



CITY OF BELFAST

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MANAGER'S REPORT

Belfast City Council Meeting
Tuesday, February 16, 2016
7:00 p.m.

TO: Mayor Walter Ash Jr. and Honorable Members of Belfast City Council

FROM: Joseph J. Slocum, City Manager

DATE: Friday, February 12, 2016

Old Business:

I am attaching in your packets copies of two maps of the land that the Water District is going to sell. We have a statutory opportunity to purchase this land up to April 19, 2016. At this time I am unaware of any City need that would be fulfilled by purchasing this land and I leave it toward your continuing consideration.

New Business:

Please bring your calendars with you so we can look to identify some dates to meet and review the 2016 – 2017 City Budget.

Agenda Items:

10-A Update from legal counsel for RSU # 71 on their negotiations with RSU # 20 for the division of financial assets.

Kristin Collins Esq. will be at the meeting to provide you an update. There are two sources of money in issue. The first is the return of certain retirement monies and the second has to deal with the division of audited surplus of the former RSU # 20. Negotiations and have been held and apparently a settlement has been approved by the RSU #71 Schoolboard.

10-B Update on the community efforts to establish a low-power radio station in Belfast.

City Hall secured a rare opportunity: a license to set up a small low-frequency community radio station. The City does not want to own or operate the station in the long run but merely seeks to get it set up so that it can truly be an independent community station. We have limited time. The station must be operable by January 31, 2017 or we lose the license. It has been 14 years since the last opportunity to get one of these licenses. Our goal is to get it set up, secure the license and then transfer the entire enterprise over to the community. This is a small frequency with a range up to 10 miles depending on antenna height and topography. It is meant to be very local-local-local and has no design to compete with any commercial or other noncommercial radio stations anywhere. We think it could be a great source of community information and interest. We envision all types of shows that are coordinated and produced by a very broad spectrum of the Belfast community including its students of all ages. There would be clear economic, social, educational, cultural, recreational and public safety benefits.

Things are progressing. Meetings have been held and volunteers are now looking for:

- *a location for the station (small space),
- *the types of equipment that are needed to operate the station,
- *clarity on how to install and operate that equipment,
- *locations of an antenna,
- *drafts of policies that other low frequency stations operate and the rules they run by,
- *and volunteers.

Answers to all of these questions may come quickly but we will need the baseline financial resources to set this station up. We've estimated we need about \$15,000 and we are calling for a private fund raising effort to do this. We have asked some local economic development players to work together to raise this seed money to get the station up and going.

Our volunteers are confident that the radio station can sustain itself once it is set up. Most stations like this have program shows that are sponsored by one or more commercial enterprises within their respective communities. Rockland has had one for 14 years and it's going strong.

One of the local economic engines that we asked to raise the money has questioned the level of support in the community for this enterprise. Obviously they feel it will be a challenge to raise these funds if there is not broad community support. This matter is on the Council agenda to again to make a public plea for a strong and broad based community support to create this radio station. The community needs to demonstrate its support in every way that it can. If we want this radio station then we have to speak it, share visions of it, get others as excited about it, publicize it and help put the many faces upon it that will enable our citizens to see its tremendous benefits.

Our current volunteers are really busy working out the details so they can answer the community questions. They don't have the time to be out also banging the drum. That's what we need from the rest of the community- a very strong showing of support.

10-C Update on the Front Street Project from City Planner Wayne Marshall.

We're coming in to discuss lighting, the status of bids which will be received the same day as the Council meeting and the amount of money we will need to borrow to pay for this and other projects.

10-D Update from City Assessor Brent Martin on the progress of the office and the challenges that lay ahead.

Brent came to us about a year ago with a strong background in private residential and commercial appraisal. He has been blessed with some ongoing training from former Assessor Robert Whiteley. Brent will come in person and update you and the community about what has been happening in the office and the challenges they see today and how they propose to address some in the future.

10-E Reconsideration of the Boathouse fee structure.

It has been a daunting and time-consuming task to try to identify proper rates for the Boathouse and create a fair and efficient method by which nonprofit organizations can

reasonably secure access to this resource. Since we last discussed this issue we realize there are some changes that we thought best to suggest. Here they are:

- A. The first was to continue to keep the Boathouse closed from January 1 through March 15. It can certainly be used for City purposes during this time but there is very little demand from other groups during this period and it is the most expensive time to operate it and keep it reasonably clean. We have otherwise broken the rest of the year down into a Spring shoulder season, a Prime season and a Fall shoulder season.
- B. Spring and Fall rates continue to be the same but we have slightly increased some of the rates in response to discussions with our rental manager. In the past we generally had a policy of not renting on weekend days. However we gave the renting agent considerable latitude in dealing with this. When she reviewed our originally recommended rates, she was concerned that our weekend day rates were too low and that people would opt to pay small amounts for each day which cumulatively would be less than the actual weekend rate itself. She suggested charging to one third of the weekend rate plus \$100 for each of the individual weekend days booked. If someone rents for just Saturday we lose the possibility of the weekend rental income. We propose to increase the weekend day rates which are now recommended higher than they were last month but lower than that recommended by our rental manager. The new rates are attached and dated February 11, 2016.
- C. Next we went back and wrestled with certain misgivings about how we had previously classified various nonprofits including the City itself. It did seem odd for the City to pay itself to use its own building as was previously recommended. There are so many types of nonprofits both large and small that in the end we felt that there was a need to broaden the number of categories. We now recommend going from five categories to seven categories. One of the new categories pays nothing at all such as the City itself or school run events that are approved by the City Council. We also created a new category #4 which tries to clarify and compromise a set of nonprofit users who probably should pay more than 40% of the fee but less than 80% of the fee. This new category calls for them to pay 60% of the fee and we've attempted to identify the characteristics that separate each of these categories from one type of nonprofit to another. We have highlighted in red the changes in these proposed categories and they are attached in your packet and dated February 11, 2016. The most complicated recommendation in this document is trying to find an appropriate category for Cold Comfort Theatre. When you compare them to other nonprofits they seem smaller than large promotional events or fundraisers but larger than community and business

benefit events and one day events. We will ask that you formally approve this new categorization of nonprofits subject to any changes you wish to make.

- D. So now we have one set of newly proposed rates that nonprofits will now pay a newly recommended percentage of. The obvious question is who's impacted the most. This can only be answered by comparing past use and past fees to the recommended increase in fees. Attached in your packet is a third document entitled "What nonprofits would pay?" This document has a variety of lines highlighted in red in anticipation of particular Council interest. Cold Comfort Theatre would see the largest increase as they paid nothing in the past and now would be asked to pay 60% of the resident weekend rate for 7 full days of practice and performance. We certainly welcome any guidance you have on this. At the end of this attachment you will see what entities will see the biggest increases or decreases in their fees. It is important to remember that each of these entities has alternative options to save money on fees by simply selecting a weekend in a different time of year or moving their event to a week day.

This has been a complicated endeavor but we welcome any thoughts or suggestions you may have. It will take some time to implement these fees as they will not apply to groups, 40, who have already booked their time in 2016.

10-F Discussion on selling memorials for the benches on the Armistice Bridge.

For several years the City discussed the possibility of putting benches on the Armistice Bridge. This past Fall we installed eight of them. Two of them bear memorials to the American Legion and the Veterans of Foreign Wars. A third one was requested and Council supported the installation of a private memorial with full reimbursement to the City for the cost of the bench and its installation.

That leaves five benches without memorials and at least three individuals who've been pushing for a couple of months who sought to place memorials to their loved ones who lived in Belfast. I have asked these people to hold back as we were trying to offer memorial benches to our largest financial contributors on the Rail Trail. The courses continue to sound for interest in these benches and I need some direction from the Council on how we are going to proceed. If you wish to sell these memorials I would ask that you set a price and work with me on a process in view of what is presented here.

10-G Update on the recommendations for the future layout of moorings in the Outer Harbor.

The Council created an Ad Hoc Committee on the Outer Harbor to address a variety of concerns relating to the layout and use of moorings in the Outer Harbor. The committee successfully worked to design a method to remove all commercial moorings from the Federal Navigation Project (FNP) as required by Federal regulation. They have also wrestled with a complicated balance of trying to meet both the needs of recreational boaters and commercial operators who utilize the Outer Harbor. Attached in your packet is a recent handout that was provided by the committee to the public at a public presentation of the recommendations which was held on January 25, 2016. Several Council members attended that informational session and largely heard support for the recommendations which are being made. At this present time the committee's consultant and the Harbor Master are working with the City's attorney to draft ordinance language. We need some direction from the Council as to how you wish to proceed. Do you wish to receive the recommendations without ordinance language or with ordinance language? Everyone is most eager to move this matter to conclusion and we commend this committee for working so hard over the last six months to work through this difficult task.

10-H Update from the Economic Development Director regarding a couple of potential applications for CDBG Economic Development Program grants.

We have a couple of local businesses that are seeking the City's help in applying for these grants and we are working with them and wanted to update you on our progress.

10-I Request for approval of the Shrine Parade on June 18, 2016 at 2:00 p.m.

This will be a very long parade and will include two Shrine Temples both Anna and Cora from the Bangor region and the Lewiston- Auburn region.

10-J Update on working with CMP on reducing lighting.

Wayne Marshall will make a verbal presentation to you at the meeting.

10-K Signing of Council Orders

That's about it for now. Monday, February 15th City Hall is closed for President's Day. Have a safe, warm and enjoyable long weekend. Don't forget to support your local merchants and farmers.

**City of Belfast
Consent Agenda
Tuesday, February 16, 2016
Meeting #16**

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

9) Permits, Petitions and Licenses - Consent Agenda

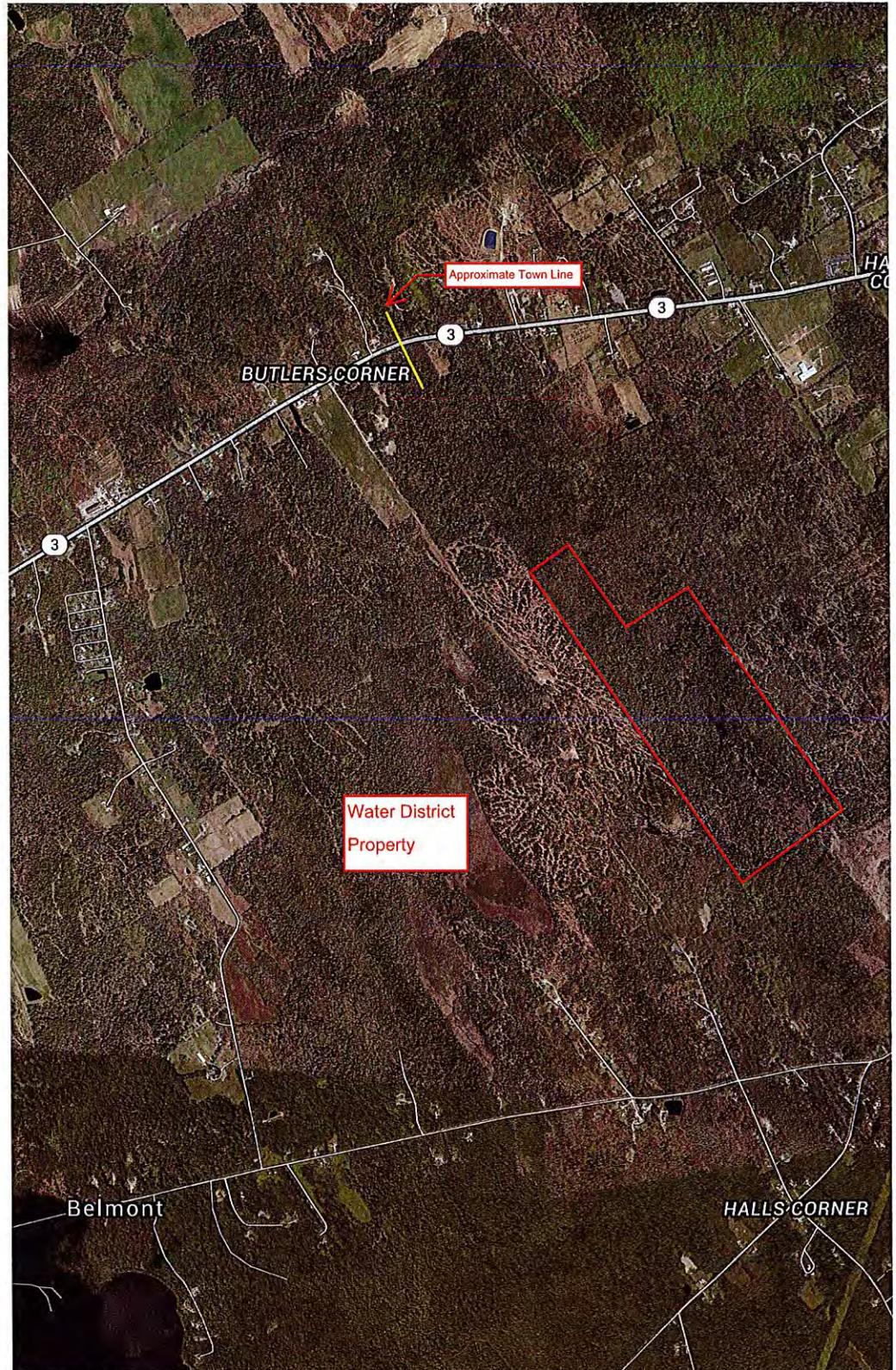
- A. Request to approve the application by Rosamond Peters d/b/a Nautilus Seafood & Grill, LLC located at 3 Main Street, Belfast for a renewal Malt, Spirituous and Vinous Restaurant/Lounge liquor license.**

Motion to approve a request of the application by Rosamond Peters d/b/a Nautilus Seafood & Grill, LLC located at 3 Main Street, Belfast for a renewal Malt, Spirituous and Vinous Restaurant/Lounge liquor license.

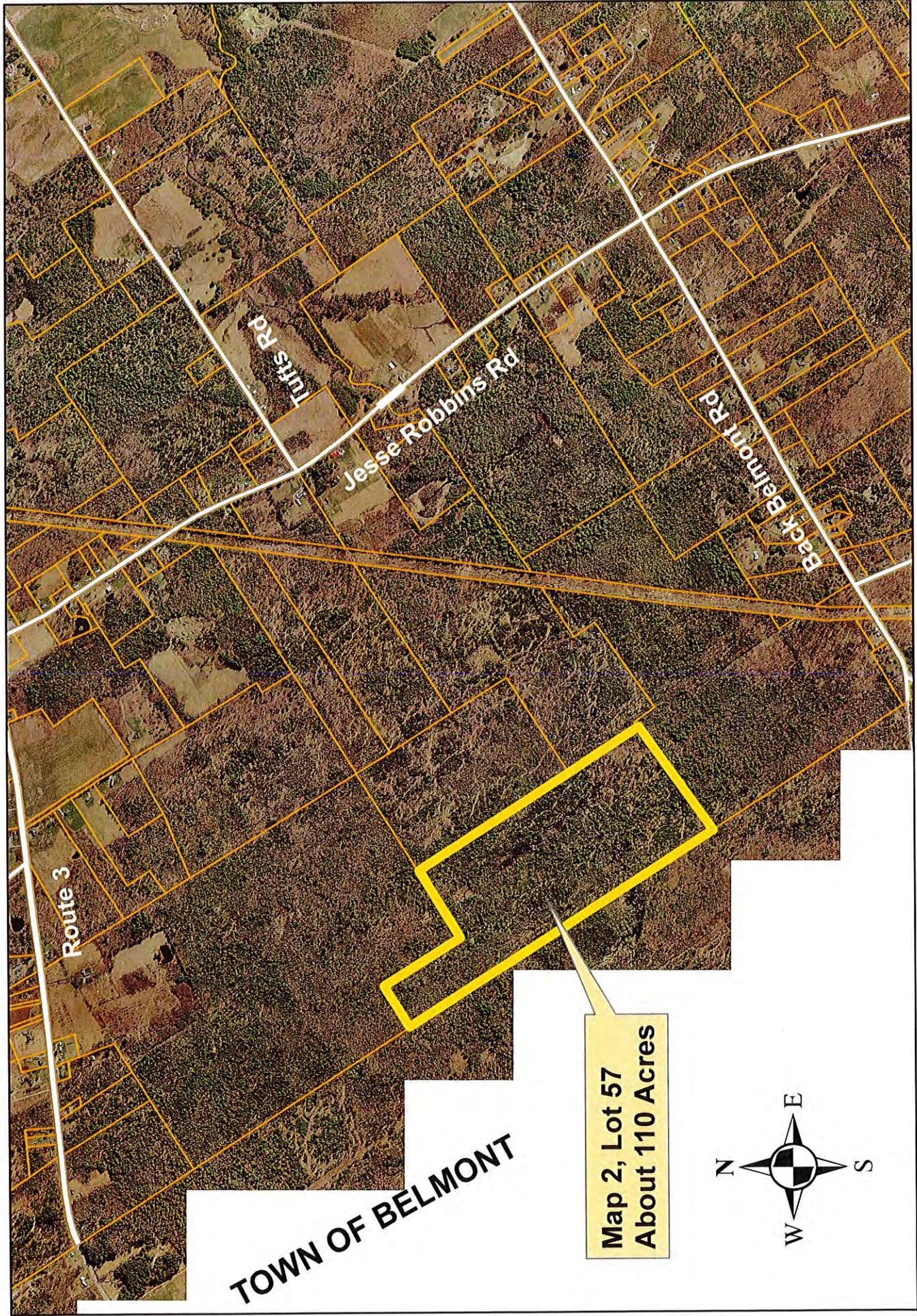
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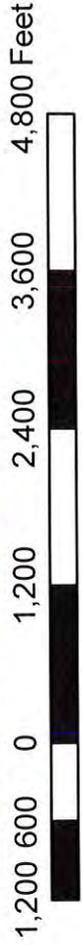


BELFAST WATER DISTRICT PROPERTY - MAP 2, LOT 57



TOWN OF BELMONT

**Map 2, Lot 57
About 110 Acres**



AGENDA TOPIC 10.C

TO: MAYOR & CITY COUNCIL
FROM: WAYNE MARSHALL, CITY PLANNER
DATE: FEBRUARY 11, 2016
RE: FRONT STREET RECONSTRUCTION PROJECT

I will be seeking several decisions from the Council at your meeting of Tuesday night regarding the Front Street Reconstruction project and also will be seeking your direction on additional concerns. I have discussed most of these concerns with the Council at nearly every regular Council meeting since your meeting of December 1st, so I have mostly provided an outline to help guide the discussion that we will want to have with the Council at your meeting of February 16. Mandy Olver, Olver Associates and I will be at the meeting to answer questions.

1. PROJECT BIDS.

Construction bids are due on Tuesday morning, February 16 at 10:00 am. Staff will review the bids that day, and will be prepared to speak with the Council on Tuesday evening regarding the overall impact of the bids received on project construction; particularly, how the bids compare to the construction cost estimates. We will speak to concerns such as the ability to do the two bid alternates based on available funds; the parking lot at Front Street and Peirce Street and the replacement sewer and storm drain line between Washington Street and Front Street, as well as any concerns that we would like to highlight from the bids.

Staff WILL NOT be asking the Council to award a bid at the meeting, however, we may (or may not) ask you to accept the bids. Staff will not have had sufficient time to review the bids by the time of the Council meeting, and we will need to work with the Water District and Water District Trustees in determining which bid to accept. That said, we may ask the Council to meet in a Special Meeting before your next regular meeting of March 1 to consider the award of a bid if it appears that a Special Meeting would foster our ability to start this project at the earliest date possible. As we have discussed with the Council, the City needs to obtain EDA approval of both our selection process and the contract we issue, and each of the above 2 steps could take 30 days according to our EDA project representative.

2. MAINE MUNICIPAL BOND BANK APPLICATION (MMBB)

The Council has decided to apply to the MMBB to obtain a 20 year bond (loan) to help pay project costs. The Council has discussed borrowing approximately \$2,000,000 to help pay the City share of the cost of this project, as well as to help pay the City share of costs for the recently completed Downtown Revitalization project on Cross/Miller/Spring Streets and the brownfields

clean-up of the Maskers property. The application to the MMBB is due on Wednesday, February 17. The City is pre-approved to submit an application up to \$2,150,000 to the MMBB. On Tuesday night, I will be asking the Council to adopt a motion to approve submission of a MMBB application for the amount that you now want to borrow.

I have attached information I provided to the Council at past meetings that generally describes the amount that needs to be borrowed for the above projects, as well as general terms for borrowing funds.

3. CMP Work on Front Street

The City is working with CMP to relocate and/or replace existing utility poles on Front Street as part of this project. CMP will pay the cost to replace all existing poles from the Treatment Plant to Peirce Street at no cost to the City. The City, however, is responsible for the cost of relocating and replacing existing poles located between Main Street and the Treatment Plant. Five poles must be replaced and relocated, and 2 other poles (near the Treatment Plant) require changing the configuration of existing wiring at the top of the poles. The cost of this work is about \$86,000.

Eric Hardy, Olver Associates, Jon Carman, Treatment Plant, and I met with CMP representatives on Wednesday, February 10, to review the lay-out of the power poles. We need several decisions from the Council to enable this work to move forward. The attached photos help to illustrate the work which we need the Council to approve. We request the following:

- 1) Photo #1. We request Council approval to remove about 14' of vegetation at the bottom of Park on Main. The vegetation must be removed to relocate the power pole and to accommodate the new parking and sidewalk lay-out that the Council has reviewed and approved. Bob Richards has stated that Public Works can remove the vegetation.
- 2) Photo #3. We request Council approval to remove the existing spruce tree located near the Treatment plant. Tree must be removed to allow the location of the utility wires on the rear of the existing pole in this location. Tree appears to be in poor health. Because of its location (existing utility wires and Treatment plant facilities) we would contract with Benner Tree Service to remove the tree.
- 3) Photo #4. We request Council approval to remove the existing flag pole and to prune the limbs on the maple (?) tree next to the Treatment Plant. The relocated electric wires result in the flag pole being located too close to the wires. Jon Carman is comfortable with eliminating the pole and intends to fly a flag on the outside of the building to replace the flag pole. I have contacted Norm Poirier, Parks and Rec (out of office this week) to see if the City may have an alternative use for the pole. Bob Richards is currently determining if Public Works has the ability to remove the pole (I will know by the meeting). If he does not, we will need to contract with a firm to remove the pole. The tree will be pruned on the side nearest the pole, but it can remain and should still have a good canopy.

I can answer any questions regarding the CMP power project at the meeting. They may start work on the pole replacements within the next 4 weeks and relocating the power lines within the next 6 - 8 weeks.

4. Additional Lighting on Front Street.

The Council, at your 2nd meeting in January, expressed potential interest in adding street lamp lighting on Front Street between Main Street and the Front Street Pub/Belfast Yards. The Council also has discussed the option of adding LED fixtures on the existing CMP poles. I spoke with CMP representatives in the field on Wednesday (see above). Steve Cookson and Richard (?), CMP, stated that CMP cannot locate light fixtures lower on the power poles than the current cobra lights. When we last spoke, I also stated that we could get some initial sense if there may be money in the project budget to support adding street lamp lighting after the bids are received. As such, your February 16 meeting can be an opportunity for the Council to consider if you want to pursue street lamp lighting.

Olver Associates, Dirigo Engineering, Water District staff and City staff are working hard to help make this project a reality. We are now nearing project construction. Lots going on and lots more to do. We look forward to working with the Council at your meeting on Tuesday night to take the next steps.

FRONT STREET RECONSTRUCTION PROJECT ESTIMATED COSTS

The City, in its EDA grant, estimated that the total project cost would be **\$3,800,000**. Our updated cost estimate (January 5, 2016) is **\$ 4,100,000** (\$ 4,098,000).

City, in its application to the EDA, anticipated using following sources of funds for project:

- EDA Grant - \$ 1,900,000
- Belfast Water District - \$ 630,000
- City - \$ 1,270,000

The revised cost estimate results in the City needing to increase its share of the project cost by about \$300,000 to \$1,570,000.

Breakdown of Estimated Project Costs

1) Project Engineering & Management	-	\$ 170,000	(\$141,540 City & \$26,500 Water)
2) Project Inspection Services (estimated)	-	\$ 173,000	(\$145,500 City & \$28,000 Water)
3) Clarke & Kaber Property Purchase	-	\$ 150,000	(Reimbursable Share)
4) Miscellaneous (Legal, Advertising, etc)	-	\$ 20,000	
5) Project Construction (City Work)	-	\$ 2,870,000	
6) Project Construction (Water Work)	-	\$ 575,500	
7) CMP Pole Work (Preliminary Estimate)	-	\$ 90,000	
8) CMP Alternate Street Lights (A Guess)	-	\$ <u>50,000</u>	
TOTAL		\$ 4,100,000	(\$ 4,098,000)

BORROWING COSTS and AMOUNT NOW AVAILABLE ANNUALLY FROM TIF

Downtown TIF is now generating about **\$182,000** annually. As noted above, City is currently committing about \$110,000 of this amount to annual expenditures, meaning that there is a balance of about **\$72,000** to apply to debt service payment for the Front Street bond. Also, as noted at Tuesday night's work session, there is now about **\$430,000** in the TIF Account.

Northport TIF is now generating about **\$8,000** in revenues above amount needed to bond obligations. City could apply this amount to Economic Development Director costs and free up about \$8,000 of Downtown TIF to apply to Front Street bond.

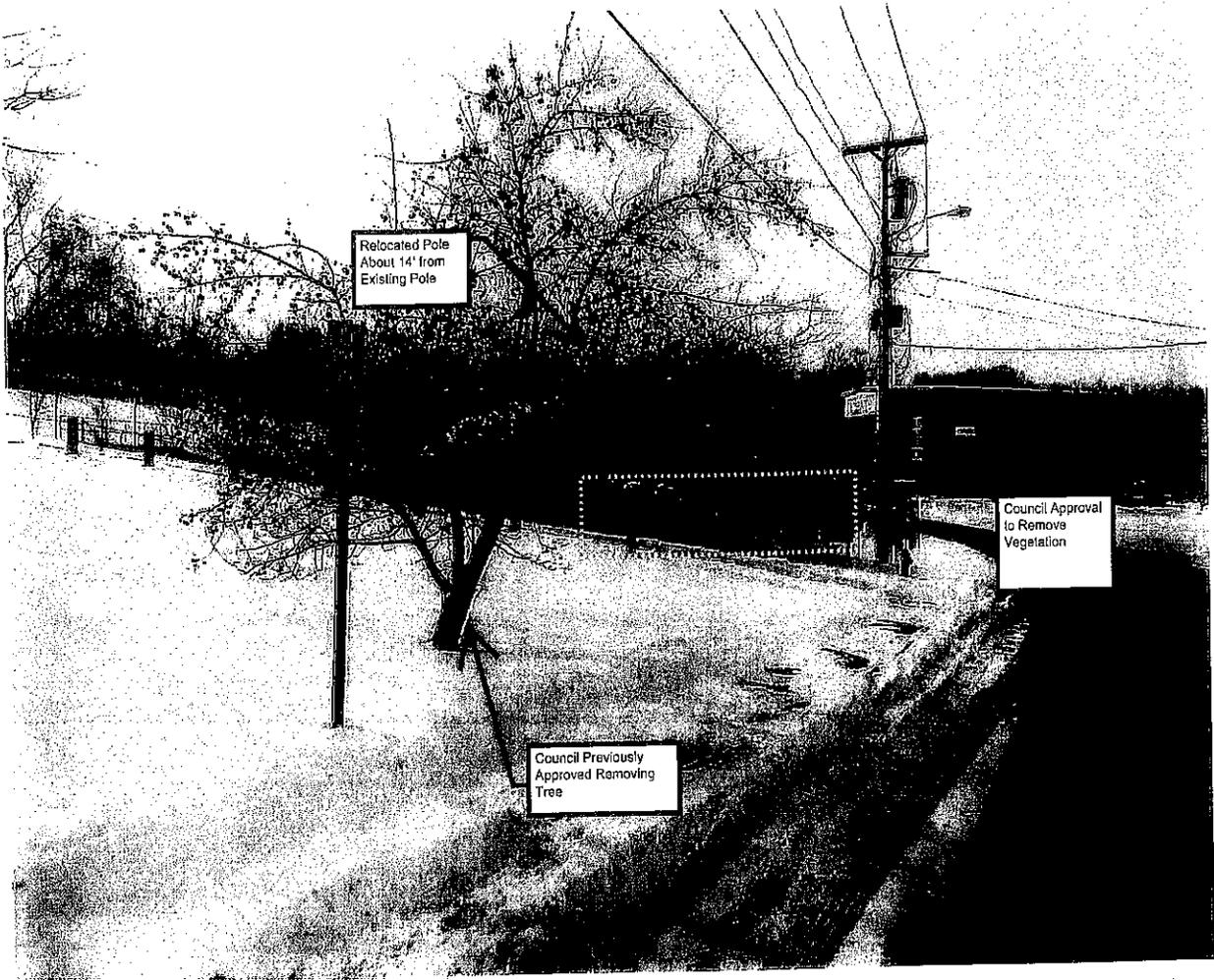
Thus, City now has about \$80,000 in TIF revenues to apply to bond. If Building 6 is constructed, there likely would be an additional \$55,000 or so in annual revenues, for a total of **\$135,000** annually.

According to information from Maine Municipal Bond Bank (reference chart below), City would need between \$ 143,000 and \$128,000 to repay annual debt service on bonds beginning in 2017, and the amount of annual debt payment would gradually be reduced as the City pays off the principal.

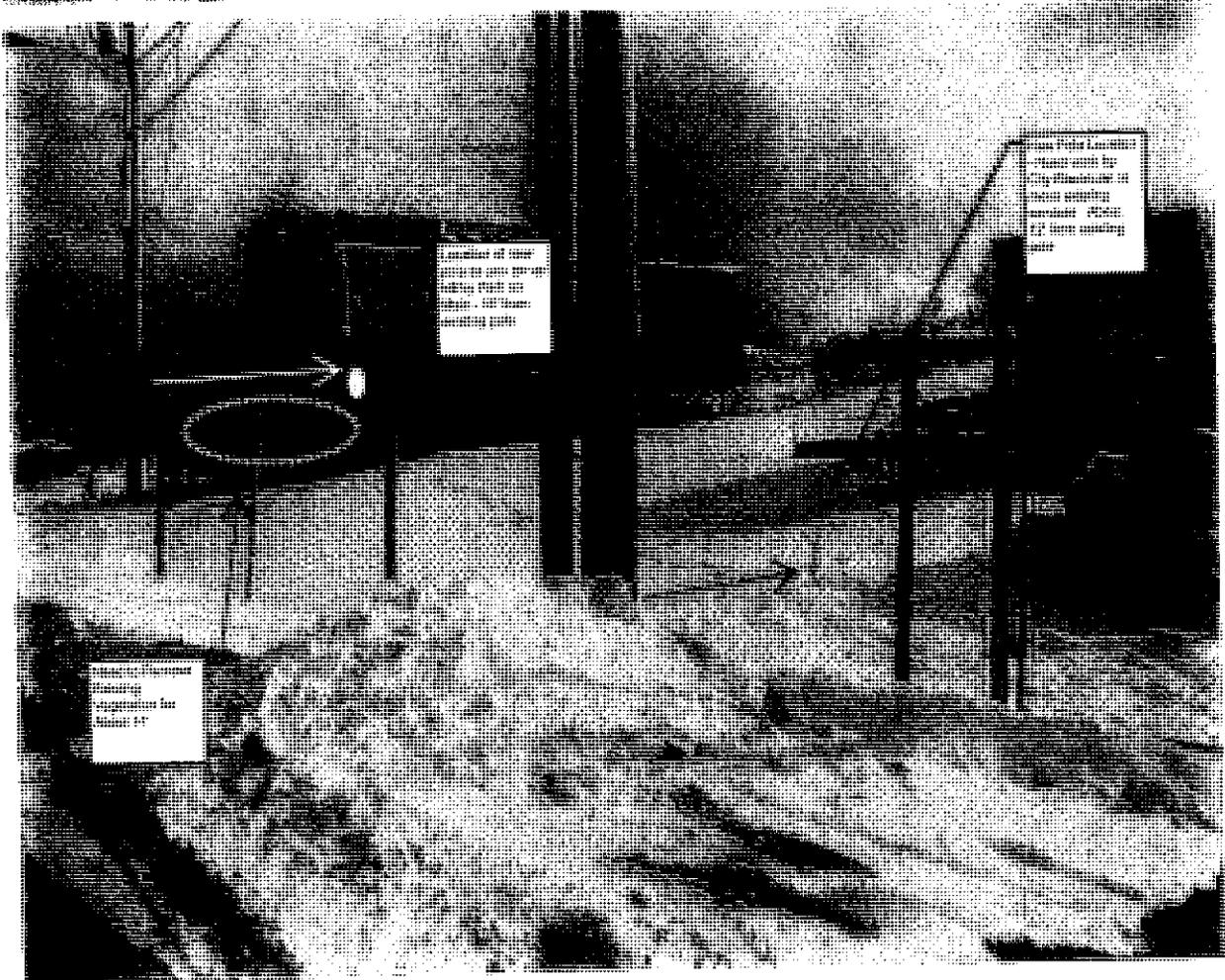
In short, if Building 6 is constructed, City likely has the revenues from the TIF to pay annual debt service on the bond at the target levels of \$1.9 to \$1.7 million, which assumes that the City will take reasonable measures to either reduce project costs or reduce the amount that needs to be borrowed.

Loan Amount	Interest Rate	2017 (May)	2027 (May)	2036 (May)
\$2,200,000	3.20%	165,835	147,455	116,215
\$2,000,000	3.20%	150,350	131,450	105,650
\$1,900,000	3.20%	142,832	127,347	100,367
\$1,800,000	3.20%	135,315	120,645	95,085
\$1,700,000	3.20%	127,797	113,942	89,802
\$1,500,000	3.20%	112,762	98,587	79,237

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10.E

Boathouse Rates Dated 2/11/16 Recommended by JJS

PRIME SEASON

Fri. Memorial Day Weekend to
Mon. Columbus/Indigenous Peoples Day Weekend

	Resident	Non Resident
Weekend	\$1,800	\$2,900
Weekend Day	NONE	NONE
Week Day Rate	\$180	\$260

SHOULDER SEASONS (two)

Spring: March 15 to Thursday Memorial Day Weekend

Fall: Mon. After Columbus /Indigenous Peoples Day Weekend

	Resident	Non- Resident
Weekend	\$1,400	\$2,000
Weekend Day	\$525	\$725
Week Day Rate	\$140	\$200

Boathouse Rental Fees:

JJS 2/11/16

Proposed Categorization of Non- Profit Users and related Fee Discounts

Category #1 Pays 0% of the fee NO CHARGE

General Characteristics:

- City organized and run events. (Not just sponsored but completely run by the City)
- School Organized and run events as permitted by the Council
- Large Volunteer (many hands)based efforts that regularly and directly build, install or maintain tangible improvements in the City

Examples:

- Elections
- Meetings for Harbor, Planning, City Council
- School Sponsored dances, events, elections etc
- Pie and Story Telling Festival (A Parks Dept. run event)
- Ukulele festival (A Parks Dept. run event)
- Parks Department organized and run events like Yoga Classes
- Garden Club
- Window Dressers

Category #2 Pays 20% of the fee

General characteristics:

- Annual meetings small local entities
- Groups that primarily exist to financially support City departments and City initiatives
- May be closed to the general public
- may be run at a time of year when there is little other demand
- Children focused events

Examples:

- Our Town Belfast Annual meeting
- Home School Fair
- Friends of the Parks/library/ Cemetery
- Weiner Fest (Friends of the Parks)
- Ch. #2 Cable TV meetings
- Boy Scouts
- Earth Day

Category #3 Pays 40% of the fee

General Characteristics:

- Smaller scale events **and fundraisers**
- one day/part of a day
- Events which raise money to promote the City and its economy
- Community and Business benefit events
- Annual meetings larger local and out of Town entities

Examples:

Our Town Belfast, Creative Coalition, Chamber Fundraisers
Red Cross blood Drive
Hospital Annual meeting
Public health related forums
YMCA or health related/**teaching events**
MCF/CMLT meetings
New Year's by the Bay (They can't select the day of the week so we charge weekday rate)
Broadreach Mom prom
St. Margaret's New Hope for Women

Category #4 Pays 60% of the Fee

General Characteristics:

- State Agencies, County Agencies,
- Non- Governmental agencies whose main office is in another Town or City
- Meetings, Classes, Public Information but not fundraising
- Private support for Chamber and OTB events
- Multi day ticket sale performance event that includes a weekend (pays 60% of weekend rate)

Examples:

Islesboro Land Trust
Coastal Mountain Land Trust
Friends of Mid Coast Maine
Maine Community Foundation
Chamber Business after hours
Cold Comfort Theatre

What Non Profits would pay: **Dated 2/11/16**

			The Past	v.	Proposed
			2 YEARS		
<u>Month</u>	<u>Name/Organization</u>	<u>DAY</u>	<u>BEFORE</u>		<u>AFTER NEW FEE</u>

***Means event booked in 2015
Non marked events from 2014**

CLOSED

January

New Year's By The Bay	Assume weekday	\$0*	.40% X \$140	\$56
MRC Regional Meeting	Wed	\$0*	.60% X \$140	\$84
Belfast School Board	Mon	\$0*		\$0
Withdrawal Budget Election	Tues	\$0*		\$0

February

SPRING SHOULDER SEASON

March 15 forward

Parks & Rec. Meeting	Thur	0		\$0
Home School Project Fair	Sat	\$100*	.20 X \$525 = \$105	Pay 1 of 2 days
AGM Winterport Dragway	Sun	\$75	Gone:	open weekend day
OTB Annual Meeting	Thurs	\$0*	.20 X \$140	\$28
Marine Patrol Meeting	Thurs	\$175	Non- Res .8 X \$200	\$160

April

Boy Scouts Award Dinner	Fri	\$50*	.2 X \$525	\$105
Cold Comfort Play	Whole week	\$0*	.6 X \$1,400=	\$840? 7days
Earth Day	Sun	\$0*	.20 X \$525	\$105

May

P&R-Kite Building	Sat	\$0		\$0
Friends of Midcoast ME	Thurs	\$150*	Non-res.60 X \$200	\$120
Garden Club Plant Sale	Sat	\$0*		\$0
Troy Howard M.S. Dance	Sat	\$0*		\$0
City Meeting	Wed	\$0		\$0
Broadreach Mom Prom	Fri/Sat	\$0*	.40 X \$525	\$210

PRIME SEASON

June

Ukulele Festival (Parks)	Sat	\$0		\$0
Maine Dept. Training	Thurs	\$75	.80 X \$180	\$144
City Election-School	Tues	\$0		\$0
ME Community Foundation	Thurs	\$150*	Non-res.60 X \$260	\$156
Trek Across ME	4- Days	\$1,500*	1. X \$1,800	\$1,800
Maine Fare	5-days	\$450*	Gone: now open weekend	
Harbor Meeting (City)	Wed	\$0		\$0
BEL Community TV	Tu	\$75*	.20 X \$180	\$36

July

AmeriCorps Foundation	Wed	\$100*	.60 X \$180	\$108
P&R Patriotic Music	Fri			\$0
Red Cross Blood Drive	Mon	\$100*	.40 X \$180	\$72
OTB Auction	Wed	\$0*	.40 X \$180	\$72
Islesboro Trust	Tu	\$90*	.60 X \$180	\$108
CMLT Rail Trail Fundraiser	Wed	\$100*	.60 X \$180	\$108
Bird Carvers	Weekend	\$500*	Gone: now open weekend	
Down East Yacht Club Dinner	Mon	\$150	Private	\$180
Summer Nights (Parks)	Thurs	\$0		\$0
Celtic Festival	Weekend	\$500*	.30 X \$1,800	\$540
Chamber After Hrs.	Wed	\$75*	\$.60 X \$180	\$108
Summer Nights (City)	Thurs	\$0		\$0

August

School Board Election	M,T,W	0		\$0
Chamber After Hrs.	Thurs	\$100	.60 X \$180	\$108
State Assessors Conf	Tu	\$150*	non Res .6 X \$260	\$156
Harbor Fest	Weekend	\$400*	.30 X \$1,800	\$540
CMLT Annual Meet	Tu	\$100*	.60 X \$180	\$108
Belfast Water District	Tu	\$75	.60 X \$180	\$108
Waldo County	Thur	\$100	.80 X \$180	\$144
Peace Festival	Weekend	\$750*	.30 X \$1,800	\$540
Red Cross Blood Drive	Mon	\$100*	.40 X \$180	\$72

September

Weiner Festival	Sun	\$100*	.20 X No Wkend Day Rate so \$100?	
Council Meeting	Wed	\$0	\$0	
St. Marg./New Hope	Fri/Sat	\$200*	.40 X No Wkend Day Rate so \$275?	

October

Parks & Rec Meeting	Wed	\$0	\$0	\$0
Conf on Kids Community	Tu	\$75	.40 X \$180	\$72
Pie & Story Festival (Parks)	Sun	\$0*		\$0

Fall shoulder season

Therapy Dog Eval.	Sun	\$150*	.40 X \$480	\$192
Chamber After Hrs.	Wed	\$100*	.60 X \$140	\$84

November

City Election	Tu	\$0*		\$0
Window Dressers	11 Days	\$0*	\$0	Pay 0 for 11 days

December

Sweetser Meeting	Thur	\$100*	.60 X \$140	\$84
Transfer Station Mtg.	Th	\$0*		\$0
Harbor Festivites	Sat	\$0*		\$0
BAHS Concert	Sun	\$0*		\$0

2015 actual Revenue \$5,715
If we collected the new fees \$6,396

Any revenue (past or newly proposed) for the Bird Carvers, Cold Comfort or Maine Fare was not counted in either of these two numbers.

Biggest Increases:

Trek Across June weekend	\$1,500 to \$1,800
Cold Comfort April whole week	\$0 to \$840 Move off weekend take 4 weekdays days save \$504
Mom Prom Memorial Day 2 days	\$0 to \$210 move off weekend save \$154
Earth Day April weekend Day	\$0 to \$105 Move off weekend save \$77

Our Town Belfast Auction	\$0 to \$72
Boy Scouts April Weekend day	\$50 to \$105 Move off weekend save \$77
New Hope Fundraiser September weekend	\$200 to \$275 Move off Prime weekend save \$203
Harbor Fest August weekend	\$400 to \$540
Maine State Training June weekday	\$75 to \$144
MRC Regional meeting January weekday	\$0 to \$84
Therapy Dog Evaluations	\$150 to \$210 Move off weekend save \$154

Biggest decreases:

Peace Festival August Weekend	\$750 to \$540
Red Cross blood drive July weekday	\$100 to \$72
Friends of Midcoast May weekday	\$150 to \$120
Cable TV June weekday	\$75 to \$36



**CITY OF BELFAST
OUTER AND COASTAL HARBOR PLANNING PROCESS
SUMMARY SHEET**

Over the past several months the Harbor Committee has been developing a plan for managing the outer and coastal harbor areas. Below is an overview of the harbor planning process.

Background

Currently there are 250 moorings in the Outer and Coastal Harbors. These harbors make up the majority of the City's harbor and waterfront. Geography creates natural limitations due to prevailing winds, currents, accessibility of deep water, and access to protected areas. In addition, access to shore side facilities is limited due to historic land side development patterns.

A large portion of the harbor is within a Federal Navigation Project (FNP). Recently, the Army Corp of Engineers notified the City of Belfast that commercial moorings need to be removed from the FNP to be compliant with the rules associated with federally dredged harbor areas. At the time of the notice there were 15 moorings that fell under this category.

Harbor Plan Recommendations

- *Relocate "Non-conforming Moorings"* – As a first step, the committee recommended relocating the "non-conforming" moorings in the FNP to other locations within the harbor. This has been accomplished already which leaves room for some relocation of "conforming" moorings from the relocation list.

- *Anchorage Areas* - The committee recommends dividing the Outer and Coastal Harbors into sub areas which we are calling Anchorages. There are three (3) Anchorage Areas – Anchorage A, B and C. Each anchorage has different characteristics and could serve different mooring users.
 - Anchorage A – Is closest to the municipal facilities, has good depths, and is outside of FNP. This area is important for a wide variety of users.
 - Anchorage B – Covers all the harbor area within the FNP. Portions of this anchorage are in close proximity to municipal facilities and other points of access. Shelter and sea conditions are less desirable. No commercial moorings are allowed.

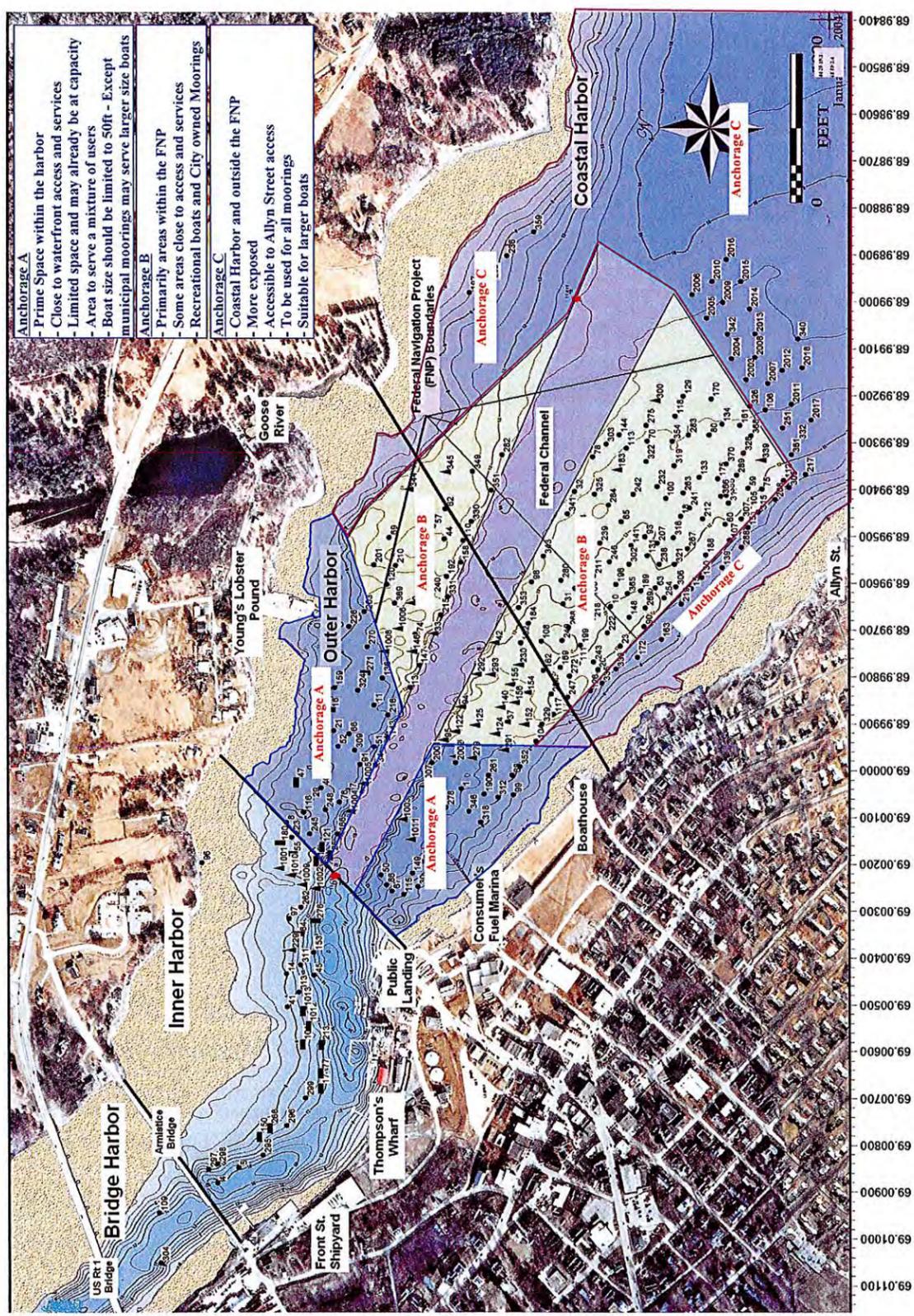


- Anchorage C – Is the farthest area from municipal facilities. It is located in the coastal harbor and provides less accessibility and shelter. This anchorage is reserved for all types of moorings and is well suited for larger boats.

Management Goals for Anchorage A

- The committee identified Anchorage A as the prime location within the harbor due accessibility of existing facilities, depths and shelter. This area is at or very near capacity and will likely be considered closed by the Harbor Master.
- Moorings in Anchorage A should be available to a mix of users including recreational boaters, commercial fishermen, service moorings, transient moorings, commercial businesses, and municipal moorings.
- Moorings in Anchorage A should be managed with the following goal - 30% of the moorings are commercial/municipal; 70% of the moorings are recreational/all other.
- Available space in the inner harbor should be used first for commercial users.
- Any private transient moorings need to be supported by shore side facilities and have the capacity to manage transient boaters.
- Commercial seasonal rentals should not be allowed in Anchorage A because of the desirability of this location for other users.
- The size of boats in Anchorage A should be no greater than 50', with the exception of municipal moorings which could serve large boats at the harbor masters discretion.
- Moorings in Anchorage A should be used since it is an area in such high demand. The moorings in Anchorage A that are not used as permitted at least 50% of the time for three consecutive months during the calendar year may have their mooring deemed abandoned and removed by the City.

Belfast Harbor



Scale: One inch equals 700 feet

Not to be used for navigation

06/09/2015

10.4

Update from the Economic Development Director regarding potential future Community Development Block Grant Economic Development Program applications.

Previously, the City of Belfast has been successful in securing funds through the Community Development Block Grant (CDBG) Economic Development Program to assist Belfast businesses who are expanding and creating new jobs. Under this program, a business can secure up to \$30,000 for each new full-time job that it creates, and a business can secure up to a total of \$1,000,000 through this program; a business however must match the grant on a dollar-for-dollar basis. 51% of any new jobs created as a result of the funded activity must be taken by persons of low to moderate income (as defined by the U.S. Department of Housing and Urban Development).

These funds can be used for capital and non-capital equipment, land and site improvements, rehabilitation or construction of commercial or industrial buildings, job training, working capital and capital equipment; acquisition is not an allowable activity under this program.

The Economic Development Director will provide an update to the City Council regarding one or more potential grant applications to be submitted during the upcoming grant cycle.

**Request to use Facilities that
Belong to the Citizens of the City of Belfast
Updated February 5, 2015**

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

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

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

Please attach maps, additional sheets, event outlines etc. - that help to explain your request.
If any of the following questions do NOT apply to your event simple write N/A (not applicable) in the space provided. Thank you.

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

WALTER ASH
BELFAST SHILINE ANNA TEMPLE AND KORA TEMPLE

If you are not going to be the primary contact for this event – then who is and please provide their full name, phone number and email address:

N/A

2. Describe in detail the nature of this event (What are you planning on?):

LONG PARADE WITH MANY MINI VEHICLES
AND CLOWNS

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

High School to John St to High to Shrine
CLUB

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

June 18, 2016

SATURDAY
2:00PM

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

POLICE CHIEF AGREES WITH ROUTE AND
WILL PROVIDE SUPPORT

If yes then who will manage these closed off Streets?

N/A

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

NO

7. How many people do you expect?

1,000 +

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

NO

9. Will any alcohol be served or consumed at this event? (If yes provide details)

Where? - Attach MAP

NO

By Whom: Name and Phone contact number:

WALTER ASH

10. Does this event call for any type of open fire - including for cooking purposes? (If so describe what fire safety measures you plan on employing associated with this potential hazard?)

N/A

11. Will you be renting spaces to vendors on City Property? Yes _____ No

If yes where do you propose they set up? (MAP Location) _____

N/A

12. Describe what type of vendor and the charges you propose to assess against them.

NA

13. Will you have insurance in the amount of \$1,000,000 that also names the Inhabitants of the City of Belfast as an additional named insured party to hold the City of Belfast harmless from any and all injuries that may occur as the result of any negligence on your part in conducting this event?

Yes

14. Who is your insurance agent that will provide proof of this coverage to the City?

TO BE PROVIDED

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

lots of clapping
SOUL MUSIC

16. How do you propose to handle garbage removal?

N/A

17. How do you propose to handle parking?

N/A

18. How do you propose to handle security?

N/A

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

Public

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

None needed

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

N/A

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

WALTER ASH

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

Department

Service Requested

City Manager

Police

Fire/ Ambulance

Parks

Public Works

Harbor

Other?

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



FACILITY USE APPLICATION CHECKLIST

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

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

Signature _____ Date: _____

Printed Name: _____

ADMINISTRATIVE COMMENTS (Internal City use only)

City Manager's Office

Police Department

Fire/Ambulance Department

Parks Department

Public Works Department

Harbor Master

Boat House Rental Agent

Other Notes:
