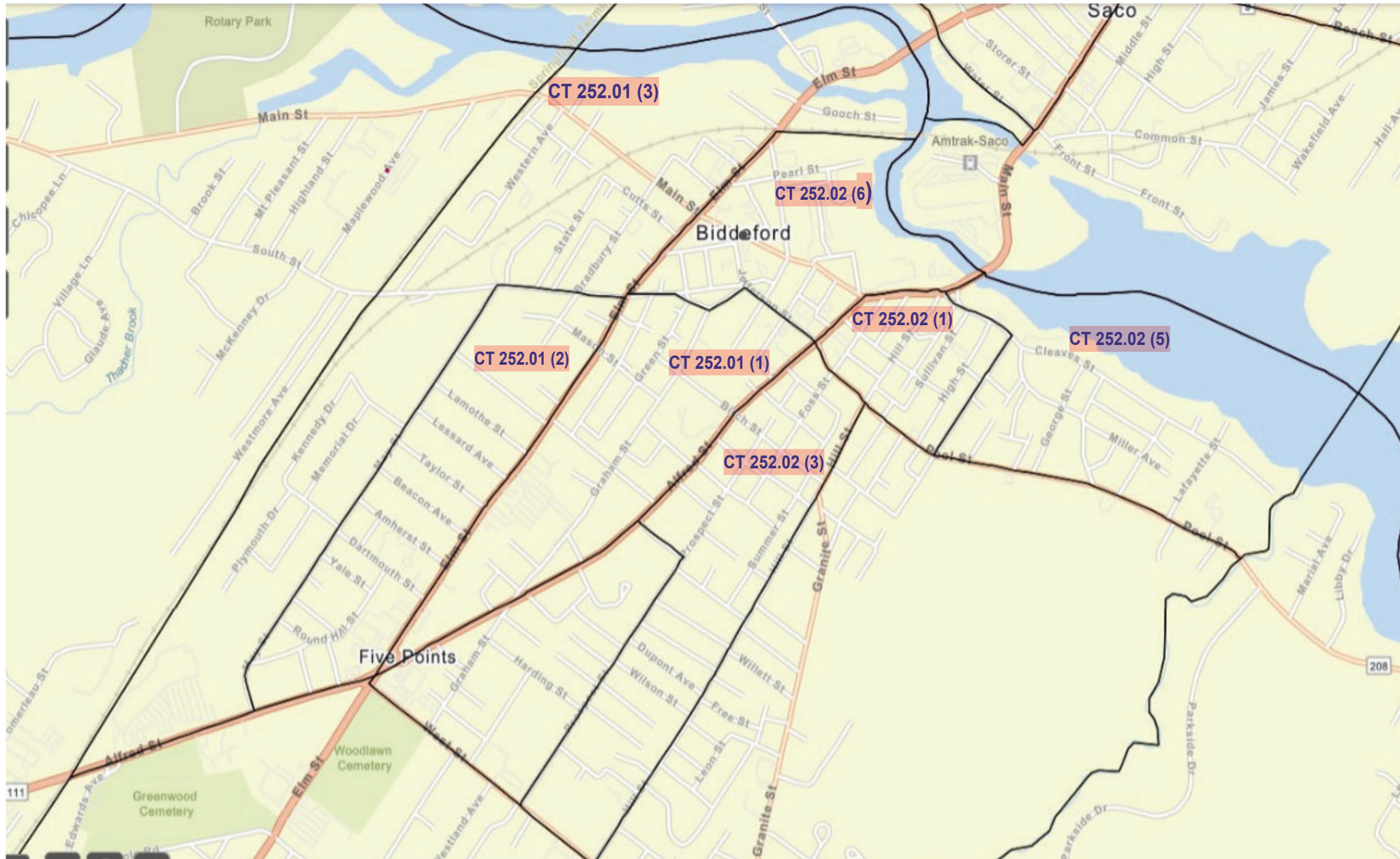
The 2- to 7-unit housing rehabilitation program is available citywide, but the priority is still on the CDBG-eligible Census tracts (252.01 and 252.02), which are in the downtown and immediately adjacent areas and have the highest concentration of LMI households. This program represents targeted investments that preserve affordable housing, improve the quality of the home, and increase base value, leading to private neighborhood re-investment. The priority is on these tracts as the buildings are older on average than the buildings citywide, have the highest need for rehabilitation, and have higher rates of LMI residents.

Discussion

In general, the city delivers CDBG-funded programs citywide in order to best support LMI residents. The rehab program prioritizes Census tracts 252.01 and 252.02, in order to best address needed improvements in these high-LMI areas, but the program is now available citywide as well.

City of Biddeford FY2024
US Census Tract Block Groups with $\geq 51\%$ Low/Moderate Income (LMI) Residents

Source: American Community Survey 2011-2015 Estimates in the CDBG Project Mapping Tool





City Council

Meeting Date: February 17, 2026

Meeting Time: 6:00 PM

Agenda Item No: 12.b

Item Description: 2026.26 Approval CDBG Year One FY2024 Annual Action Plan and Budget

Submitted By: Jessica Wilson, Community Development & Grants Manager

Key Terms:

- CDBG – Community Development Block Grant
- Con Plan – Consolidated Plan, which is the five-year plan approved by City Council for the annual expenditures of CDBG funds over the five year period.
- PY24 – Program Year 2024, which refers to the fiscal year from July 1, 2024 to June 30, 2025
- PY25 – Program Year 2025, which refers to the fiscal year from July 1, 2025 to June 30, 2026
- HUD – Department of Housing and Urban Development (source of CDBG funds)
- CAC – Citizens’ Advisory Committee
- AAP – Annual Action Plan, which is the plan approved by City Council for the annual expenditure of CDBG funds.
- Year 1 – These funds are planned in 5-year periods, and Program Year 2024 is Year 1 of the current 5-year period.
- Year 2 – Program Year 2025 is Year 2 of the current 5-year period.
- LMI -- Low- to moderate-income

Executive Summary:

As an Entitlement Community the City of Biddeford is responsible for conducting a public planning process that includes residents, stakeholders, a Citizen Advisory Committee, and other interested parties in developing a five-year strategic plan, known as the Consolidated Plan, that outlines how CDBG dollars will be best invested over the following five years. Biddeford receives CDBG funds on a yearly basis and allocates those funds in an Annual Action Plan. This plan is made and approved through a public process that concludes with City Council approval.

Detailed Review:

Background

The Community Development Block Grant (CDBG) program was created in 1974 to help states and communities combat poverty and assist in the development of viable urban communities. It is administered by the Department of Housing and Urban Development (HUD). The overarching goals of the program are to help provide the following, principally for persons of low and moderate income:

- Safe, decent and affordable housing
- A suitable living environment
- Expanded economic opportunities
-

The CDBG program has three National Objectives that every activity funded must meet at least one of. They are:

- Benefit low/moderate income people
- Aid in the prevention or elimination of slums or blight
- Meet an Urgent Need that is serious, threatening, and that cannot be met with other sources of funds

Biddeford is a CDBG Entitlement Community and the City receives a Federal grant each year which is to be spent to benefit low to moderate income residents. The amount the City receives each year is based on a formula established by Congress. The formula does not change, but the amount the City receives is determined by how much funding Congress allocates annually to the CDBG program. As with the municipal budget, the City Council decides how CDBG funds are invested each year. However, as requirements of the Federal grant, there are regulations and processes which must be abided by in coming to that decision. Following is more detail on CDBG and the process for how those funds are to be spent. As an Entitlement Community and recipient of CDBG funds, Biddeford is charged with ensuring that every activity funded meets a National Objective and the overarching goals of the City's Consolidated Plan.

The bulk of Biddeford's CDBG funds are invested in, or to the benefit of the residents of a Target Area, Census Tracts 252.01 and 252.02 (map attached). Historically, the City has used its funds primarily on housing improvements, public facility and infrastructure improvements in the Target Area, and social services. So long as the broad national goals of the program are met there is considerable flexibility in how the funds are spent.

Consolidated Plan

The Draft 2024-2028 Con Plan was prepared utilizing public input obtained through online surveys, ward meetings, and other outreach efforts. The plan articulates the following broad goals and strategies:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

Allocation of Prior Years' Resources

Spend Down Requirement

HUD regulations require that on May 1 of each year (which is 60 days before the end of the program year) an Entitlement Community may not have more than 1.5 times the allocation the community received at the beginning of the program year.

Accumulated Funds to be Spent Down

Between PY20 - PY23, the City has accumulated a total combined contingency of uncommitted or undrawn funds of \$539,988. Previous Council action allocated \$250,000 to the new playground at the Community Center and \$150,000 to improvements to McArthur Library. The remaining funds are available for and should be committed to projects.

CDBG Budgets/Action Plans

Program Year 2024 (July 1, 2024 through June 30, 2025)

Year 1 is incorporated into the Con Plan as it represents Year 1 of the five-year plan. Biddeford was awarded \$393,621. HUD caps the amount of CDBG funding that can be used to cover

administrative expenses, i.e., staff salary/fringe, recording fees, membership dues, training, etc., at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$78,724. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$59,043. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY24 budget:

\$120,000 CDBG Lead Grant Match To meet 2022 Lead Grant match requirements.

\$59,043 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$250,000 Community Center Playground

\$289,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$78,724 Administration Expenses related to administering the CDBG program.

Program Year 2025 (July 1, 2025 through June 30, 2026)

Biddeford was awarded \$424,428 for Year 2 of the Con Plan. HUD caps the amount of CDBG funding that can be used to cover administrative expenses at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$84,886. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$63,664. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY25 budget:

\$65,000 Housing Rehabilitation Program Improvements to LMI units in the CDBG target area.

\$15,000 Housing Rehabilitation Program Administration Expenses related to administering the rehab program.

\$63,664 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$155,000 McArthur Library Improvements Staff is working with library staff

\$134,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$84,886 Administration Expenses related to administering the CDBG program.

Funding Source:

N/A

Staff Recommendation:

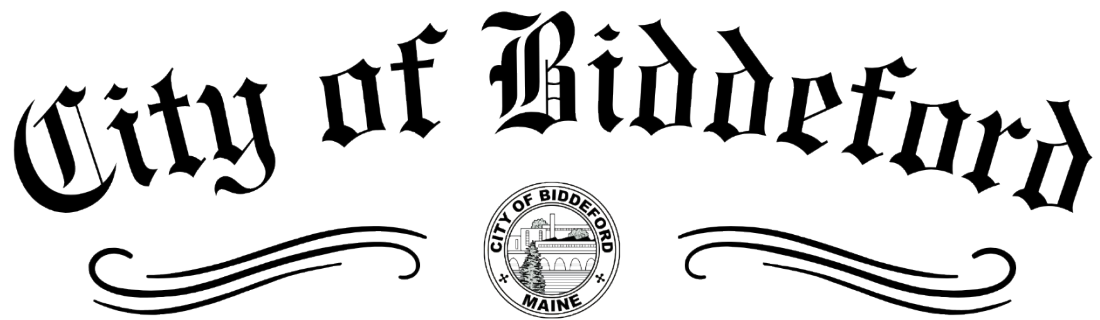
The Citizens' Advisory Committee along with staff recommend approval of the FY2024 Annual Action Plan.

Next Steps:

Adoption of the PY24 Annual Action Plan and budget require a 30-day public comment period, and a public hearing prior to adoption. A public notice has been posted on the City's website and social media accounts to start the public comment period. Any public comments received during the public comment period will be shared with the City Council at the second public hearing to be held on February 17, 2026. Approval of this Con Plan will allow staff to continue funding projects that benefits LMI residents.

Attachments:

1. 2026.26 City Council Order 2-17-26
2. DRAFT 2024-2028 Consolidated Plan
3. LMI Census Tract Map of Biddeford FY24 ACS 2011-15



2026.26

IN BOARD OF CITY COUNCIL...February 17, 2026

BE IT ORDERED, BE IT ORDERED, that the Biddeford City Council does hereby approve and authorize the City Manager to sign, execute, and submit the City's Final Draft of the CDBG Year One FY2024 Annual Action Plan and Budget and all associated documents in connection with the Community Development Block Grant (CDBG) Program funded by the U.S. Department of Housing and Urban Development.

Attest by: _____

CITY OF BIDDEFORD

DRAFT

2024-2028 Consolidated Plan

July 1, 2024 – June 30, 2029



City of Biddeford, Maine Planning
and Development Department
Community Development Program
205 Main Street
Biddeford, ME 04005
www.biddefordmaine.org

January 16, 2026

Executive Summary

ES-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Biddeford, Maine has prepared the 2024-2028 Consolidated Plan (Con Plan) and the 2024 Annual Action Plan (AAP). These plans are required by the U.S. Department of Housing and Urban Development (HUD) in order to receive federal grants available under the Community Development Block Grant (CDBG) program. These plans serve both as local planning documents and applications to HUD for these funds. The grants may be used for affordable housing, facilities providing public or community services, infrastructure improvements such as streets and sidewalks, public services, and homeless programs. Additionally, the funds must be used primarily to benefit low- to moderate-income persons and neighborhoods in our community.

The 2024-2028 Con Plan was prepared in collaboration with residents, public agencies, private non-profit organizations, faith based organizations, local governments, and other stakeholders through consultations, surveys, and a citizen participation process. The Con Plan was informed by quantitative and qualitative data, existing plans and reports and general research.

This document is the 2024-2028 Consolidated Plan for the City of Biddeford CDBG program. It assesses local priority needs in the areas of affordable housing and non-housing community development and establishes local goals to guide the investment of CDBG funds estimated to be received over the five year period to address the identified needs. The Con Plan covers the period of July 1, 2024 through June 30, 2029. the 2024 Annual Action Plan is the first-year action plan under the 2024-2028 Con Plan and covers the period of July 1, 2024 through June 30, 2025. It identifies the amount of CDBG funds available for the 2024 program year and describes how these funds will be used to help meet the five-year goals established in the Con Plan.

2. Summary of the objectives and outcomes identified in the Plan Needs Assessment Overview

For each of the next five years, the City of Biddeford anticipates that the CDBG funds to address the needs outlined in the Consolidated Plan will range from approximately \$390,000 to \$425,000 per year. An Annual Action Plan is submitted to HUD outlining program activities and goals for each specific program year of the 5-year plan. Activities funded in the next five years will support at least one objective and one outcome.

The three overarching objectives guiding the proposed activities are:

- Providing Decent Affordable Housing
- Creating Suitable Living Environments

- Creating Economic Opportunities

The three outcomes illustrating the benefits of each activity funding by the CDBG program are:

- Improve Availability/Accessibility
- Improve Affordability
- Improve Sustainability

The City of Biddeford has identified a high priority need for public services including homeless and special needs populations, affordable housing, and infrastructure and public facilities improvements.

The following goals have been established to meet these needs:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

3. Evaluation of past performance

CDBG funding has presented the City of Biddeford with a unique opportunity to make dramatic differences in the lives of the City's low income and elderly populations. Throughout the program's history, the City has made homeownership sustainable and affordable for dozens and dozens of families who would otherwise be unable to own their own home.

The Planning & Development department, as well as Finance, underwent a number of key staffing changes since the development of the last 5-year Con Plan. While positions were filled there were significant periods of time several when they sat vacate. These changes did impede the progress the City had anticipated making with CDBG funds.

Over the past 5 years the City has successfully implemented a number of improvements and programs that have assisted Biddeford's low to moderate income population and the City as a whole. Additionally, the City has been able to improve streets and sidewalks in low to moderate income neighborhoods when they would likely remain in poor condition; continued funding restraints have led the City to make difficult decisions as far as priority investments in the community are concerned. CDBG funding, especially for public improvements, have lessened that issue to a great extent.

The City will continue to work diligently to demonstrate an even higher level of achievement over the next five years and greater investment by citizens.

4. Summary of citizen participation process and consultation process

The Citizen Participation Plan creates opportunities for residents to take part in the planning, development, and implementation of CDBG plans. The Citizens' Advisory Committee, appointed by City Council, assists city staff in implementing the consolidated plan, its programs, and ongoing evaluation of the plan's successes, failures, and adjustments.

The City holds monthly CAC meetings and has advertised public hearings to receive input on CDBG plans. The first hearing for 2024-2028 Con Plan will be held on January 20, 2026, along with a public comment period from January 16th to February 17th. The second hearing will be held on February 17, 2026.

Under the direction of the City's Director of Planning and Development, the CD Manager directs and coordinates all activities of the CAC. The CD Manager is the contact point for various non-profits (including philanthropic organizations), public housing authorities, businesses, and residents of assisted housing developments, social services (including faith-based organizations) and any population that would be eligible for CDBG funding.

The CAC provides comments and/or recommendations in areas such as assessment of needs, reviewing potential projects, and accepting community input and keeping the citizenry informed.

The CAC is designed and operated to provide outreach to local (and regional when appropriate) groups and citizens. Through Seeds of Hope and its Homeless Task Force, the City participates with various service and non-profit organizations focused specifically on the social welfare and housing needs of our low and very low-income individuals, and their families, where appropriate. The City participates in the State's Continuum of Care, convened by MaineHousing, as well as the Statewide Homeless Council and Region 1 Homeless Council. During the program year, the state's Homeless Response Hub system launched, and Biddeford is an active participant in the Region 1 (York County) Hub, which will focus on regional approaches to addressing homelessness and housing insecurity. Biddeford Ready represents a broad coalition of local and regional organizations focused on outreach to families and their children, with a focus on school readiness for children birth to 5. The Police Department has continued to increase staff who specifically work with vulnerable populations, particularly those experiencing homelessness/housing insecurity and those with substance use disorders. The CD Manager utilizes this network, in total, to reach out to the population (including the immigrant population) as a whole.

The City consults with these relevant parties to share resources, assess needs, and further refine strategies to achieve CDBG goals. A detailed account of these parties can be found in AP-10.

5. Summary of public comments

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

7. Summary

The City of Biddeford is considered an entitlement community and receives funding from the U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) program. In FY24, which is the first year of the 2024-2028 Five Year Consolidated Plan, Biddeford will receive \$393,621 that will be utilized primarily to benefit low-to-moderate income individuals as discussed above.

The Process

PR-05 Lead & Responsible Agencies 24 CFR 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BIDDEFORD	
CDBG Administrator	BIDDEFORD	Department of Economic & Community Development

Table 1 – Responsible Agencies

Narrative

The City of Biddeford and Biddeford's Economic and Community Development Department, comprised of the Director, Planner Economic Development Coordinator and Community Development (CD) Manager, continues to serve as the lead agency and staff for the Consolidated Plan and Annual Action Plan process and implementation. The Department collaborates with City Departments, the Citizens Advisory Committee (CAC), organizations, agencies and citizens, to receive input, develop, and implement the Plan. The Department is responsible for keeping the City informed as to process, project progress and any additional funding and collaborative opportunities. The Department will continue to be responsible for all regulatory compliance, documentation and training under the Entitlement Program with the U.S. Department of Housing and Urban Development. The CD Manager will continue to recruit and work with the City's CAC, with full support from the City. The CD Manager will coordinate for the Economic and Community Development Department the projects and activities included in the Plans. The CD Manager will coordinate all aspects of the process with Public Works, Engineering and any other departments that will implement construction projects, and will work with City staff for planning and administrative activities. Regarding social services, a number of the non profits are already well coordinated with the City's Entitlement Program and neighborhood revitalization efforts. The CD Manager will work closely with any new programs to ensure adherence to all local and federal processes, policies and regulations. The CD Manager is responsible for the timely monitoring of all programs and review of bid specs, contracts, etc.

Consolidated Plan Public Contact Information

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PR-10 Consultation – 91.100, 91.110, 91.200(b), 91.300(b), 91.215(I) and 91.315(I)

1. Introduction

The City of Biddeford continues to use a network system to consult with numerous stakeholders. Early consultations include bordering jurisdictions, such as the Town of Kennebunkport, Dayton, Arundel, Lyman, and City of Saco. The Southern Maine Regional Planning Commission is consulted with on early versions of the Plan. Due to staff and funding limitations, consultations are conducted with City Staff who are members of larger regional and State organizations. The Biddeford City Planner is relied upon to keep the CD Manager informed as to any opportunities to partner or developments with other regional plans and projects. Partnerships with the Biddeford Housing Authority and the Biddeford Area Resource Group and Community Partners for Protecting Children, which are contact networks for social services in the area, provide the CD Manager with "eyes and ears" on the street for projects benefiting LMI citizens that might be overlooked. The City also expanded its consultations to include GWI which is a local Internet provider for a consultation regarding fiber optic and Internet access for Biddeford citizens, and the Coastal Healthy Communities Coalition that keeps the City informed as to its lead-based paint and other health issues. The coalition is part of the University of New England's medical program outreaching into the community. This consultation along with the State's lead prevention program yielded updated information as to the lead-based paint issues in Biddeford. Numerous organizations including the Sexual Assault Response Services for Southern Maine, the City's Opiate Prevention Program, Age Friendly Program, and school system, provided information from senior needs to homeless youth, to assist in the development of this plan.

Please see the responses below and the table in the appendix that captures the City's efforts to consult with the required agencies.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

As required by the regulations, the City consulted with a wide range of public and private entities that provide housing, health services, and social services. City staff participate in a wide array of working groups specifically created to enhance the coordination and collaboration efforts of government entities, non-profit agencies, and other service providers. The overarching goal of these working groups is to identify gaps in services and work on solutions to address the needs of the individuals falling into these gaps.

The City of Biddeford continues to work to strengthen its network through the City's Health and Welfare Department, the Biddeford Housing Authority, and the service agencies it funds through its Entitlement Program. Under the direction of the CD Manager, these entities are encouraged to link housing, public

services and work/training programs that create a strong network to support Biddeford's LMI population. A person can be assisted through the City's Health and Welfare Department to connect with a public service funded by CDBG which can include a career center for work place readiness, senior meal assistance, financial budgeting assistance, youth programs, and housing assistance. The City found this year that the need for more enhanced coordination is necessary and implemented the development of identified neighborhoods and contacts to hold meetings and identify specific housing and program needs to be referred to the Citizens Advisory Committee.

Additionally, data for housing trends, capital needs, and future plans was obtained from MaineState Housing Authority and Biddeford Housing Authority.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

There has been a significant rise in homeless persons since the Covid-19 pandemic which has brought the growing issue of addressing the needs of the unhoused to a critical point. This forced more coordination, collaboration, and communication amongst City staff, the CoC, emergency shelters, and service providers. There are a number of working groups that meet on a weekly, monthly, and quarterly basis specifically to target the needs of homeless persons through Biddeford. The common goals of these working groups is to prevent individuals from entering homelessness, provide adequate services to individuals currently experience homelessness, and obtain permanent housing, with the appropriate level of supportive services, for individuals exiting homelessness.

The City's Health and Welfare Department provides data for the Plan regarding homeless persons including the chronically homeless, individuals and families, families with children, veterans, and unaccompanied youth.

The City also coordinated with the State's Continuum of Care (see narrative below). The following is a summary of assistance available:

City of Biddeford Health and Welfare Department

The department offers assistance to find shelter and provide access to programs and services for homeless and near homeless individuals and families.

Biddeford Housing Authority

Biddeford has a Section 8 Voucher Program whereby low to moderate income persons receive rental assistance in apartments scattered throughout the community. The Biddeford Housing Authority also assists clients with HUD and other housing programs.

The following is a summary listing of additional housing and program services in Biddeford, as well as those offered through cooperative regional agencies.

Homeless Shelters

York County Shelter Programs, Inc. - Alfred, Maine

63 - bed facility serving both individuals and families

Emergency Extended Shelter

While individuals are awaiting placement in an appropriate transitional or independent living program, counseling, case management and other self-help services are available. During their stay clients have access to housing, independent living skills, remedial education, vocational training, intensive case management, medical and other necessary services.

Transitional/Permanent Housing

There are several facilities in Biddeford that provide transitional/supportive housing for persons with special needs, i.e. those suffering from mental illness and/or substance abuse. These facilities are owned and/or managed by area non-profit agencies that assist persons with special needs, e.g. Counseling Services, Inc., Community Living Options, Shalom House and Maine Way, Inc.

These and other agencies operate 9 such facilities in the City encompassing 85 units/beds. The facilities are a combination of single and multifamily residential properties that are situated in neighborhoods throughout the City.

In addition, there are several other facilities in nearby communities such as Saco and Old Orchard Beach which also provide housing and services to special needs populations, e.g. The Milestone Foundation in Old Orchard Beach operates a 20-bed facility that provides services and shelter to persons with substance abuse problems.

Within Biddeford are approximately seven soup kitchens and pantries, and a variety of clinics, churches, childcare services, furniture and clothing banks, as well as several satellite outreach services.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

The City of Biddeford is not a recipient of ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	MAINE STATE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Continuum of Care
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	MaineHousing was consulted to gather data on housing and homelessness needs around the state and particularly in Biddeford. MaineHousing gathered needs assessment information from various methods, including focus groups working with individuals who are at risk of homelessness, experiencing homelessness, and hard to house populations.
2	Agency/Group/Organization	Biddeford Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Biddeford Housing Authority and City staff regularly discuss housing strategies and housing needs as well as BHA's future development plans.
3	Agency/Group/Organization	SOUTHERN MAINE AGENCY ON AGING
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	SMAA organizes services for the elders of Biddeford and has provided the City with its assessments of the emerging needs as identified in its assessment.
4	Agency/Group/Organization	Sanford Vet Center
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Biddeford has an ongoing relationship with the Vet Center and works in coordination with its staff to reach out to Biddeford's homeless veterans and provide resources and assistance with its mobile unit.
5	Agency/Group/Organization	Biddeford Saco Area Economic Development Corporation
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The Biddeford Saco Economic Development Corporation collaborates with the City to continue efforts to address code issues, health, and safety concerns to enhance economic development, business attraction, and job retention. A significant issue involving the homeless population has been raised.
6	Agency/Group/Organization	Maine Centers for Disease Control - Department of Health and Human Services
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This consultation was conducted online since all of the CDDC's data and reports are online and the City was directed to this information. This led to coordinating with the Coastal Healthy Communities Coalition who conducts the lead-based paint education programs in the area and will be directing HUB at 49 Sullivan Street with these and other health-oriented programs.
7	Agency/Group/Organization	Biddeford School Department
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	The School Department was consulted in a meeting with several area homeless youth providers and local organizations. The school department was able to provide data on Biddeford's homeless youths numbers. It was decided that further coordination could be conducted and a resource list for youths who are homeless in the future.
8	Agency/Group/Organization	GWJ
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	City staff collaborates with GWJ to identify the impact of broadband access being provided to LMI persons utilizing CDBG funds.
9	Agency/Group/Organization	SEXUAL ASSAULT RESPONSE SERVICES OF SOUTHERN MAINE
	Agency/Group/Organization Type	Services - Victims
	What section of the Plan was addressed by Consultation?	Victim Recovery & Prevention of Sexual Assault/ Abuse

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	This organization is housed at the Biddeford Support Services Center at the Community Center and was consulted as to the number of Biddeford citizens seeking help and if the numbers are decreasing. The organization coordinates with the City and also provides support and educational groups.
10	Agency/Group/Organization	Coastal Healthy Communities Coalition
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	CHHC contracts with the City's lead-based paint program to provide education to LMI families regarding prevention efforts.

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	MaineHousing Authority	The City's Strategic Plan goals overlap with the State's Continuum of Care goals in the social service section, homeless, and non-homeless special needs sections.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(I))

The City of Biddeford looks for coordinating opportunities whenever possible to implement its Consolidated Plan. The City Planner and Director of the Biddeford Housing Authority participate in regional efforts through various State and adjacent local government entities. The City also partners with the Biddeford Housing Authority and any federal agencies for housing and infrastructure improvements.

PR-15 Citizen Participation – 91.105, 91.115, 91.200(c) and 91.300(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Biddeford uses a two-fold approach to citizen participation to establish its goals and actions for its Consolidated Plan and Annual Action Plans. It uses the standard method that it has been implemented over the past years of public hearings, informative media releases, and the CAC. The Citizens Participation Plan is closely followed by the City and provides a guide to ensure citizen input is sought at every opportunity. This year these standard participation methods included a call for projects through the City's Departments and the Biddeford Area Resource Group, and a focus group and meetings. Finally, two public hearings are publicized in the newspaper and on social media, including a 30-day comment period.

First Public Hearing: The first public hearing will be held on January 20, 2026 at City Hall. Notice of this public hearing was published in the Portland Press Herald on January 13, 2026.

Second Public Hearing: The second public hearing will be held on February 17, 2026 at City Hall. Notice of this public hearing will be published in the Portland Press Herald on January 6, 2026.

30-day comment period was held on: January 16, 2026 to February 17, 2026

Drafts of each Plan are made available at places where citizens know where to access them. These are at the Community Center, City Library, Planning & Development Department, and on the City's website, and/or available by request. The Community Development & Grants Manager is also available to answer citizens' questions, take input, and discuss goals and actions.

The CAC provides the Community Development & Grants Manager with information on LMI needs since the members either live in an LMI neighborhood, work with LMI persons, or are LMI themselves.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Ward meetings were held during the fall months of 2022. There were varying numbers of residents in attendance from each ward.	Residents noted they would like to see efforts to address affordable housing, improve neighborhood parks, and assist unhoused persons.	None	
2	Internet Outreach	Non-targeted/broad community Residents of Public and Assisted Housing	A two-phase survey was distributed via internet and hard copies at various public facilities. The first phase requested survey takers to prioritize goals. The second phase was a budget exercise to determine how the funds should be allocated among the project goals.	Almost two hundred responses were received which identified affordable housing, improved public facilities (including parks and green spaces), and assisting the unhoused as the priority goals.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Focus Groups	Non-targeted/broad community	Planning Department staff held several focus groups to obtain feedback on element for the City's Comprehensive Plan.	Notes were kept and incorporated into the draft Comp Plan which has assisted in the development of the City's Five-Year Consolidated Plan.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Internet Outreach	Non-targeted/broad community	A Comp Plan survey was distributed via mail and made available online. There were 1,212 responses providing input relating to school-age children and availability of resources; adequacy of access to public transit; availability of downtown public restrooms; quality of accessible parks and open spaces; availability of downtown parking; access to Wi-Fi; concerns for quality of housing vs. affordability of rentals and ownership; climate change solutions; and adequate accessibility to beaches.	The majority of responders did not have school-age children living with them; respondents overall did not feel there was adequate access to public transit in their neighborhoods; not enough public bathrooms downtown; not enough high quality parks/open spaces for younger children; less concern over quality of housing as affordability; overall adequate access to beaches.	None	

Table 4 – Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The City and the Biddeford Housing Authority (BHA) work in partnership to identify and assess the affordable housing needs for Biddeford and its LMI citizens. The primary source for housing information is the BHA since they keep updated lists, constantly monitor Biddeford's housing market, conduct needs studies, work with numerous social service entities, and stay informed as to regional and statewide housing trends. To date, the BHA continues to have a significant waiting period for its Section 8 vouchers. Affordable housing is the main issue for both renters and homebuyers. Another issue is the need for homeless and transitional housing. The City does not have a homeless shelter and houses homeless persons looking for shelter in County facilities outside the City or in hotels and motels. Many citizens are earning 30% of the median family income while they are spending 50 plus percent on housing. The new AI reinforced these issues and will be used as a reference in the preceding housing needs sections.

Besides housing, there is still an equal need for infrastructure, particularly sidewalk construction and reconstruction in the LMI Census tracts in the downtown. Many LMI, including disabled citizens, access the downtown by walking. Many of the sidewalks still are badly deteriorated with poor lighting, and difficult to maneuver with a cane or wheelchair. Public facilities was considered a priority that would go under Infrastructure projects. Public facility projects could include, acquisition, demolition, design, engineering, and development of parks and green space for the dense downtown area with many multi-unit apartment buildings.

Social services were considered another priority including the needs for senior, job seeking adults, those needing financial management services, and youth programs that mentor and teach life and work skills. The Biddeford Resource Group, the City's Health and Welfare Department, the Age Friendly Committee, the Citizens Advisory Committee, and the various nonprofits helped identify and develop programming needs.

Lastly, Administration was deemed necessary for funding in order to keep all aspects of the CDBG Program running smoothly and compliant.

All of these activities connect to housing and work issues that are necessary for Biddeford residents in order to obtain and keep stable housing and create suitable living environments.

NA-10 Housing Needs Assessment - 24 CFR 91.205 (a,b,c)

Summary of Housing Needs

Demographics	Base Year: 2009	Most Recent Year: 2020	% Change
Population	21,290	21,500	1%
Households	8,485	9,430	11%
Median Income	\$46,940.00	\$54,915.00	17%

Table 5 - Housing Needs Assessment Demographics

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Number of Households Table

	0-30% HAMFI	>30-50% HAMFI	>50-80% HAMFI	>80-100% HAMFI	>100% HAMFI
Total Households	1,110	1,640	1,785	1,350	3,540
Small Family Households	260	600	515	305	1,985
Large Family Households	0	25	10	45	105
Household contains at least one person 62-74 years of age	220	330	400	200	765
Household contains at least one person age 75 or older	210	260	260	105	165
Households with one or more children 6 years old or younger	95	119	339	135	295

Table 6 - Total Households Table

Data Source: 2016-2020 CHAS

Housing Needs Summary Tables

1. Housing Problems (Households with one of the listed needs)

	Renter					Owner				
	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total	0-30% AMI	>30- 50% AMI	>50- 80% AMI	>80- 100% AMI	Total
NUMBER OF HOUSEHOLDS										
Substandard Housing - Lacking complete plumbing or kitchen facilities	0	0	0	0	0	0	0	0	0	0
Severely Overcrowded - With >1.51 people per room (and complete kitchen and plumbing)	0	0	0	4	4	0	0	0	0	0
Overcrowded - With 1.01-1.5 people per room (and none of the above problems)	0	45	0	0	45	0	0	0	4	4
Housing cost burden greater than 50% of income (and none of the above problems)	675	280	10	0	965	95	165	85	50	395

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Housing cost burden greater than 30% of income (and none of the above problems)	15	625	405	30	1,075	40	95	220	250	605
Zero/negative Income (and none of the above problems)	0	0	0	0	0	0	0	0	0	0

Table 7 – Housing Problems Table

Data 2016-2020 CHAS
Source:

2. Housing Problems 2 (Households with one or more Severe Housing Problems: Lacks kitchen or complete plumbing, severe overcrowding, severe cost burden)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Having 1 or more of four housing problems	675	325	10	4	1,014	95	165	85	55	400
Having none of four housing problems	285	860	1,155	795	3,095	55	295	535	500	1,385
Household has negative income, but none of the other housing problems	0	0	0	0	0	0	0	0	0	0

Table 8 – Housing Problems 2

Data 2016-2020 CHAS
Source:

3. Cost Burden > 30%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	225	470	60	755	0	4	110	114
Large Related	0	0	0	0	0	0	0	0
Elderly	115	150	65	330	114	185	115	414
Other	350	300	295	945	15	75	80	170
Total need by income	690	920	420	2,030	129	264	305	698

Table 9 – Cost Burden > 30%

Data 2016-2020 CHAS
Source:

4. Cost Burden > 50%

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
NUMBER OF HOUSEHOLDS								
Small Related	0	0	60	60	0	0	0	0
Large Related	0	0	0	0	0	0	0	0
Elderly	100	75	0	175	75	110	30	215
Other	0	350	145	495	15	0	0	15
Total need by income	100	425	205	730	90	110	30	230

Table 10 – Cost Burden > 50%

Data 2016-2020 CHAS
Source:

5. Crowding (More than one person per room)

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
NUMBER OF HOUSEHOLDS										
Single family households	0	45	0	4	49	0	0	0	4	4

	Renter					Owner				
	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	>80-100% AMI	Total
Multiple, unrelated family households	0	0	0	0	0	0	0	0	0	0
Other, non-family households	0	0	0	0	0	0	0	0	0	0
Total need by income	0	45	0	4	49	0	0	0	4	4

Table 11 – Crowding Information – 1/2

Data Source: 2016-2020 CHAS

	Renter				Owner			
	0-30% AMI	>30-50% AMI	>50-80% AMI	Total	0-30% AMI	>30-50% AMI	>50-80% AMI	Total
Households with Children Present	0	0	0	0	0	0	0	0

Table 12 – Crowding Information – 2/2

Data Source: Comments:

What are the most common housing problems?

The most common housing problem for renters and homebuyers remains affordability. There are many persons in the City who are carrying a housing burden that is greater than 50% of their family income. Almost three-quarters of households do not have the income to afford to purchase a median-priced home. This is evident from the charts presented in this section and from the City's AI. The housing burden is especially difficult for people on fixed incomes which include seniors, the disabled, and single female head of households. This is followed closely by problems with substandard housing throughout the downtown area. The oldest housing in Biddeford is located in the downtown LMI Census tracts. In addition, the City's population is expected to increase and with this there will be a demand for housing. Supply for even a family of 2.37 persons may not be sufficient in the coming decade. Since the Portland housing market is growing more costly, the demand for affordable housing in Biddeford will increase.

Are any populations/household types more affected than others by these problems?

According to the Biddeford Housing Authority and the data provided in this plan, the population most affected by the previously stated housing problems continues to be single female head of households, specifically renting households, and homeless and/or those in transition from homelessness. These

households continue to be in need of short-term housing assistance, daycare, work opportunities, and a more coordinated social service network. These families may be relocating due to family issues including divorce, abandonment, and violence and are in need of immediate housing. Shelters are often at capacity including those protecting women from violence. These heads of household and those in transition from homelessness are not only in need of housing but workforce training, job opportunities, and daycare, in order to support their families. Looking for inexpensive housing can force these families into substandard housing in neighborhoods with negative activities.

Describe the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered 91.205(c)/91.305(c)). Also discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance

Low-income individuals including single female head of households, seniors and the disabled who are renting, continue to be under tremendous housing burdens. Particularly at risk are those who are paying greater than 30 to 50% of their income for rent. In Biddeford, these populations are often paying 50% or more of their income for rent, making food, clothing and other necessities nearly impossible for them and their families. Due to the cost demands of their housing they are under imminent risk of becoming homeless and a number of social services providing food, clothing, and other items for daily living fill the gap in their budgets. These social service entities are under a growing burden to provide for more families as the economic burden becomes heavier on Biddeford's poorest. Another characteristic of Biddeford's most needy populations for housing is that they can only afford housing in the worst neighborhoods where crime and violence are issues. Many of these families work constantly and so young children are left in the hands of older siblings or to fend for themselves. Homeless families and individuals may be receiving rapid re-housing assistance work with the York County Shelter Programs, a regional homeless entity for the City. The need for these individuals and families is transitional housing, the next step in leaving homelessness. The City does not have a homeless shelter but relies on the York County Shelter for those seeking emergency housing. The City is working to establish more permanent homeless housing beyond existing housing that is short term.

Specify particular housing characteristics that have been linked with instability and an increased risk of homelessness

Housing characteristics in Biddeford that are linked to instability and an increased risk of homelessness continue to include substandard housing in the LMI Census tracts. This housing is located within the downtown core, and it is within walking distance to social services and programs for LMI persons. However, these areas can contain housing that is owned by an absentee landlord that is not responsive as to tenant needs. These areas can also contain higher rates of negative activities and violence. These buildings can be shut down by Code or foreclosure can occur and tenants forced to leave or become homeless.

NA-15 Disproportionately Greater Need: Housing Problems – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	960	115	39
White	725	115	39
Black / African American	70	0	0
Asian	0	0	0
American Indian, Alaska Native	30	0	0
Pacific Islander	0	0	0
Hispanic	120	0	0

Table 13 - Disproportionally Greater Need 0 - 30% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

30%-50% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	920	220	0
White	875	220	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	35	0	0

Table 14 - Disproportionally Greater Need 30 - 50% AMI

Data 2016-2020 CHAS

Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

50%-80% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	895	760	0
White	815	675	0
Black / African American	25	0	0
Asian	30	15	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	65	0

Table 15 - Disproportionally Greater Need 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities,
2. Lacks complete plumbing facilities,
3. More than one person per room,
4. Cost Burden greater than 30%

80%-100% of Area Median Income

Housing Problems	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	235	740	0
White	225	620	0
Black / African American	0	35	0
Asian	10	60	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	0	25	0

Table 16 - Disproportionally Greater Need 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than one person per room, 4. Cost Burden greater than 30%

Discussion

NA-20 Disproportionately Greater Need: Severe Housing Problems – 91.205

(b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction

0%-30% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	870	200	39
White	640	200	39
Black / African American	70	0	0
Asian	0	0	0
American Indian, Alaska Native	30	0	0
Pacific Islander	0	0	0
Hispanic	120	0	0

Table 17 – Severe Housing Problems 0 - 30% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

30%-50% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	290	845	0
White	280	810	0
Black / African American	0	0	0
Asian	0	0	0
American Indian, Alaska Native	10	0	0
Pacific Islander	0	0	0
Hispanic	0	35	0

Table 18 – Severe Housing Problems 30 - 50% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

50%-80% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	125	1,520	0
White	100	1,385	0
Black / African American	25	0	0
Asian	0	50	0
American Indian, Alaska Native	0	0	0
Pacific Islander	0	0	0
Hispanic	0	65	0

Table 19 – Severe Housing Problems 50 - 80% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

80%-100% of Area Median Income

Severe Housing Problems*	Has one or more of four housing problems	Has none of the four housing problems	Household has no/negative income, but none of the other housing problems
Jurisdiction as a whole	65	915	0
White	60	785	0
Black / African American	0	35	0
Asian	4	64	0
American Indian, Alaska Native	0	4	0
Pacific Islander	0	0	0
Hispanic	0	25	0

Table 20 – Severe Housing Problems 80 - 100% AMI

Data 2016-2020 CHAS
Source:

*The four severe housing problems are:

1. Lacks complete kitchen facilities, 2. Lacks complete plumbing facilities, 3. More than 1.5 persons per room, 4. Cost Burden over 50%

NA-25 Disproportionately Greater Need: Housing Cost Burdens – 91.205 (b)(2)

Assess the need of any racial or ethnic group that has disproportionately greater need in comparison to the needs of that category of need as a whole.

Introduction:

Housing Cost Burden

Housing Cost Burden	<=30%	30-50%	>50%	No / negative income (not computed)
Jurisdiction as a whole	5,225	1,965	1,310	40
White	4,795	1,860	1,090	39
Black / African American	60	0	70	0
Asian	175	34	0	0
American Indian, Alaska Native	4	10	30	0
Pacific Islander	0	0	0	0
Hispanic	110	35	120	0

Table 21 – Greater Need: Housing Cost Burdens AMI

Data 2016-2020 CHAS
Source:

Discussion:

NA-35 Public Housing – 91.205(b)

Introduction

Totals in Use

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers in use	0	0	0	309	0	309	0	0	0

Table 22 - Public Housing by Program Type

*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition

Data Source: PIC (PIH Information Center)

Characteristics of Residents

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	
Average Annual Income	0	0	0	11,442	0	11,442	0		0
Average length of stay	0	0	0	6	0	6	0		0
Average Household size	0	0	0	1	0	1	0		0
# Homeless at admission	0	0	0	0	0	0	0		0

Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers				
				Total	Project - based	Tenant - based	Special Purpose Voucher	
							Veterans Affairs Supportive Housing	Family Unification Program
# of Elderly Program Participants (>62)	0	0	0	70	0	70	0	0
# of Disabled Families	0	0	0	155	0	155	0	0
# of Families requesting accessibility features	0	0	0	309	0	309	0	0
# of HIV/AIDS program participants	0	0	0	0	0	0	0	0
# of DV victims	0	0	0	0	0	0	0	0

Table 23 – Characteristics of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Race of Residents

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project - based	Tenant - based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
White	0	0	0	303	0	303	0	0	0
Black/African American	0	0	0	5	0	5	0	0	0
Asian	0	0	0	0	0	0	0	0	0

Program Type									
Race	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
American Indian/Alaska Native	0	0	0	1	0	1	0	0	0
Pacific Islander	0	0	0	0	0	0	0	0	0
Other	0	0	0	0	0	0	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 24 – Race of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

Ethnicity of Residents

Program Type									
Ethnicity	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
Hispanic	0	0	0	5	0	5	0	0	0
Not Hispanic	0	0	0	304	0	304	0	0	0
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 25 – Ethnicity of Public Housing Residents by Program Type

Data Source: PIC (PIH Information Center)

MA-10 Number of Housing Units – 91.210(a)&(b)(2)

Introduction

All residential properties by number of units

Property Type	Number	%
1-unit detached structure	4,665	44%
1-unit, attached structure	205	2%
2-4 units	3,050	29%
5-19 units	1,725	16%
20 or more units	760	7%
Mobile Home, boat, RV, van, etc	170	2%
Total	10,575	100%

Table 26 – Residential Properties by Unit Number

Data Source: 2016-2020 ACS

Unit Size by Tenure

	Owners		Renters	
	Number	%	Number	%
No bedroom	0	0%	140	3%
1 bedroom	90	2%	1,295	26%
2 bedrooms	1,170	26%	2,270	46%
3 or more bedrooms	3,255	72%	1,220	25%
Total	4,515	100%	4,925	100%

Table 27 – Unit Size by Tenure

Data Source: 2016-2020 ACS

MA-15 Housing Market Analysis: Cost of Housing - 91.210(a)

Introduction

Cost of Housing

	Base Year: 2009	Most Recent Year: 2020	% Change
Median Home Value	207,000	260,500	26%
Median Contract Rent	806	901	12%

Table 28 – Cost of Housing

Data Source: 2000 Census (Base Year), 2016-2020 ACS (Most Recent Year)

Rent Paid	Number	%
Less than \$500	710	14.4%
\$500-999	2,450	49.8%
\$1,000-1,499	1,590	32.3%
\$1,500-1,999	60	1.2%
\$2,000 or more	115	2.3%
Total	4,925	100.1%

Table 29 - Rent Paid

Data Source: 2016-2020 ACS

Housing Affordability

Number of Units affordable to Households earning	Renter	Owner
30% HAMFI	375	No Data
50% HAMFI	1,150	250
80% HAMFI	3,340	880
100% HAMFI	No Data	1,540
Total	4,865	2,670

Table 30 – Housing Affordability

Data Source: 2016-2020 CHAS

Monthly Rent

Monthly Rent (\$)	Efficiency (no bedroom)	1 Bedroom	2 Bedroom	3 Bedroom	4 Bedroom
Fair Market Rent					
High HOME Rent					
Low HOME Rent					

Table 31 – Monthly Rent

Data Source: HUD FMR and HOME Rents

MA-20 Housing Market Analysis: Condition of Housing – 91.210(a)

Introduction

Describe the jurisdiction's definition of "standard condition" and "substandard condition but suitable for rehabilitation":

Condition of Units

Condition of Units	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
With one selected Condition	1,250	28%	2,075	42%
With two selected Conditions	0	0%	20	0%
With three selected Conditions	0	0%	0	0%
With four selected Conditions	0	0%	0	0%
No selected Conditions	3,260	72%	2,825	57%
Total	4,510	100%	4,920	99%

Table 32 - Condition of Units

Data Source: 2016-2020 ACS

Year Unit Built

Year Unit Built	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
2000 or later	715	16%	255	5%
1980-1999	880	20%	870	18%
1950-1979	1,305	29%	1,465	30%
Before 1950	1,610	36%	2,335	47%
Total	4,510	101%	4,925	100%

Table 33 – Year Unit Built

Data Source: 2016-2020 CHAS

Risk of Lead-Based Paint Hazard

Risk of Lead-Based Paint Hazard	Owner-Occupied		Renter-Occupied	
	Number	%	Number	%
Total Number of Units Built Before 1980	2,915	65%	3,800	77%
Housing Units build before 1980 with children present	360	8%	130	3%

Table 34 – Risk of Lead-Based Paint

Data Source: 2016-2020 ACS (Total Units) 2016-2020 CHAS (Units with Children present)

MA-25 Public and Assisted Housing – 91.210(b)

Introduction

Totals Number of Units

	Program Type								
	Certificate	Mod-Rehab	Public Housing	Vouchers					
				Total	Project -based	Tenant -based	Special Purpose Voucher		
							Veterans Affairs Supportive Housing	Family Unification Program	Disabled *
# of units vouchers available				118			0	0	0
# of accessible units									
*includes Non-Elderly Disabled, Mainstream One-Year, Mainstream Five-year, and Nursing Home Transition									

Table 35 – Total Number of Units by Program Type

Data Source: PIC (PIH Information Center)

MA-45 Non-Housing Community Development Assets – 91.215 (f)

Introduction

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	28	25	0	0	0
Arts, Entertainment, Accommodations	1,224	1,124	13	11	-2
Construction	512	441	5	4	-1
Education and Health Care Services	2,217	3,008	23	30	7
Finance, Insurance, and Real Estate	643	320	7	3	-4
Information	157	236	2	2	1
Manufacturing	1,115	1,571	12	16	4
Other Services	302	356	3	4	0
Professional, Scientific, Management Services	681	340	7	3	-4
Public Administration	0	0	0	0	0
Retail Trade	1,530	1,923	16	19	3
Transportation and Warehousing	281	105	3	1	-2
Wholesale Trade	344	120	4	1	-2
Total	9,034	9,569	--	--	--

Table 36 - Business Activity

Data Source: 2016-2020 ACS (Workers), 2020 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	12,735
Civilian Employed Population 16 years and over	12,165
Unemployment Rate	4.51
Unemployment Rate for Ages 16-24	13.97
Unemployment Rate for Ages 25-65	3.32

Table 37 - Labor Force

Data Source: 2016-2020 ACS

Occupations by Sector	Number of People
Management, business and financial	2,535
Farming, fisheries and forestry occupations	650
Service	1,430
Sales and office	3,205
Construction, extraction, maintenance and repair	995
Production, transportation and material moving	570

Table 38 – Occupations by Sector

Data Source: 2016-2020 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	7,524	66%
30-59 Minutes	3,314	29%
60 or More Minutes	518	5%
Total	11,356	100%

Table 39 - Travel Time

Data Source: 2016-2020 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	280	25	165

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
High school graduate (includes equivalency)	2,405	215	845
Some college or Associate's degree	3,210	80	835
Bachelor's degree or higher	3,020	60	385

Table 40 - Educational Attainment by Employment Status

Data Source: 2016-2020 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	0	0	45	70	360
9th to 12th grade, no diploma	310	109	110	124	300
High school graduate, GED, or alternative	940	910	665	1,890	1,340
Some college, no degree	1,435	1,255	530	885	580
Associate's degree	105	530	320	610	350
Bachelor's degree	360	1,010	525	945	325
Graduate or professional degree	0	235	470	320	405

Table 41 - Educational Attainment by Age

Data Source: 2016-2020 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	20,315
High school graduate (includes equivalency)	28,971
Some college or Associate's degree	36,447
Bachelor's degree	44,194
Graduate or professional degree	73,185

Table 42 – Median Earnings in the Past 12 Months

Data Source: 2016-2020 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

Describe the workforce and infrastructure needs of the business community:

SP-25 Priority Needs - 91.215(a)(2)

Priority Needs

Table 43 – Priority Needs Summary

1	Priority Need Name	Social Services
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	Social Services

	Description	Populations in need, both homeless and non-homeless, have been at the forefront of community discussions and addressing issues related to these marginalized populations has been identified as a priority. Area service providers are often limited by financial constraints and the Community Development department will continue to collaborate with these providers to work towards solutions and offer financial support when it is feasible.
	Basis for Relative Priority	Based on community conversations, community feedback, data, and analysis, we know that the community as a whole is very concerned about at-risk LMI individuals and families and marginalized populations in the City. These communities will continue to be supported by the City's CDBG program as is feasible.
2	Priority Need Name	Affordable Housing
	Priority Level	High
	Population	Extremely Low Low Moderate Middle Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence

	Geographic Areas Affected	CITYWIDE
	Associated Goals	Affordable Housing
	Description	Maintain and add safe and affordable housing for extremely low-to-moderate income individuals and families including public housing residents, the homeless population, and multifamily housing.
	Basis for Relative Priority	The need to add and maintain affordable, quality housing has been discussed in great length and identified as a priority by residents, community leaders and service providers.
3	Priority Need Name	Public Facilities & Infrastructure
	Priority Level	Low

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	Public Facilities & Infrastructure
	Description	The need for street, sidewalk, and other infrastructure improvements as well as public parks, playgrounds, and other public facility improvements are consistently identified by community leaders and citizens alike. The City's CDBG will assist with infrastructure and public facility improvements when practical and when there can be a benefit to LMI communities in the City.
	Basis for Relative Priority	

4	Priority Need Name	Planning and Administration
	Priority Level	Low
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Rural Chronic Homelessness Individuals Families with Children Mentally Ill Chronic Substance Abuse veterans Persons with HIV/AIDS Victims of Domestic Violence Unaccompanied Youth Elderly Frail Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities Persons with Alcohol or Other Addictions Persons with HIV/AIDS and their Families Victims of Domestic Violence Non-housing Community Development
	Geographic Areas Affected	CITYWIDE
	Associated Goals	
	Description	Robust and effective planning and administration of funding sources are imperative to successfully meeting other priorities identified in this plan. Ensuring that our HUD-funded programs align and complements other efforts that benefit the target population will be a priority over the next five years.

	Basis for Relative Priority	Planning and communicating with various city departments, service providers, and area organizations to deliver high-quality services to the LMI community in Bangor is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.
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Narrative (Optional)

Biddeford's CDBG program will work city-wide, particularly in low-to-moderate income Census Block Groups, to carry out eligible projects. Priority needs include affordable housing, social services, public facility and infrastructure improvements, and prevent and respond to the COVID-19 pandemic as necessary.

SP-35 Anticipated Resources - 91.215(a)(4), 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	393,621	0	288,914	682,535	1,574,484	The City will expend all Entitlement CDBG funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	35,885	0	0	35,885	0	CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus.

Table 44 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program requires a 10% match from the property owner, and can be used on 2- to 10-unit residential buildings. The MaineHousing Community Solutions Grant provides CDBG matching funds of up to \$300,000 for housing rehabilitation projects in the target area for the same 3 years.

Private match investment in housing rehabilitation through these programs to date is nearly \$65,000.

The City's Housing Rehab Director manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publically owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publically owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

SP-45 Goals Summary – 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development		Social Services	CDBG: \$295,215	
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless		Affordable Housing	CDBG: \$600,000	
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development		Public Facilities & Infrastructure	CDBG: \$295,215 CDBG-CV: \$35,885	
4	Planning and Administration	2024	2028	Planning and Administration			CDBG: \$393,620	Other: 0 Other

Table 45 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Social Service agencies and two neighborhood hotspots with the maximum 15% of program funds (\$59,043) each year of the five-year Con Plan. The City will administer the Mission Hill Neighborhood Hotspot and Main Street Hotspot. Any remaining funds may be programmed for other social services depending on need. The remainder of the CDBG-CV funds will partially fund personnel costs associated with the community support program at Seeds of Hope.
2	Goal Name	Affordable Housing
	Goal Description	Maintain and add safe and affordable housing for extremely low-to-moderate income individuals and families including public housing residents, homeless population, and multifamily housing.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make improvements to its street/sidewalk/parks/gardens to enhance public safety and accessibility.
4	Goal Name	Planning and Administration
	Goal Description	Robust and effective planning and administration of funding sources are imperative to successfully meeting other priorities identified in this plan.

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	393,621.00	0.00	288,914.00	682,535.00	1,574,484.00	The City will expend all Entitlement CDBG funds.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	35,885.00	0.00	0.00	35,885.00	0.00	CDBG-CV funds to be used to prevent, prepare for and respond to the coronavirus.

Table 46 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program requires a 10% match from the property owner, and can be used on 2- to 10-unit residential buildings. The MaineHousing Community Solutions Grant provides CDBG matching funds of up to \$300,000 for housing rehabilitation projects in the target area for the same 3 years.

Private match investment in housing rehabilitation through these programs to date is nearly \$65,000.

The City's Housing Rehab Director manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG, Lead, and Maine Housing grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publicly owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publicly owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development		Social Services	CDBG: \$59,043.15	Public service activities other than Low/Moderate Income Housing Benefit: 1250 Persons Assisted
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless		Affordable Housing	CDBG: \$120,000.00	Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development		Public Facilities & Infrastructure	CDBG: \$424,768.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2050 Persons Assisted
4	Planning and Administration	2024	2028	Planning and Administration		Planning and Administration	CDBG: \$78,724.00	Other: 1 Other

Table 47 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Public Service agency and a neighborhood hotspot with the maximum 15% of program funds (\$59,043). The City will administer the Mission Hill Neighborhood hotspots. Any remaining funds may be programmed for other social services depending on need.
2	Goal Name	Affordable Housing
	Goal Description	Housing Rehabilitation will focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years, as well as emergency repair grants to LMI owner-occupied single-family homes.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make street/sidewalk/parks/gardens improvements to enhance public safety and public facilities improvements to benefit LMI areas.
4	Goal Name	Planning and Administration
	Goal Description	Planning and communicating with various city departments, service providers, and area organizations to deliver high quality services to the LMI community in Biddeford is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.

Projects

AP-35 Projects – 91.220(d)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Manager to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Projects

#	Project Name
1	Social Services
2	Affordable Housing
3	Public Facilities and Infrastructure
4	Planning & Administration

Table 48 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities are set by the Consolidated Plan and the public process through the Citizens' Advisory Committee. A primary focus this year is on the chronically homeless. This population has been identified as having emerging needs and whose numbers are rapidly increasing alongside shortages of housing and supportive services. The City has worked with a consultant to identify gaps in housing needs and services as well as the need to engage coordinated efforts to address these issues on a county level.

AP-38 Project Summary
Project Summary Information

1	Project Name	Social Services
	Target Area	
	Goals Supported	Social Services
	Needs Addressed	Social Services
	Funding	CDBG: \$59,043.00
	Description	Biddeford will support at least one Public Service agency and one neighborhood hotspots with the maximum 15% of program funds (\$59,043.15). The City will administer the Mission Hill Hotspot. Any remaining funds may be programmed for other social services depending on need.
	Target Date	6/3/2025
	Estimate the number and type of families that will benefit from the proposed activities	It is anticipated approximately 1250 LMI households will benefit from these activities.
	Location Description	CDBG funded activities are primarily directed in the eligible census tracts (252.01 and 252.02).
	Planned Activities	The program budget of \$59,043 has not been entirely allocated to activities, however, \$2000 of that amount will be awarded to providing wifi hotspots to the Mission Hill neighborhood.
2	Project Name	Affordable Housing
	Target Area	
	Goals Supported	Affordable Housing
	Needs Addressed	Affordable Housing
	Funding	CDBG: \$120,000.00
	Description	Housing Rehabilitation will provide match funds to the City's lead hazard reduction program to focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years.
	Target Date	6/30/2025
	Estimate the number and type of families that will benefit from the proposed activities	The housing rehab program will offer grants to 2 owner-occupied units and 15 rental units occupied by households at or below 80% AMI via a 10-year deed restriction.

	Location Description	CDBG designated census tracts of 252.01 and 252.02 as a first priority. Citywide as a secondary geographic focus.
	Planned Activities	Rehabilitation forgivable loans for units in accordance with CDBG rules, and associated program delivery costs, following this priority list: 1. Owner-occupants of 2- to 7-unit residential rental properties; 2. Non-profit owners of 2- to 7-unit residential rental properties; and 3. Investor-owned 2- to 7-unit residential rental properties.
3	Project Name	Public Facilities and Infrastructure
	Target Area	
	Goals Supported	Public Facilities & Infrastructure
	Needs Addressed	Public Facilities & Infrastructure
	Funding	CDBG: \$424,768.00
	Description	The city will make improvements to City owned street/sidewalk/parks/gardens, as well as buildings open to the public, to enhance public safety and improve access.
	Target Date	6/3/2025
	Estimate the number and type of families that will benefit from the proposed activities	These improvements will benefit persons with disabilities citywide, a population of 1250 people, as well as targeted neighborhoods served by improved public buildings/parks/gardens/streets/sidewalks.
	Location Description	Public facilities throughout LMI target area.
	Planned Activities	Accessibility and public safety improvements to public facilities in LMI area. Specifically, ADA accessibility required improvements, and all age accessibility improvements were raised as priority needs.
4	Project Name	Planning & Administration
	Target Area	
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$78,724.00
	Description	Administration costs to administer the CDBG program.
	Target Date	6/30/2025

	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Provide administrative oversight and support administrative costs of the CDBG program.

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For owner-occupied, nonprofit-owned, and investor-owned 2- to 7-unit residential buildings, housing rehabilitation efforts are directed within the CDBG eligible census tracts as the first priority (with at least 51% LMI), with rehabilitation permitted outside of these tracts as a second priority. Social Service assistance is typically directed citywide, with presumed benefit clients or income certification to ensure service to at least 51% LMI beneficiaries. ADA and other public facilities improvements will also primarily be within the CDBG eligible census tracts, but the benefit will be for people citywide, including people with disabilities.

Geographic Distribution

Target Area	Percentage of Funds

Table 49 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

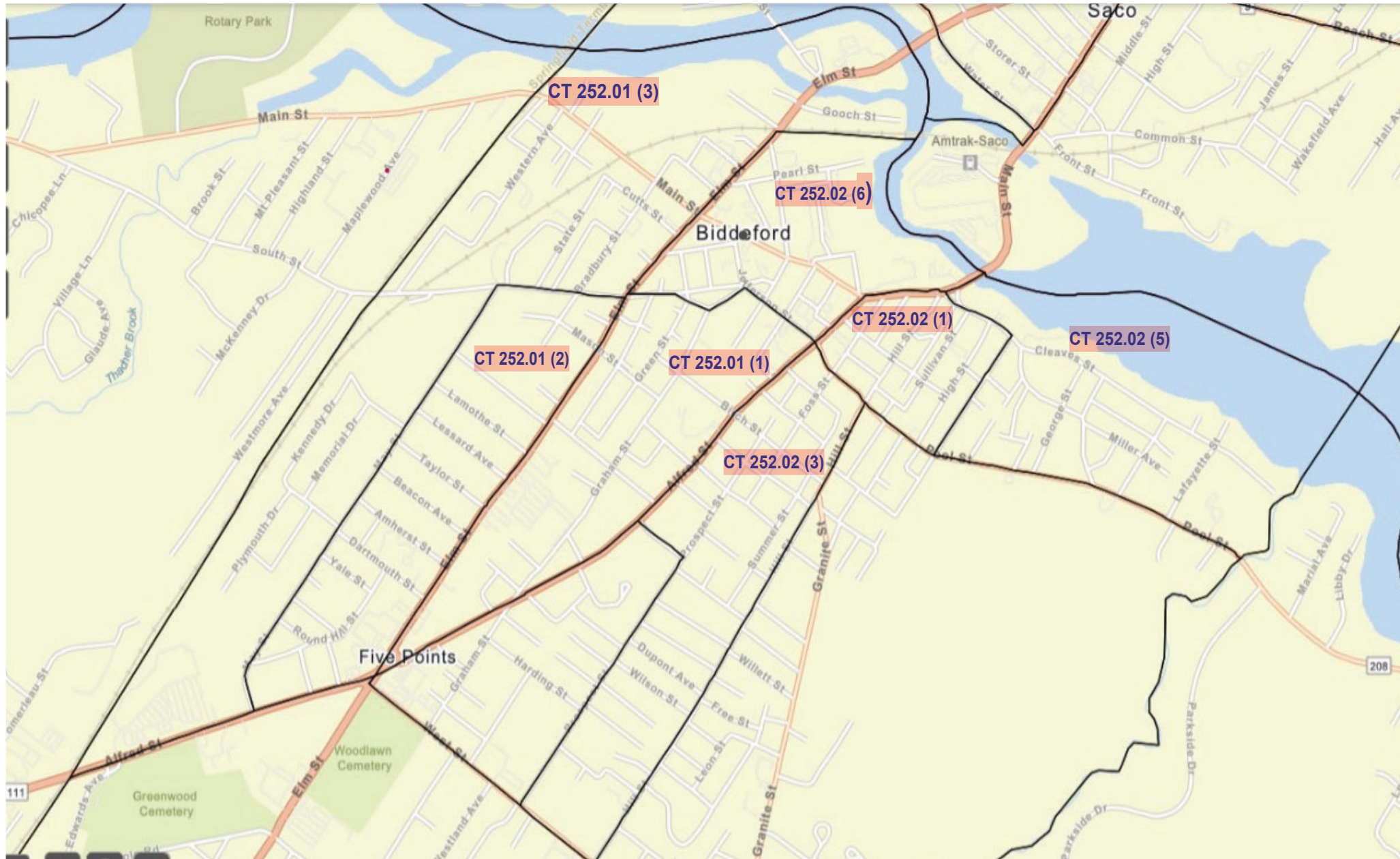
The 2- to 7-unit housing rehabilitation program is available citywide, but the priority is still on the CDBG-eligible Census tracts (252.01 and 252.02), which are in the downtown and immediately adjacent areas and have the highest concentration of LMI households. This program represents targeted investments that preserve affordable housing, improve the quality of the home, and increase base value, leading to private neighborhood re-investment. The priority is on these tracts as the buildings are older on average than the buildings citywide, have the highest need for rehabilitation, and have higher rates of LMI residents.

Discussion

In general, the city delivers CDBG-funded programs citywide in order to best support LMI residents. The rehab program prioritizes Census tracts 252.01 and 252.02, in order to best address needed improvements in these high-LMI areas, but the program is now available citywide as well.

City of Biddeford FY2024
US Census Tract Block Groups with $\geq 51\%$ Low/Moderate Income (LMI) Residents

Source: American Community Survey 2011-2015 Estimates in the CDBG Project Mapping Tool





City Council

Meeting Date: February 17, 2026

Meeting Time: 6:00 PM

Agenda Item No: 12.c

Item Description: 2026.27 Approval CDBG Year Two FY2025 Annual Action Plan and Budget

Submitted By: Jessica Wilson, Community Development Manager

Key Terms:

- CDBG – Community Development Block Grant
- Con Plan – Consolidated Plan, which is the five-year plan approved by City Council for the annual expenditures of CDBG funds over the five year period.
- PY24 – Program Year 2024, which refers to the fiscal year from July 1, 2024 to June 30, 2025
- PY25 – Program Year 2025, which refers to the fiscal year from July 1, 2025 to June 30, 2026
- HUD – Department of Housing and Urban Development (source of CDBG funds)
- CAC – Citizens’ Advisory Committee
- AAP – Annual Action Plan, which is the plan approved by City Council for the annual expenditure of CDBG funds.
- Year 1 – These funds are planned in 5-year periods, and Program Year 2024 is Year 1 of the current 5-year period.
- Year 2 – Program Year 2025 is Year 2 of the current 5-year period.
- LMI -- Low- to moderate-income

Executive Summary:

As an Entitlement Community the City of Biddeford is responsible for conducting a public planning process that includes residents, stakeholders, a Citizen Advisory Committee, and other interested parties in developing a five-year strategic plan, known as the Consolidated Plan, that outlines how CDBG dollars will be best invested over the following five years. Biddeford receives CDBG funds on a yearly basis and allocates those funds in an Annual Action Plan. This plan is made and approved through a public process that concludes with City Council approval.

Detailed Review:

Background

The Community Development Block Grant (CDBG) program was created in 1974 to help states and communities combat poverty and assist in the development of viable urban communities. It is administered by the Department of Housing and Urban Development (HUD). The overarching goals of the program are to help provide the following, principally for persons of low and moderate income:

- Safe, decent and affordable housing
- A suitable living environment
- Expanded economic opportunities

The CDBG program has three National Objectives that every activity funded must meet at least one of. They are:

- Benefit low/moderate income people
- Aid in the prevention or elimination of slums or blight
- Meet an Urgent Need that is serious, threatening, and that cannot be met with other sources of funds

Biddeford is a CDBG Entitlement Community and the City receives a Federal grant each year which is to be spent to benefit low to moderate income residents. The amount the City receives each year is based on a formula established by Congress. The formula does not change, but the amount the City receives is determined by how much funding Congress allocates annually to the CDBG program. As with the municipal budget, the City Council decides how CDBG funds are invested each year. However, as requirements of the Federal grant, there are regulations and processes which must be abided by in coming to that decision. Following is more detail on CDBG and the process for how those funds are to be spent. As an Entitlement Community and recipient of CDBG funds, Biddeford is charged with ensuring that every activity funded meets a National Objective and the overarching goals of the City's Consolidated Plan.

The bulk of Biddeford's CDBG funds are invested in, or to the benefit of the residents of a Target Area, Census Tracts 252.01 and 252.02 (map attached). Historically, the City has used its funds primarily on housing improvements, public facility and infrastructure improvements in the Target Area, and social services. So long as the broad national goals of the program are met there is considerable flexibility in how the funds are spent.

Consolidated Plan

The Draft 2024-2028 Con Plan was prepared utilizing public input obtained through online surveys, ward meetings, and other outreach efforts. The plan articulates the following broad

goals and strategies:

Goal 1: Increase, maintain, and improve the supply of safe and affordable housing for individuals and families with extremely low to moderate incomes.

To meet this goal, the City will provide match funds to further the work being done under the City's Lead Hazard Reduction Program. There is potential for small emergency repair grants to be provided to eligible single-family homeowners.

Goal 2: Provide essential public services to improve quality of life for individuals and families with low-moderate incomes, including special needs populations and those experiencing homelessness or at risk of becoming homeless.

To meet this goal the City will fund non-profit agencies and organizations to support community members including the homeless, those at risk of becoming homeless and special needs populations with a variety of services that are inclusive for residents of all ethnic and cultural backgrounds.

Goal 3: Preserve and improve public facilities and infrastructure that serve low to moderate-income neighborhoods or special needs residents.

The City will fund infrastructure projects that support parks, streets and sidewalks and improve broadband access in the identified target census tracts. Activities relating to public facility rehabilitation and improvement will also be funded. These activities will be carried out by non-profit owners/developers.

Goal 4: Administration – Administration is to cover staff salaries, equipment, supplies, and any other administrative expenses.

Allocation of Prior Years' Resources

Spend Down Requirement

HUD regulations require that on May 1 of each year (which is 60 days before the end of the program year) an Entitlement Community may not have more than 1.5 times the allocation the community received at the beginning of the program year.

Accumulated Funds to be Spent Down

Between PY20 - PY23, the City has accumulated a total combined contingency of uncommitted or undrawn funds of \$539,988. Previous Council action allocated \$250,000 to the new playground at the Community Center and \$150,000 to improvements to McArthur Library. The remaining funds are available for and should be committed to projects.

CDBG Budgets/Action Plans

Program Year 2025 (July 1, 2025 through June 30, 2026)

Biddeford was awarded \$424,428 for Year 2 of the Con Plan. HUD caps the amount of CDBG

funding that can be used to cover administrative expenses at no more than 20% of the total allocation received in any program year. The maximum amount available for admin expenses is \$84,886. Similarly, funding that can be allocated for public services/social services is capped at no more than 15%. The maximum amount available for distribution is \$63,664. Any amount spent over the cap must be paid back to HUD from the City's General Fund.

The CAC recommends the following PY25 budget:

\$65,000 Housing Rehabilitation Program Improvements to LMI units in the CDBG target area.

\$15,000 Housing Rehabilitation Program Administration Expenses related to administering the rehab program.

\$63,664 Public/Social Services \$15,000 allocated to Wifi Hotspots

\$155,000 McArthur Library Improvements Staff is working with library staff

\$134,988 Public Facilities/Infrastructure Repairs needed to be made to non-profit owned buildings or public infrastructure projects that serve the general public and that meet CDBG National Objectives. Specific projects have not yet been determined but will be considered under an open enrollment process.

\$84,886 Administration Expenses related to administering the CDBG program.

Funding Source:

N/A

Staff Recommendation:

The Citizens' Advisory Committee along with staff recommends approval of the CDBG FY2025 Annual Action Plan and budget.

Next Steps:

Adoption of the PY25 Annual Action Plan and budget requires a 30-day public comment period, and a public hearing prior to adoption. A public notice has been posted on the City's website and social media accounts to start the public comment period. The first Public Hearing will be held in front of Biddeford City Council on January 20, 2026. The public comments received during the public comment period will be shared with the City Council at the second public hearing to be held on February 17, 2026.

Attachments:

1. 2026.27 City Council Order 2-17-26
2. DRAFT FY25 ANNUAL ACTION PLAN
3. LMI Census Tract Map of Biddeford FY24 ACS 2011-15

City of Biddeford

The seal of the City of Biddeford, Maine, is circular. It features a central illustration of a lighthouse on a rocky shore with trees. The words "CITY OF BIDDEFORD" are inscribed around the top inner edge, and "MAINE" is at the bottom. The seal is flanked by two decorative, symmetrical scroll-like flourishes.

2026.27

IN BOARD OF CITY COUNCIL...February 17, 2026

BE IT ORDERED, BE IT ORDERED, that the Biddeford City Council does hereby approve and authorize the City Manager to sign, execute, and submit the City's Final Draft of the CDBG Year Two FY2025 Annual Action Plan and Budget and all associated documents in connection with the Community Development Block Grant (CDBG) Program funded by the U.S. Department of Housing and Urban Development.

Attest by: _____

CITY OF BIDDEFORD

DRAFT

FFY 2025 Annual Action Plan

July 1, 2025 – June 30, 2026



City of Biddeford, Maine Planning
and Development Department
Community Development Program
205 Main Street
Biddeford, ME 04005
www.biddefordmaine.org

January 16, 2026

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

In the 2025 Action Plan, the City will use funds for: (1) Social Services; (2) Housing Rehabilitation; (3) Infrastructure and Public Facilities; and (4) Administration. In Housing Rehabilitation, a \$200,000 program budget will provide forgivable loans for moderate rehab and/or energy efficiency improvements in 15 units within 2- to 7-unit properties that are (in order of priority) owner-occupied, non-profit owned, or investor-owned, provided that at least 51% of the property occupants are households earning no more than 80% AMI and rents do not exceed fair market rents (FMR) for an affordability period of ten (10) years after the completion of the rehab work. Under the same program, owner-occupied single-family homes will be eligible for emergency repair grants to address unforeseen damage that causes health/safety issues and must be repaired immediately. In Infrastructure, a budget of \$627,622 will help improve accessibility and safety of public facilities in low/moderate income neighborhoods. In Social Services, a budget of \$58,626 will be available to provide the services needed to LMI residents. Finally, the Administration budget of \$78,168 will be used to pay staff salary and benefits, as well as other administrative costs as needed. The total plan year budget—including prior year resources—is \$964,416.

2. Summarize the objectives and outcomes identified in the Plan

The goals of the CDBG program are to provide decent housing, a suitable living environment for low- and moderate-income residents and expanding opportunities for low- to moderate-income residents. These goals can be achieved by helping homeless persons obtain appropriate housing and assisting those at risk being homeless preserving and increasing affordable housing; increasing the supply of supportive housing; improving the livability and safety of neighborhoods; increasing access to facilities and services; reducing the isolation of income groups within a certain area through the integration of low-income housing opportunities; and empowering low--income persons to achieve self-sufficiency.

Specific to Biddeford, the Year Two FY25 Annual Action Plan includes goals and objectives for: Affordable Housing; Public Facilities and infrastructure; Social services programs that assist LMI individuals and/or families, and Program Administration.

3. Evaluation of past performance

CDBG funding has presented the City of Biddeford with a unique opportunity to make dramatic differences in the lives of the City's low income and elderly populations. Throughout the program's history, the City has made homeownership sustainable and affordable for dozens and dozens of families who would otherwise be unable to own their own home.

The Planning & Development department, as well as Finance, underwent a number of key staffing changes since the development of the last 5-year Con Plan. While positions were filled there were significant periods of time several when they sat vacate. These changes did impede the progress the City had anticipated making with CDBG funds.

Over the past 5 years the City has successfully implemented a number of improvements and programs that have assisted Biddeford's low to moderate income population and the City as a whole. Additionally, the City has been able to improve streets and sidewalks in low to moderate income neighborhoods when they would likely remain in poor condition; continued funding restraints have led the City to make difficult decisions as far as priority investments in the community are concerned. CDBG funding, especially for public improvements, have lessened that issue to a great extent.

The City will continue to work diligently to demonstrate an even higher level of achievement over the next five years and greater investment by citizens.

4. Summary of Citizen Participation Process and consultation process

The Citizen Participation Plan creates opportunities for residents to take part in the planning, development, and implementation of CDBG plans. The Citizens' Advisory Committee, appointed by City Council, assists city staff in implementing the consolidated plan, its programs, and ongoing evaluation of the plan's successes, failures, and adjustments.

The City holds monthly CAC meetings and has advertised public hearings to receive input on CDBG plans. The first hearing for 2024-2028 Con Plan will be held on January 20, 2026, along with a public comment period from January 16th to February 17th. The second hearing will be held on February 17, 2026.

Under the direction of the City's Director of Planning and Development, the CD Manager directs and coordinates all activities of the CAC. The CD Manager is the contact point for various non-profits (including philanthropic organizations), public housing authorities, businesses, and residents of assisted housing developments, social services (including faith-based organizations) and any population that would be eligible for CDBG funding.

The CAC provides comments and/or recommendations in areas such as assessment of needs, reviewing potential projects, and accepting community input and keeping the citizenry informed.

The CAC is designed and operated to provide outreach to local (and regional when appropriate) groups and citizens. Through Seeds of Hope and its Homeless Task Force, the City participates with various service and non-profit organizations focused specifically on the social welfare and housing needs of our low and very low-income individuals, and their families, where appropriate. The City participates in the State's Continuum of Care, convened by MaineHousing, as well as the Statewide Homeless Council and Region 1 Homeless Council. During the program year, the state's Homeless Response Hub system launched, and Biddeford is an active participant in the Region 1 (York County) Hub, which will focus on regional

approaches to addressing homelessness and housing insecurity. Biddeford Ready represents a broad coalition of local and regional organizations focused on outreach to families and their children, with a focus on school readiness for children birth to 5. The Police Department has continued to increase staff who specifically work with vulnerable populations, particularly those experiencing homelessness/housing insecurity and those with substance use disorders. The CD Manager utilizes this network, in total, to reach out to the population (including the immigrant population) as a whole.

The City consults with these relevant parties to share resources, assess needs, and further refine strategies to achieve CDBG goals. A detailed account of these parties can be found in AP-10.

5. Summary of public comments

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

The public comment period will run from January 16, 2026 to February 17, 2026. Any comments received will be included in this Con Plan.

7. Summary

The City of Biddeford is considered an entitlement community and receives funding from the U.S. Department of Housing and Urban Development Community Development Block Grant (CDBG) program. In FY25, which is the second year of the 2024-2028 Five Year Consolidated Plan, Biddeford will receive \$424,428 that will be utilized primarily to benefit low-to-moderate income individuals as discussed above.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role		Name	Department/Agency
Lead Agency		BIDDEFORD	
CDBG Administrator	BIDDEFORD		Department of Economic & Community Development
HOPWA Administrator			
HOME Administrator			
HOPWA-C Administrator			

Table 1 – Responsible Agencies

Narrative (optional)

The City of Biddeford and Biddeford's Economic and Community Development Department, comprised of the Director, Planner Economic Development Coordinator and Community Development (CD) Manager, continues to serve as the lead agency and staff for the Consolidated Plan and Annual Action Plan process and implementation. The Department collaborates with City Departments, the Citizens Advisory Committee (CAC), organizations, agencies and citizens, to receive input, develop, and implement the Plan. The Department is responsible for keeping the City informed as to process, project progress and any additional funding and collaborative opportunities. The Department will continue to be responsible for all regulatory compliance, documentation and training under the Entitlement Program with the U.S. Department of Housing and Urban Development. The CD Manager will continue to recruit and work with the City's CAC, with full support from the City. The CD Manager will coordinate for the Economic and Community Development Department the projects and activities included in the Plans. The CD Manager will coordinate all aspects of the process with Public Works, Engineering and any other departments that will implement construction projects, and will work with City staff for planning and administrative activities. Regarding social services, a number of the non profits are already well coordinated with the City's Entitlement Program and neighborhood revitalization efforts. The CD Manager will work closely with any new programs to ensure adherence to all local and federal processes, policies and regulations. The CD Manager is responsible for the timely monitoring of all programs and review of bid specs, contracts, etc.

Consolidated Plan Public Contact Information

Jessica Wilson, Community Development & Grants Manager, Planning and Development Department, 205 Main Street, P.O. Box 586 Biddeford, Maine 04005 (207) 571-0637

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

The City of Biddeford continues to use a network system to consult with numerous stakeholders. Early consultations include bordering jurisdictions, such as the Town of Kennebunkport, Dayton, Arundel, Lyman, and City of Saco. The Southern Maine Regional Planning Commission is consulted with on early versions of the Plan. Due to staff and funding limitations, consultations are conducted with City Staff who are members of larger regional and State organizations. The Biddeford City Planner is relied upon to keep the CD Manager informed as to any opportunities to partner or developments with other regional plans and projects. Partnerships with the Biddeford Housing Authority and the Biddeford Area Resource Group and Community Partners for Protecting Children, which are contact networks for social services in the area, provide the CD Manager with "eyes and ears" on the street for projects benefiting LMI citizens that might be overlooked. The City also expanded its consultations to include GWI which is a local Internet provider for a consultation regarding fiber optic and Internet access for Biddeford citizens, and the Coastal Healthy Communities Coalition that keeps the City informed as to its lead-based paint and other health issues. The coalition is part of the University of New England's medical program outreaching into the community. This consultation along with the State's lead prevention program yielded updated information as to the lead-based paint issues in Biddeford. Numerous organizations including the Sexual Assault Response Services for Southern Maine, the City's Opiate Prevention Program, Age Friendly Program, and school system, provided information from senior needs to homeless youth, to assist in the development of this plan. Please see the responses below and the table in the appendix that captures the City's efforts to consult with the required agencies.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))

As required by the regulations, the City consulted with a wide range of public and private entities that provide housing, health services, and social services. City staff participate in a wide array of working groups specifically created to enhance the coordination and collaboration efforts of government entities, non-profit agencies, and other service providers. The overarching goal of these working groups is to identify gaps in services and work on solutions to address the needs of the individuals falling into these gaps.

The City of Biddeford continues to work to strengthen its network through the City's Health and Welfare Department, the Biddeford Housing Authority, and the service agencies it funds through its Entitlement Program. Under the direction of the CD Manager, these entities are encouraged to link housing, public services and work/training programs that create a strong network to support Biddeford's LMI population. A person can be assisted through the City's Health and Welfare Department to connect with a public service funded by CDBG which can include a career center for work-place readiness, senior meal

assistance, financial budgeting assistance, youth programs, and housing assistance. The City found this year that the need for more enhanced coordination is necessary and implemented the development of identified neighborhoods and contacts to hold meetings and identify specific housing and program needs to be referred to the Citizens Advisory Committee.

Additionally, data for housing trends, capital needs, and future plans was obtained from MaineState Housing Authority and Biddeford Housing Authority.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

There has been a significant rise in homeless persons since the Covid-19 pandemic which has brought the growing issue of addressing the needs of the unhoused to a critical point. This forced more coordination, collaboration, and communication amongst City staff, the CoC, emergency shelters, and service providers. there are a number of working groups that meet on a weekly, monthly, and quarterly basis specifically to target the needs of homeless persons through Biddeford. The common goals of these working groups is to prevent individuals from entering homelessness, provide adequate services to individuals currently experience homelessness, and obtain permanent housing, with the appropriate level of supportive services, for individuals exiting homelessness. The City's Health and Welfare Department provides data for the Plan regarding homeless persons including the chronically homeless, individuals and families, families with children, veterans, and unaccompanied youth. The City also coordinated with the State's Continuum of Care (see narrative below). The following is a summary of assistance available: City of Biddeford Health and Welfare Department The department offers assistance to find shelter and provide access to programs and services for homeless and near homeless individuals and families. Biddeford Housing Authority Biddeford has a Section 8 Voucher Program whereby low to moderate income persons receive rental assistance in apartment scattered throughout the community. The Biddeford Housing Authority also assists clients with HUD and other housing programs. The following is a summary listing of additional housing and program services in Biddeford, as well as those offered through cooperative regional agencies. Homeless Shelters York County Shelter Programs, Inc. - Alfred, Maine 63 - bed facility serving both individuals and families

Emergency Extended Shelter

While individuals are awaiting placement in an appropriate transitional or independent living program, counseling, case management and other self-help services are available. During their stay clients have access to housing, independent living skills, remedial education, vocational training, intensive case management, medical and other necessary services.

Transitional/Permanent Housing

There are several facilities in Biddeford that provide transitional/supportive housing for persons with special needs, i.e. those suffering from mental illness and/or substance abuse. These facilities are owned and/or managed by area non-profit agencies that assist persons with special needs, e.g. Counseling Services, Inc., Community Living Options, Shalom House and Maine Way, Inc.

These and other agencies operate 9 such facilities in the City encompassing 85 units/beds. The facilities are a combination of single and multifamily residential properties that are situated in neighborhoods throughout the City.

In addition, there are several other facilities in nearby communities such as Saco and Old Orchard Beach which also provide housing and services to special needs populations, e.g. The Milestone Foundation in Old Orchard Beach operates a 20-bed facility that provides services and shelter to persons with substance abuse problems.

Within Biddeford are approximately seven soup kitchens and pantries, and a variety of clinics, churches, childcare services, furniture and clothing banks, as well as several satellite outreach services.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City of Biddeford is not a recipient of ESG funds.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	MAINE STATE HOUSING AUTHORITY
	Agency/Group/Organization Type	Housing Other government - State
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	MaineHousing was consulted to gather data on housing and homelessness needs around the state and particularly in Biddeford. MaineHousing gathered needs assessment information from various methods, including focus groups working with individuals who are at risk of homelessness, experiencing homelessness, and hard to house populations.
2	Agency/Group/Organization	Biddeford Housing Authority
	Agency/Group/Organization Type	Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Biddeford Housing Authority and City staff regularly discuss housing strategies and housing needs as well as BHA's future development plans.
3	Agency/Group/Organization	SOUTHERN MAINE AGENCY ON AGING
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	SMAA organizes services for the elders of Biddeford and has provided the City with its assessments of the emerging needs as identified in its assessment.
4	Agency/Group/Organization	Sanford Vet Center
	Agency/Group/Organization Type	Regional organization
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City of Biddeford has an ongoing relationship with the Vet Center and works in coordination with its staff to reach out to Biddeford's homeless veterans and provide resources and assistance with its mobile unit.
5	Agency/Group/Organization	Biddeford Saco Area Economic Development Corporation
	Agency/Group/Organization Type	Business Leaders Civic Leaders
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Biddeford Saco Economic Development Corporation collaborates with the City to continue efforts to address code issues, health, and safety concerns to enhance economic development, business attraction, and job retention. A significant issue involving the homeless population has been raised.
6	Agency/Group/Organization	Maine Centers for Disease Control - Department of Health and Human Services
	Agency/Group/Organization Type	Services-Children Services-Health
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This consultation was conducted online since all of the CDDC's data and reports are online and the City was directed to this information. This led to coordinating with the Coastal Healthy Communities Coalition who conducts the lead-based paint education programs in the area and will be directing HUB at 49 Sullivan Street with these and other health-oriented programs.
7	Agency/Group/Organization	Biddeford School Department
	Agency/Group/Organization Type	Services-Education
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The School Department was consulted in a meeting with several area homeless youth providers and local organizations. The school department was able to provide data on Biddeford's homeless youths numbers. It was decided that further coordination could be conducted and a resource list for youths who are homeless in the future.
8	Agency/Group/Organization	GWJ
	Agency/Group/Organization Type	Services - Broadband Internet Service Providers

	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	City staff collaborates with GWI to identify the impact of broadband access being provided to LMI persons utilizing CDBG funds.
9	Agency/Group/Organization	Sexual Assault Response Services of Southern Maine
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Victim Recovery & Prevention of Sexual Assault/Abuse
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted as to the number of Biddeford citizens seeking help and if the numbers are decreasing. The organization coordinates with the City and also provides support and educational groups.
10	Agency/Group/Organization	Coastal Healthy Communities Coalition
	Agency/Group/Organization Type	Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	CHHC contracts with the City's lead-based paint program to provide education to LMI families regarding prevention efforts.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The City of Biddeford uses a two-fold approach to citizen participation to establish its goals and actions for its Consolidated Plan and Annual Action Plans. It uses the standard method that it has been implemented over the past years of public hearings, informative media releases, and the CAC. The Citizens Participation Plan is closely followed by the City and provides a guide to ensure citizen input is sought at every opportunity. This year these standard participation methods included a call for projects through the City's Departments and the Biddeford Area Resource Group, and a focus group and meetings. Finally, two public hearings are publicized in the newspaper and on social media, including a 30-day comment period.

First Public Hearing: The first public hearing will be held on January 20, 2026 at City Hall. Notice of this public hearing was published in the Portland Press Herald on January 13, 2026.

Second Public Hearing: The second public hearing will be held on February 17, 2026 at City Hall. Notice of this public hearing will be published in the Portland Press Herald on January 6, 2026.

30-day comment period was held on: January 16, 2026 to February 17, 2026

Drafts of each Plan are made available at places where citizens know where to access them. These are at the Community Center, City Library, Planning & Development Department, and on the City's website, and/or available by request. The Community Development & Grants Manager is also available to answer citizens' questions, take input, and discuss goals and actions.

The CAC provides the Community Development & Grants Manager with information on LMI needs since the members either live in an LMI neighborhood, work with LMI persons, or are LMI themselves.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Non-targeted/broad community	Ward meetings were held during the fall months of 2022. There were varying numbers of residents in attendance from each ward.	Residents noted they would like to see efforts to address affordable housing, improve neighborhood parks, and assist unhoused persons.	None	
2	Internet Outreach	Non-targeted/broad community Residents of Public and Assisted Housing	A two-phase survey was distributed via internet and hard copies at various public facilities. The first phase requested survey takers to prioritize goals. The second phase was a budget exercise to determine how the funds should be allocated among the project goals.	Almost two hundred responses were received which identified affordable housing, improved public facilities (including parks and green spaces), and assisting the unhoused as the priority goals.	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Non-targeted/broad community	A public hearing will be held before the Council at its regular meeting on January 20, 2026. The public comment period runs from January 16, 2026 through February 17, 2026.	Any comments received will be included in this Action Plan.		
4	Public Hearing	Non-targeted/broad community	A second public hearing will be held before the Council at its regular meeting on February 17, 2026. The public comment period runs from January 16, 2026 through February 17, 2026.	Any comments received will be included in this Action Plan.		

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Coordinator to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	424,428.00	0.00	539,988.00	964,416.00	1,563,364.00	Prior years' resources include unspent funds from program years 2020, 2022, 2023, and 2024.

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
Other	public - federal	Admin and Planning Housing Public Improvements Public Services	38,885.00	0.00	0.00	38,885.00	0.00	Funds to be used to prevent, respond to and prepare for COVID-19.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The CDBG and Lead grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

The Lead Hazard Reduction and Healthy Homes Grant allows the City to invest up to \$3.2 million in the CDBG target area (Census Tracts 252.01 and 252.02). The Lead program can be used on 2- to 10-unit residential buildings.

The City's housing program staff manages these programs and assists applicants with accessing the funding that works best for their needs.

The CDBG and Lead grant funds are used together to target CDBG eligible neighborhoods with housing improvements through investment.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Although publicly owned land designated for a CDBG project is reviewed on a case by case basis, the most common use of publicly owned land is for park development. This could include acquisition, demolition, engineering and design, and construction activities. This addresses the City's need and access to green space and public facilities in the densest neighborhoods. This type of development is designated under the Public Facilities and Infrastructure component of these plans.

Discussion

If the award amount should be more or less than reflected in this plan, the public facilities and infrastructure allocation will be adjusted accordingly.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Social Services	2024	2028	Homeless Non-Housing Community Development	BIDDEFORD DOWNTOWN CORE	Social Services	CDBG: \$63,664.00	Public service activities other than Low/Moderate Income Housing Benefit: 1250 Persons Assisted
2	Affordable Housing	2024	2028	Affordable Housing Public Housing Homeless	CITYWIDE	Affordable Housing	CDBG: \$80,000.00	Rental units rehabilitated: 15 Household Housing Unit Homeowner Housing Rehabilitated: 2 Household Housing Unit
3	Public Facilities & Infrastructure	2024	2028	Non-Housing Community Development	BIDDEFORD DOWNTOWN CORE	Public Facilities & Infrastructure	CDBG: \$195,878.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2050 Persons Assisted
4	Planning and Administration	2024	2028	Planning and Administration	CITYWIDE	Planning and Administration	CDBG: \$84,886.00	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Social Services
	Goal Description	Biddeford will support at least one Public Service agency and a neighborhood hotspot with the maximum 15% of program funds (\$63,664). The City will administer the Mission Hill Neighborhood hotspots. Any remaining funds may be programmed for other social services depending on need.
2	Goal Name	Affordable Housing
	Goal Description	Housing Rehabilitation will focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years, as well as emergency repair grants to LMI owner-occupied single-family homes.
3	Goal Name	Public Facilities & Infrastructure
	Goal Description	The City will make street/sidewalk/parks/gardens improvements to enhance public safety and public facilities improvements to benefit LMI areas.
4	Goal Name	Planning and Administration
	Goal Description	Planning and communicating with various city departments, service providers, and area organizations to deliver high quality services to the LMI community in Biddeford is important. Additionally, collecting data, reflecting on results, and course-correcting as necessary is important to ensure we are meeting the needs of the community.

Projects

AP-35 Projects – 91.220(d)

Introduction

In Biddeford, CDBG funds continue to work to implement projects and programs that are not possible or that are not on the City's Capital Improvements budget.

The City does wish to show that even though there are not leveraged funds, that City staff work with the CD Manager to implement and complete projects from GIS to Engineering to Planning in-house whenever possible. The City has a grant writer who will work to enhance project funds whenever possible.

Projects

Sort*	Project Title
1	Social Services
2	Affordable Housing
3	Public Facilities and Infrastructure
4	Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Allocation priorities are set by the Consolidated Plan and the public process through the Citizens' Advisory Committee. A primary focus this year is on the chronically homeless. This population has been identified as having emerging needs and whose numbers are rapidly increasing alongside shortages of housing and supportive services. The City has worked with a consultant to identify gaps in housing needs and services as well as the need to engage coordinated efforts to address these issues on a county level.

AP-38 Project Summary

Project Summary Information

Project Summary Information					
No.	Project	Goals Supported	Geographic Areas	Needs Addressed	Funding
1	Social Services	Social Services	BIDDEFORD DOWNTOWN CORE - Local Target area	Social Services	CDBG : \$63,664.00
	Description	Biddeford will support at least one Public Service agency and a neighborhood hotspot with the maximum 15% of program funds. The City will administer the Mission Hill Neighborhood hotspots. Any remaining funds may be programmed for other social services depending on need.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	It is anticipated approximately 1250 LMI households will benefit from these activities.			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	Activities are anticipated to occur to benefit LMI individuals residing in Census Tracts 252.01 and 252.02.			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	The program budget of \$63,644 has not been entirely allocated to activities, however, \$10,000 of that amount will be awarded to providing wifi hotspots to the Mission Hill neighborhood.			
2	Affordable Housing	Affordable Housing	BIDDEFORD DOWNTOWN CORE - Local Target area	Affordable Housing	CDBG : \$80,000.00
	Description	Housing Rehabilitation will provide match funds to the City's lead hazard reduction program to focus on 2- to 7-unit structures, with 51% of the units being affordable at 80% of median income for at least 10 years.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	The housing rehab program will offer grants to 2 owner-occupied units and 15 rental units occupied by households at or below 80% AMI via a 10-year deed restriction.			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	CDBG designated census tracts of 252.01 and 252.02 as a first priority. Citywide as a secondary geographic focus.			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	Rehabilitation forgivable loans for units in accordance with CDBG rules, and associated program delivery costs, following this priority list: 1. Owner-occupants of 2- to 7-unit residential rental properties; 2. Non-profit owners of 2- to 7-unit residential rental properties; and 3. Investor-owned 2- to 7-unit residential rental properties.			
3	Public Facilities and Infrastructure	Public Facilities & Infrastructure	BIDDEFORD DOWNTOWN CORE - Local Target area	Public Facilities & Infrastructure	CDBG : \$195,878.00
	Description	The City will make improvements to City owned street/sidewalk/parks/gardens, as well as buildings open to the public, to enhance public safety and improve access.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	These improvements will benefit persons with disabilities citywide, a population of 1250 people, as well as targeted neighborhoods served by improved public buildings/parks/gardens/streets/sidewalks.			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	Public facilities and infrastructure located throughout LMI target area.			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	Accessibility and public safety improvements to public facilities in LMI area. Specifically, ADA accessibility required improvements and all age accessibility improvements were raised as priority needs.			
4	Administration	Planning and Administration	CITYWIDE - Local Target area	Planning and Administration	CDBG : \$84,886.00
	Description	Administration costs to administer the CDBG program.			
	Target Date for Completion	06/30/2026			
	Estimate the number and type of families that will benefit from the proposed activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	N/A			
	Location Description (additional information for this discussion may be available on the AP-36 Project Detail screen)	N/A			
	Planned Activities (additional information for this discussion may be available on the AP-36 Project Detail screen)	Provide administrative oversight and support administrative costs of the CDBG program.			

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

For owner-occupied, nonprofit-owned, and investor-owned 2- to 7-unit residential buildings, housing rehabilitation efforts are directed within the CDBG eligible census tracts as the first priority (with at least 51% LMI), with rehabilitation permitted outside of these tracts as a second priority. Social Service assistance is typically directed citywide, with presumed benefit clients or income certification to ensure service to at least 51% LMI beneficiaries. ADA and other public facilities improvements will also primarily be within the CDBG eligible census tracts, but the benefit will be for people citywide, including people with disabilities.

Geographic Distribution

Target Area	Percentage of Funds
BIDDEFORD DOWNTOWN CORE	75
CITYWIDE	25

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

The 2- to 7-unit housing rehabilitation program is available citywide, but the priority is still on the CDBG-eligible Census tracts (252.01 and 252.02), which are in the downtown and immediately adjacent areas and have the highest concentration of LMI households. This program represents targeted investments that preserve affordable housing, improve the quality of the home, and increase base value, leading to private neighborhood re-investment. The priority is on these tracts as the buildings are older on average than the buildings citywide, have the highest need for rehabilitation, and have higher rates of LMI residents.

Discussion

In general, the city delivers CDBG-funded programs citywide in order to best support LMI residents. The rehab program prioritizes Census tracts 252.01 and 252.02, in order to best address needed improvements in these high-LMI areas, but the program is now available citywide as well.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction:

The CDBG programs do not earn program income.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

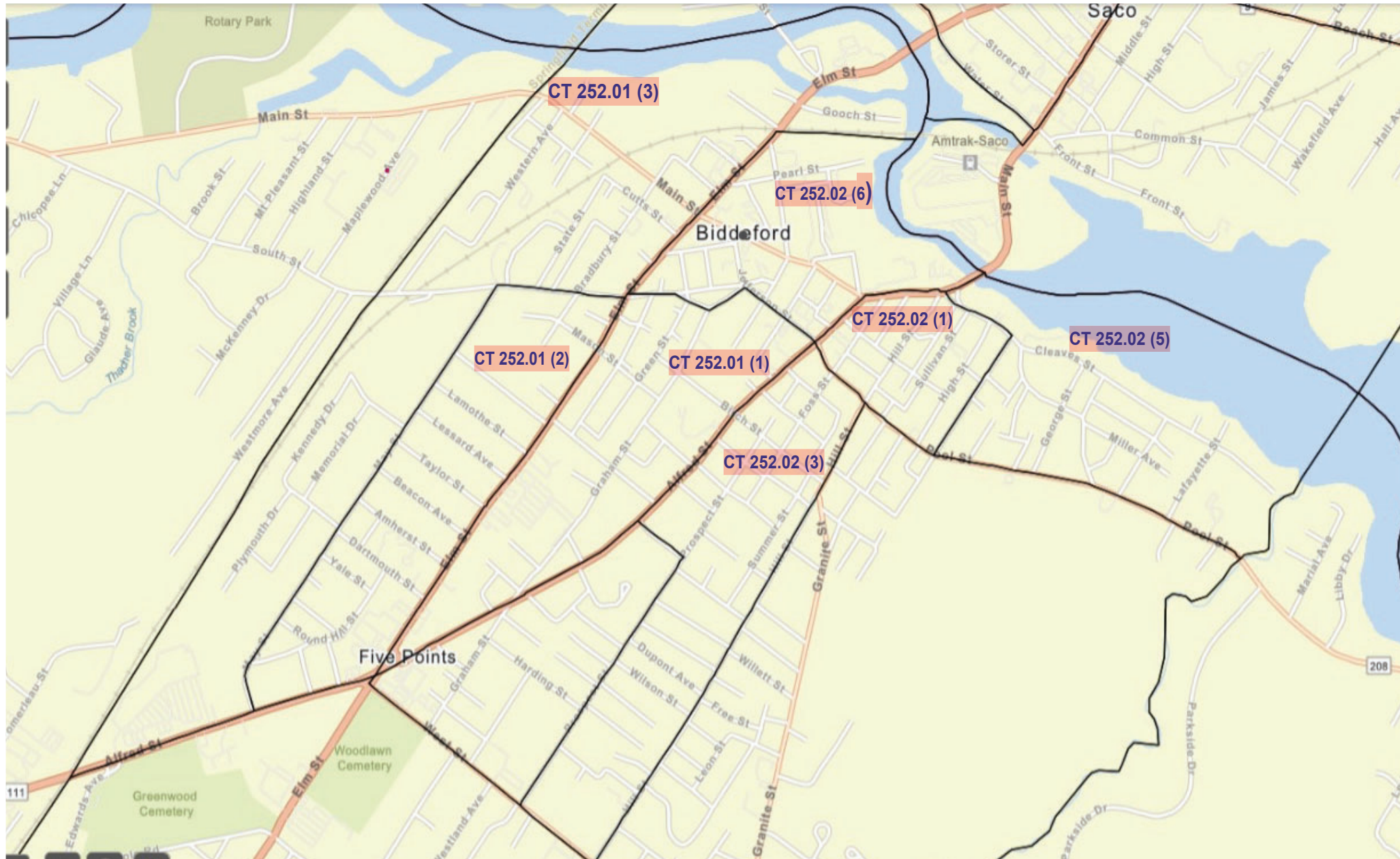
1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	0.00%

City of Biddeford FY2024
US Census Tract Block Groups with $\geq 51\%$ Low/Moderate Income (LMI) Residents

Source: American Community Survey 2011-2015 Estimates in the CDBG Project Mapping Tool





City Council

Meeting Date: February 17, 2026
Meeting Time: 6:00 PM
Agenda Item No: 12.d
Item Description: 2026.28 Approve Investment Policy and Administration
Submitted By:

Key Terms:

Executive Summary:

On January 7, 2025, a draft Investment Policy was presented to the Finance Committee for review but was never formally adopted by Council. The policy identifies legal restrictions, investment principles and objectives, authorized investments, internal controls, and reporting requirements. This investment policy applies to all financial assets of the City of Biddeford.

Detailed Review:

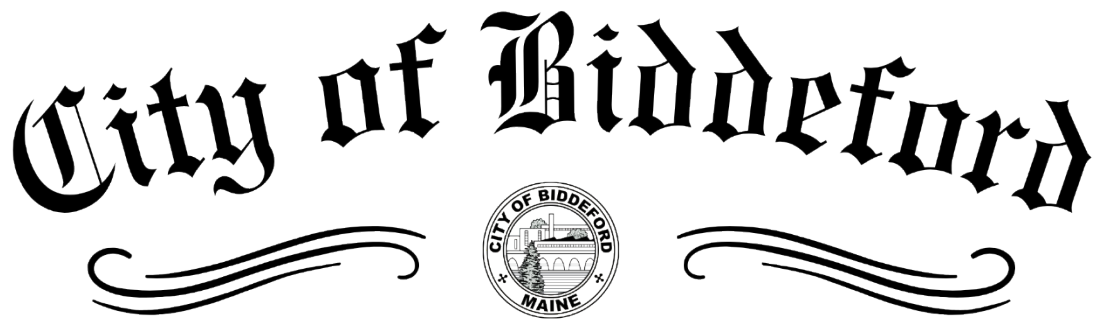
Funding Source:

Staff Recommendation:

Next Steps:

Attachments:

1. 20260217 Investment Policy -ORDER



2026.28 IN BOARD OF CITY COUNCIL... FEBRUARY 17, 2026

BE IT ORDERED, that City Council does hereby approve the following Investment Policy which shall be posted to the city website:

INVESTMENT POLICY AND ADMINISTRATION

Effective cash management is recognized as essential to sound fiscal management. This is particularly true as mounting costs and expanding programs have placed ever-increasing pressures on local governmental revenues. The extent to which local governments can obtain investment returns on funds not immediately needed for current operations can help reduce this pressure. Temporary idle funds are usually the result of the following conditions:

1. Operating revenues received in advance of operational needs.
2. Proceeds of bonds or temporary notes that are issued in advance of the time for which payments for capital projects are required.
3. Trust and agency funds, which are held in trust for an extended period to pay for disbursements over a period of years.

It is the policy of the City of Biddeford that available funds be invested to the maximum extent possible at the highest possible rates obtainable at the time of investment in conformance with the legal and administrative guidelines outlined herein.

LEGAL ASPECTS

Title 30-A Section 5706 through 5717 of the Maine Revised Statutes Annotated authorizes Treasurers to deposit or invest municipal funds by direction of the municipal officers. Maine Statutes must expressly authorize all investment instruments allowed in this policy.

SCOPE

This investment policy applies to all the City of Biddeford's financial assets. These funds are accounted for in the City's annual financial report and include the following: General Fund; Special Revenue Funds which are established to account for resources obtained and expended for specific purposes; Capital Project Funds which are established to account for resources obtained and expended for the acquisition and construction of major capital facilities; Enterprise Funds in which the activity is intended to be self-supporting based on user charges; all Trust and

Agency Funds which are established to account for assets held by the City in a fiduciary capacity as trustee.

All transactions involving the financial assets and related activities of all the foregoing funds shall be administered in accordance with the provisions of these policies.

INVESTMENT OBJECTIVES

The following investment objectives shall apply in the management of funds:

1. Investments shall be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.
2. Primary concern shall be given to the preservation of capital and the protection of investment principal.
3. The portfolio shall remain sufficiently liquid to enable the City to meet operational requirements which may be reasonably anticipated.
4. The City will strive to maximize the return on its investments but will avoid assuming unreasonable investment risk.
5. The City will diversify its investments to avoid incurring unreasonable and avoidable risks regarding specific security types or individual institutions.
6. All participants in the investment process shall seek to act responsibly as custodians of the public trust. The overall program shall be designed and managed with a degree of professionalism that is worthy of the public trust.

INVESTMENT PRINCIPLES

Investment of the City's funds shall be conducted in a manner consistent with the following principles:

1. The City may purchase only legally authorized investments pursuant to 30-A, M.R.S.A., Section 5706 through 5717.
2. Investment decision making order shall be safety, then liquidity and finally, yield.
3. To maintain liquidity, the maturity date of investments shall not be beyond the time the City anticipates it will need the funds. For operating funds, investments shall have maturities of two years or less, with no more than 20% of the average portfolio beyond one year. For long-term funds, such as certain special revenue funds and trust and agency funds (i.e., endowment funds and loan pool funds), maturities shall not exceed ten (10) years.
4. Deposit and investment of funds in qualified financial institutions can only be made in those that the FDIC insures. Any funds deposited or invested above the \$250,000 insurance limit should be collateralized by the financial institutions, whenever possible, or the excess funds should be placed with another financial institution.

5. Cash balances in all demand deposit accounts shall not exceed compensating balances whenever possible. The Treasurer shall strive to invest at least 95 % all available funds daily.
6. Repurchase agreements can only be obtained from financially stable financial institutions. U.S. Government securities must collateralize repurchase agreements with a market value equal to or greater than the principal amount of the repurchase agreement.

INVESTMENT INSTRUMENTS AUTHORIZATION

The following is a list of authorized investment types. Consistent with applicable state law, except for any Trust or Agency Funds, all funds shall be limited to the following types of investment:

1. United States Treasury Obligations
 - a. Treasury Bills - A non-interest-bearing discount security issued by the U.S. Treasury to finance the national debt. Most bills are issued to mature in 3 months, 6 months, or 1 year.
 - b. Treasury Notes - Intermediate-term coupon-bearing U.S. Treasury securities having initial maturities of from one to ten years. Interest on these coupon securities is paid every six months.

2. Certificates of Deposit (CD)

Certificates of Deposit issued by commercial banks are time deposits with a specific maturity, evidenced by a certificate. Insurance coverage is provided for deposits up to

\$250,000 by the Federal Deposit Insurance Corporation. Investment in certificates shall not exceed, in principal, the amount covered by insurance at any single financial institution.

3. Repurchase Agreements (REPO)

A repurchase agreement is a short-term instrument tailored to specific maturities. A holder of securities sells these securities to an investor with an agreement to repurchase them at a fixed price on a fixed date. These investments must be collateralized by obligations of the Federal government in amounts equal to the City's investment.

4. Interest-Bearing Checking Account: Funds up to \$250,000 per bank with FDIC coverage.

- a. For any funds above the FDIC coverage limit, a pledge of specific securities as collateral, or fully covered by insurance, must be secured.
- b. The collateral must be in an amount equal to the excess deposit.
- c. The collateral may consist only of securities in which municipalities may invest, as governed by applicable state law and other legally binding obligations.

For all Trust and Agency Funds established to account for assets held by the City in a fiduciary capacity as a trustee, the following additional investments may also be used, subject to applicable state law, including the appointment of a third-party investment manager.

5. U.S. Government Agency Securities

The City must own these interest-bearing obligations issued by various federal agencies. The rate of return cannot be based on or derived from other factors or indices.

Federally operated agencies include:

- a. Export-Import Bank of the United States
- b. Farmers Home Administration (Fm.H.A.)
- c. Federal Housing Administration (F.H.A.)
- d. General Services Administration (G.S.A.)
- e. Government National Mortgage Association (G.N.M.A.)
- f. Small Business Administration (S.B.A.)
6. U.S. Government-sponsored Corporations - Instrumentalities

These securities, issued by various government-sponsored corporations, are intended to fund multiple lending programs. The City must own the underlying instrument of these securities. The rate of return cannot be based on or derived from other factors or indices. The federally sponsored agencies include the following:

- a. Federal Land Banks
- b. Federal Intermediate Credit Banks
- c. Federal Home Loan Banks
- d. Federal National Mortgage Association (F.N.M.A.)
7. Mutual Funds

Investments in the shares of an investment company registered under the United States Investment Company Act of 1940, whose shares are registered under the United States Securities Act of 1933, and provided that the investments of the fund are limited to obligations of the Federal Government or repurchase agreements secured by obligations of the Federal Government.

LIMITATIONS

The City will not directly invest in corporations or governments that have policies that jeopardize individuals' human rights.

INTERNAL CONTROLS

The Director of Finance shall establish a system of internal controls, which shall be documented in writing. The internal controls shall be reviewed periodically by the City's Finance Committee. The controls shall be instituted to prevent possible loss of public funds arising from fraud,

employee error, misrepresentation by third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City.

REPORTING

The Finance Director shall submit a quarterly investment report to the City Manager and City Council. The report shall summarize the investment strategies employed in the most recent quarter, describe the portfolio by types of investment securities, maturities, risk, and compare investment carrying value and market value. A summary of the purchases and sales of investments during the quarter and the return on the investments for the quarter.

An annual report shall be submitted to the City Manager and City Council summarizing the quarterly information and including suggestions for improvements to the investment program.

Each January, the Finance Director shall recommend to the Finance Committee the investment portfolio goals for the ensuing year. The Finance Committee will adopt, after deliberation, the investment portfolio goals as the committee may modify.

EFFECTIVE APPLICATION

This policy shall apply to all investments purchased after the City Council's adoption of this policy. This policy is not meant to apply to instruments purchased prior to the date of adoption.

SAVINGS CLAUSE

If any section, sentence, clause or phrase of this policy is held, for any reason to be inoperative, void or invalid, the validity of the remaining portion of this resolution shall not be affected thereby, it being the intention of the City Council in adopting this resolution, that no portion thereof, or provision herein, shall become inoperative or fail by reason of the invalidity of any other portion and, the City Council does hereby declare that it would have severally passed and adopted the provisions contained herein separately and apart from one and other

Attest by: _____
Robin Patterson



City Council

Meeting February 17, 2026

Date:

Meeting 6:00 PM

Time:

Agenda 12.e

Item No:

Item 2026.29 Resolution in Support of LD 2124 Act to Support Emergency Shelter

Description: Funding using Real Estate Transfer Tax Revenue

Submitted

By:

Key Terms:

Executive Summary:

This bill seeks to reduce the percentage of real estate transfer tax revenue retained by counties by 1.8% and requires 1% of the revenue be transferred to the Maine State Housing Authority for deposit in the shelter operating subsidy program beginning September 1, 2026. Beginning August 1, 2027, 1.8% of the revenue is required to be transferred to the Maine State Housing Authority to be allocated as part of the operations share of the shelter operating subsidy program.

Detailed Review:

Funding Source:

Staff Recommendation:

Next Steps:

Attachments:

1. 2026.29 LD2124 -Resolution
2. LD 2124



RESOLUTION

In Support of LD 2124, An Act to Support Emergency Shelter Funding Using Revenue from the Real Estate Transfer Tax

WHEREAS, The City of Biddeford recognizes that homelessness is a regional issue that cannot be effectively addressed by any single municipality acting alone and is located within York County which is currently experiencing a critical gap in emergency shelter capacity following the closure of the county's only adult emergency shelter, leaving individuals experiencing homelessness with extremely limited local overnight shelter options; and

WHEREAS, Maine's emergency shelter system functions as an interconnected statewide network therefore, when shelter resources are lost it creates pressure on other shelters that are already operating at or near capacity which the City has seen happen first-hand at Seeds of Hope; and

WHEREAS, LD 2124 recognizes this interdependence and proposes a statewide solution by dedicating a modest portion of the existing real estate transfer tax to the Maine State Housing Authority's shelter operating subsidy program, creating a predictable funding source for emergency shelters to assist shelters in retaining staff, planning effectively, and responding to increased demand as it arises; and

WHEREAS, York County stakeholders are actively working to assess local shelter needs and rebuild emergency shelter capacity as emergency shelters are a foundational component of Maine's housing response system, providing safety, dignity, and a pathway to permanent housing while reducing strain on municipal services, and it remains critical that counties rebuilding capacity are able to benefit from operating subsidies as new or reestablished shelters come online;

NOW, THEREFORE, BE IT RESOLVED, that the Biddeford City Council hereby expresses its strong support for LD 2124 and urges the Maine Legislature to advance and enact this legislation; and

BE IT FURTHER RESOLVED, that a copy of this resolution be transmitted to the City's state legislative delegation, and the Committee on Housing and Economic Development Committee as an expression of the City of Biddeford's official position.

*In Witness Whereof, We the undersigned have herewith affixed
our signatures this 17th day of February 2026.*

Liam LaFountain, Mayor

Robin Patterson, City Clerk



132nd MAINE LEGISLATURE

SECOND REGULAR SESSION-2026

Legislative Document

No. 2124

H.P. 1439

House of Representatives, January 7, 2026

An Act to Support Emergency Shelter Funding Using Revenue from the Real Estate Transfer Tax

Approved for introduction by a majority of the Legislative Council pursuant to Joint Rule 203.

Reference to the Committee on Taxation suggested and ordered printed.

A handwritten signature in cursive script, reading "R B. Hunt".

ROBERT B. HUNT
Clerk

Presented by Representative GATTINE of Westbrook.
Cosponsored by Senator TALBOT ROSS of Cumberland and
Representatives: Speaker FECTION of Biddeford, GERE of Kennebunkport, RANA of
Bangor, ROEDER of Bangor, SAYRE of Kennebunk, Senators: CURRY of Waldo, President
DAUGHTRY of Cumberland, ROTUNDO of Androscoggin.

1 **Be it enacted by the People of the State of Maine as follows:**

2 **Sec. 1. 36 MRSA §4641-B, sub-§3**, as amended by PL 2025, c. 498, §2, is repealed
3 and the following enacted in its place:

4 **3. Disposition of funds.** Funds from the tax collected pursuant to this section must be
5 disbursed as provided in this subsection.

6 A. Beginning September 1, 2026, each register of deeds, on or before the 10th day of
7 each month, shall pay over to the State Tax Assessor 91.8% of the tax collected
8 pursuant to this section during the previous month. If the tax collected is not paid over
9 by the 10th day of the month, the State Tax Assessor may impose interest pursuant to
10 section 186.

11 B. The remaining 8.2% of the tax collected pursuant to this section after the payment
12 made pursuant to paragraph A must be retained for the county by the register of deeds
13 and accounted for to the county treasurer as reimbursement for services rendered by
14 the county in collecting the tax.

15 **Sec. 2. 36 MRSA §4641-B, sub-§4-B, ¶E-4** is enacted to read:

16 E-4. Beginning September 1, 2026, the State Controller shall credit 1% of the tax
17 collected pursuant to this section during the previous month to the Maine State Housing
18 Authority to be allocated as part of the operations share of the shelter operating subsidy
19 program prior to any other transfers made pursuant to this subsection. Beginning
20 August 1, 2027, the State Controller shall credit 1.8% of the tax collected pursuant to
21 this section during the previous month to the Maine State Housing Authority to be
22 allocated as part of the operations share of the shelter operating subsidy program prior
23 to any other transfers made pursuant to this subsection.

24 **Sec. 3. Effective date.** This Act takes effect September 1, 2026.

25 SUMMARY

26 Under current law, 90% of the revenue from the real estate transfer tax is submitted to
27 the State and 10% is retained by the counties, except that, for fiscal years 2025-26 and
28 2026-27, the percentage retained by the counties is reduced to 9.2%.

29 This bill reduces the percentage of the real estate transfer tax revenue retained by
30 counties by 1.8% and requires 1% of the revenue to be transferred to the Maine State
31 Housing Authority for deposit in the shelter operating subsidy program beginning
32 September 1, 2026; beginning August 1, 2027, 1.8% of the revenue is required to be
33 transferred to the Maine State Housing Authority to be allocated as part of the operations
34 share of the shelter operating subsidy program. Beginning September 1, 2026, the
35 percentage of the real estate transfer tax retained by counties is reduced to 8.2%.