



City of Caribou, Maine

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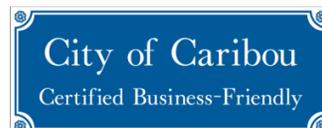
AGENDA Caribou City Council Regular City Council Meeting 6:00 P.M. Monday, June 22, 2015 Caribou City Council Chambers

1. Public Input
 - a) Seccession Committee
2. Declaration of Conflicts of Interest from the City Council regarding any agenda item.
3. Consider authorizing the minutes of the following meetings:
 - a) June 8, 2015 City Council Meeting 2-5
4. Consent Agenda
 - a) May 2015 Financials
 - b) May 2015 Police Department Report 6-7
 - c) Nylander Board Appointment 8
5. Complete Streets Policy 9-13
6. 16 Sincock Street 14-16
7. Nasiff Land LLC – Dangerous Buildings 17-19
8. Sand and Paving Bids 20
9. Administration Ordinance Public Hearing 21-26
10. Façade Improvement Grant Program 27-29
11. Planning Board Appointment 30
12. Setting 2015 Mill Rate and Tax Commitment 31-35
13. Other Business
14. Executive Session pursuant to 1 MRSA 405(6)(C) to discuss real property and economic development.

Upcoming Meeting Dates:

Regular City Council Meeting July 13, 2015 at 6pm

Regular City Council Meeting August 10, 2015 at 6pm



A regular meeting of the Caribou City Council was held 6:00 p.m. on Monday June 8, 2015 in Council Chambers with following members present: Mayor Gary Aiken, Deputy Mayor David Martin, Philip McDonough II, Joan L. Theriault, Shane McDougall, Tiffany J. Stewart, and Jody R. Smith.

Austin Bless, City Manager was present.

Department Managers: Penny G. Thompson, Tax Assessor; David Ouellette, Public Works Director; Gary Marquis, Supt. of Parks & Recreation; and Lisa Shaw, Library Director.

Joshua Archer, representing the Aroostook Republican and Time Warner covered the meeting.

Council Agenda Item #1: Public Input

Roger Felix, Commander of the Lister-Knowlton VFW 9389 and Wayne Little, Commander of American Legion Post #15 spoke out against the City of Caribou reducing the funding levels for flags and flag holders for the graves of veterans from \$300 to \$50 for each of the organizations. Each year the two organizations place roughly 750 flags out, flags cost approximately 80 cents apiece, and they have to replace nearly half of the flags each year. Commander Little returned the \$50 check to City Manager Bless. Mr. Felix stated that the name of a veteran should be associated with the Caribou Connector. Mr. Little stated his concerns with Sitel employees using the parking lot adjacent to the American Legion hall. He suggested that a sign be installed saying "no all-day parking". American Legion members are older and find it difficult to walk distances.

Council Agenda Item #2: Declaration of Conflicts of Interest from the City Council regarding any agenda item.

Councilor McDougall declared a conflict of interest with Agenda #8 Caribou Stream Bridge Project.

Council Agenda Item #3: Consider authorizing the minutes of the following meeting:

a) May 11, 2015 Council Meeting

Motion made by P. McDonough, seconded by J. Smith, to approve the minutes of the May 11, 2015 Council Meeting as presented. (6 yes) So voted.

Council Agenda Item #4: Consent Agenda

a) April 2015 Financials

b) May 2015 Fire Department Report

c) May 2015 Library Report

d) Approval of Licenses

1. Lister-Knowlton VFW Post 9389 – add to current blanket letter the authority to have cards/cribbage daily 8 am to 4 pm until December 31, 2017.
2. The Par & Grill LLC – Special Amusement and Liquor Licenses

e) Election Warden Appointments

1. Jayne R. Farrin, Warden for the June 9, 2015 RSU #39 Budget Validation Referendum
2. Kalen Hill, Deputy Warden for the June 9, 2015 RSU #39 Budget Validation Referendum

Motion made by P. McDonough, seconded by J. Theriault, to approve the Consent Agenda with Business Items A-E as presented. (6 yes) So voted.

Council Agenda Item #5: ATV Club Request

Motion made by P. McDonough, seconded by S. McDougall, to approve temporary access of 1.28 miles on the Bowles Road for a mud bog fundraiser to be held by the Caribou ATV Club on June 28th. (6 yes) So voted.

Council Agenda Item #6: Sale of Fire Truck

Motion made by D. Martin, seconded by J. Smith, to accept the bid from Smith Farms, Inc. of Presque Isle in the amount of \$7,109. (5 yes, 1 no, S. McDougall) So voted.

Council Agenda Item #7: Abatement Recommendation from City Attorney

Motion made by P. McDonough, seconded by D. Martin, to abate personal property taxes for Allison Brown, account number 515 in the amount of \$752.06 and Central City Sheet Metal, account number 63 in the amount of \$1,967.76. (5 yes, 1 no, J. Smith) So Voted.

Council Agenda Item #8: Caribou Stream Bridge Project

Bids:

PNM Construction, Inc.	\$96,750
BMB Construction LLC	\$76,900

Funding Sources:

Grant	\$29,939.54
Collins Pond Recreation Trail Acct	\$19,420.00
RC2 TIF District	\$27,540.46

Motion made D. Martin, seconded by P. McDonough, to accept the low bid from BMB Construction LLC of \$76,900. (4 yes, 1 no, T. Stewart, 1 abstention, S. McDougall) So voted.

Council Agenda Item #9: VMS Request on Tax Repayment Agreement

Motion made by S. McDougall, seconded by P. McDonough, to continue with the original agreement that was executed April 22, 2015 between the City of Caribou and Virtual Managed Solutions (VMS) which applies payments to the past due personal property taxes first before real estate taxes. (4 yes, 2 no J. Smith and D. Martin) So voted.

Council Agenda Item #10: Credit Enhancement Agreement – Troy Haney

Motion made by D. Martin, seconded J. Smith, to approve as presented the Credit Enhancement Agreement between the City and Troy Haney d/b/a Haney’s Building Specialties and to authorize the City Manager to sign the necessary documents. (6 yes) So voted.

Council Agenda Item #11: Credit Enhancement Agreement – Sitel

Motion made by P. McDonough, seconded by J. Smith, to approve as presented the Credit Enhancement Agreement between the City and Sitel and to authorize the City Manager to sign the necessary documents. (6 yes) So voted.

Council Agenda Item #12: Slum and Blight Removal Grant Program

Motion made by P. McDonough, seconded by J. Theriault, to adopt and implement the proposed Slum an Blight Removal Grant Program as presented. (6 yes) So voted.

Council Agenda Item #13: Façade Improvement Grant Program

The program would help to improve the look of commercial and mixed use buildings in the City’s Downtown TIF District. Discussion.

Motion made by J. Smith, seconded by D. Martin, to table the adoption of a Façade Improvement Grant Program. (6 yes) So voted.

Council Agenda Item #14: Sexual Harassment Policy – Administration Ordinance

The Department of Justice is requiring additional changes to the City’s current policy.

Councilor McDonough introduced Ordinance No. , 2015 Series, An Ordinance amending Chapter 2 Administration, Short Title: An ordinance modifying the City’s Harassment Policy.

Public Hearing to be held June 22, 2015.

Council Agenda Item #15: Other Business

A. Councilor McDonough recommended that a meeting be held with the Commanders of the VFW and American Legion to discuss veterans’ graves.

B. Bids for Paint, Culverts, and Shim and Patch

Paint:

Franklin Paint Co.	\$10,700
Sherwin Williams	\$10,135

Culverts:

EJ Prescott	\$ 7,618.40
Shurtleff	\$ 7,604.07
Paris Farmers	\$ 6,812.40

Shim and Patch:

Trombley	\$ 74.50/ton
Lane	\$ 77.50/ton

Motion made by J. Smith, seconded by P. McDonough, to accept the three low bids from Sherwin Williams, Paris Farmers, and Trombley. Discussion concerning the bid from Trombley and that it was received past the stated time for delivery. Motion was amended by J. Smith, seconded by P. McDonough, to accept the bids from Sherwin Williams, Paris Farmers, and Lane. (6 yes) So voted.

C. Seession Public Hearing will be recorded and replayed on the cable channel.

Motion made by P. McDonough, seconded by J. Smith to adjourn at 6:53 p.m. (6 yes) So voted.

Upcoming Meeting Dates:

Public Hearing on Secession, June 11, 2015 at 6:00 p.m. at Caribou Performing Arts Center

Regular City Council Meeting June 22, 2015 at 6:00 p.m.

Regular City Council Meeting July 13, 2015 at 6:00 p.m.

Jayne R. Farrin, Secretary

Caribou Police Department					
MAY 2015 MONTHLY REPORT					
OFFENSE	Amount	OFFENSE	Amount		
1	Complaints	2652	40	Oper. Wrong Way on a One Way	1
2	Motor Vehicle Accidents	22	41	Allowing Violation/Unlawful Use	0
3	Escorts	9	42	Violation of Permit	0
4	Theft Complaints	18	43	Failure to Stop at Stop Sign	1
5	Crim. Mischief Complaints	3	44	Failure to Stop for Pedestrians	0
6	Animal Complaints	11	45	Passing Stopped School Bus	0
7	Domestic Complaints	9	46	Stops and Checks M/V	2143
8	Burglary Complaints	1	47	Parking Tickets	0
9	Oper. M/V Under the Infl.	1	48	Business Alarms	10
10	Criminal Trespass Comp.	4	49	M/V Permits	6
11	Motor Vehicle Theft	1	50	Handling Prisoners	44
12	Unsecured Doors&Windows	0	51	Running Intoxilyzer	1
13	Motor Vehicle Complaints	48	52	No Insurance	32
14	Missing Persons	1	53	Warrant Arrests	12
15	Harassment Complaints	7	54	Neg. Worthless Instrument Arrests	0
16	Assault Complaints	1	55	Leave the Scene of Accident	0
17	O.A.S. Arrests	4	56	Failure to Yield the Right of Way	0
18	Juvenile Complaints	3	57	Arson Complaints	0
19	Fight Complaints	0	58	Suicide Complaints	0
20	Noise Complaints	4	59	Disorderly Conduct Complaints	20
21	Attempt to Locate	4	60	Unlawful Sexual Contact	0
22	Lost & Found	6	61	Gross Sexual Contact	0
23	Neg. Worthless Inst. Comp.	1	62	Unattended Death Reports	4
24	Prowler Complaint	0	63	Burglary Arrests	0
25	Criminal Trespass	0	64	Violation of Protection Order Comp	0
26	Assist Other Agencies	16	65	Criminal Records Check	20
27	Assault Arrest	1	66	Refusal to Sign U.T.T.	0
28	Drunk Complaint	0	67	Violation of Liquor Laws	0
29	Litter Complaint	5	68	Violation of Tobacco Laws	2
30	Theft Arrest	3	69	Violation of Drug Laws	4
31	Oper.Unregistered M/V	3	70	ATV Violations	0
32	Oper M/V Without a License	0	71	Snowsled & ATV Complaints	6
33	Driving To Endanger	0	72	Juvenile Arrests	11
34	Expired Inspection	8	73	Prov. A Place for Minors to Consume Alc.	0
35	Excessive Exhaust/Noise	0	74	Criminal Mischief Arrests	0
36	Unnecessary Noise	2	75	Violation of Bail Conditions	1
37	Unauthorized Use of Property	0	76	Seatbelt Violation	32
38	Speeding	30	77	Disorderly Conduct Arrests	0
39	Fail to Stop for an Officer	0	78	Receiving Stolen Property	0

Caribou Police Department

OFFENSE		Amount	OFFENSE		Amount
79	House Watch Requests	3	91	Refuse to Submit to Arrest	0
80	Carrying a Concealed Weapo	0	92	911 Calls	16
81	Truant from School	0	93	Warnings	169
82	Criminal Threatening Arrests	0	94	Assault Domestic Violence	1
83	Terrorizing Arrests	0	95	Check on Well Being/Mental Subje	16
84	Fireworks Complaint	0	96	Police Information	6
85	Making a False Public Report	0	97	Suspicious Activity/Person/MV	26
86	Child Endangerment Complai	1	98	Civil Complaint	6
87	Stalking	0			
88	Violation Of Protection Order	0			
89	Poss. of a Firearm by a Felon	0			
90	Multi-handgun purchase	1			

Respectively Submitted,

Chief Michael W. Gahagan
Caribou Police Department



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: Nylander Board Appointment

We have received an application from Richard Clark for the Nylander Board. This appointment would be to a seat that is currently vacant with a term through 2017. He has served as a monitor for woodland and Perham bogs and has a large interest in the history and work of Mr. Nylander.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: Complete Streets Policy

On the following pages is the Complete Streets Policy that was presented before the Planning Board at their last meeting.

Complete Streets are planned, designed, maintained and operated to enable safe, convenient, appealing and continuous travel networks for all users. Pedestrians, bicyclists, motorists and bus riders of all ages and abilities are able to safely move from destination to destination along and across a network of complete streets.

Julie Daigle from Power of Prevention will be here to discuss the policy and can explain it more in depth.

The Planning Board is recommending this policy.

Complete Streets Policy

1. Vision. Promoting pedestrian, bicycle, and public transportation travel reduces negative environmental impacts, promotes healthy living, advances the well-being of travelers, supports the goal of economic development, and meets the needs of all users, thereby helping to make Caribou the best four-season choice for its residents. The City of Caribou is a community in which all residents and visitors can safely and efficiently use the public right-of-way to meet their transportation needs.
2. Policy. This policy is inclusive of all users of all ages and abilities and all modes of travel including motorists; bicyclists; pedestrians, including persons with disabilities which may use mobility devices such as wheelchairs; public transportation services, vehicles and patrons; freight providers; and emergency responders.
3. Projects. Early consideration of all modes for all users will be important to the success of this policy. Those planning and designing projects that affect public streets will give due consideration to all roadway users from the very start of planning and design work. This will apply to all roadway projects, including those involving new construction, reconstruction, repaving/rehabilitation or roadway retrofit. Roadway retrofits may include changes in the allocation of the right-of-way and pavement space on an existing roadway, such as changes to the number and use of lanes, changes in lane widths, and /or reconfiguration of on-street parking.
4. Exceptions: These may be made under the circumstances listed below, prior to finalizing the design and budget for the intended project. Exceptions can be granted by the City Council.
 - a. Street projects may exclude those elements of this policy that would require the accommodation of street uses prohibited by law;
 - b. Ordinary maintenance activities such as mowing, snowplowing, sweeping, spot repair, joint or crack sealing, or pothole filling do not require that elements of this policy be applied beyond the scope of that maintenance activity;
 - c. Ordinary maintenance paving projects may only exclude the elements of this policy that would require increasing pavement width. However, when such projects do occur, the condition of existing facilities supporting alternate transportation modes should be evaluated as well as the appropriateness of modifying existing pavement markings and signage to support such alternate modes. This exception does not apply to street reconstruction projects;
 - d. Street reconstruction projects and maintenance paving projects which involve widening pavement may exclude elements of this policy when the accommodation of a specific use is expected to:
 - i. Require more space than is physically available, or
 - ii. Be located where both current and future demand is proven absent by the Caribou bicycle and pedestrian committee or its designee, or

- iii. Drastically increase project costs and equivalent alternatives exist within close proximity, or
 - iv. Have adverse impacts of environmental resources such as streams, wetlands, floodplains, or on historic structures or sites above and beyond the impacts of currently existing infrastructure.
 - e. Street projects may exclude the development of sidewalks in areas in which the City has approved alternatives such as paved shoulders, or outside the Urban Compact Zone.
- 5. Network. Complete Streets are planned, designed, maintained and operated to enable safe, convenient, appealing and continuous travel networks for all users. Pedestrians, bicyclists, motorists and bus riders of all ages and abilities are able to safely move from destination to destination along and across a network of complete streets.

Complete Streets can be achieved through network level improvements, through integration into single location projects, or incrementally, through a series of small improvements or maintenance activities.

Transportation improvements will include facilities and amenities, as appropriate, that are recognized as contributing to Complete Streets, which may include pavement markings and signs; street and sidewalk lighting; sidewalks and pedestrian safety improvements such as medians/pedestrian refuges, curb extensions and crosswalk improvements; improvements that provide ADA (Americans with Disabilities Act) compliance and full accessibility such as curb ramps and accessible pedestrian signals; improved pedestrian access to transit stops and centers; bicycle detection at intersections and bicycle accommodations including shared-use lanes, paved shoulders, wide travel lanes or bike lanes as appropriate; bicycle parking; and street trees, landscaping, and adequate drainage facilities, including opportunities for “green” stormwater management facilities and practices.

Special attention should be given to projects which enhance the overall transportation system and its connectivity. Specifically, high priority should be given to:

- a. Corridors providing primary access to one or more significant destinations such as a parks or recreation areas, schools, shopping/commercial areas, public transportation, or employment centers;
- b. Corridors serving a relatively high number of users of non-motorized transportation modes;
- c. Corridors providing important continuity or connectivity links to existing pedestrian or bicycle networks;
- d. Projects identified in bicycle/pedestrian plans.

The design of new, rehabilitated or reconstructed facilities should anticipate likely future demand for bicycling, walking, transit and motorist use and should not preclude the provision of future improvements.

The City of Caribou will coordinate and collaborate with other transportation agencies including MaineDOT, and other users of the public right-of-way, such as utilities and public transportation providers, to ensure that the principles and practices of Complete Streets are embedded within their planning, design, construction, and maintenance activities.

6. Community Context. Application of this policy shall take into account the goal of enhancing the context and character of the surrounding built and natural environments. Transportation facilities, including roads, should be adapted to fit and enhance the character of the surrounding neighborhood.
7. Design Standards and Guidelines. The City Council and/or their designee shall adapt, develop and adopt policies, design guidelines, zoning and performance standards and other guidelines based upon resources identifying best practices in street design, construction, operation and maintenance. Existing City policies, design guidelines, zoning and performance standards and other guidelines can be maintained as written if best practices were used in their development. Resources for best practices include, but are not limited to, the AASHTO Green Book; AASHTO Policy on Geometric Design of Highways and Streets; AASHTO Guide for Planning, Designing and Operating Pedestrian Facilities; AASHTO Guide for the Development of Bicycle Facilities; ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach; NACTO Urban Bikeway Design Guide; Manual on Uniform Traffic Control Devices; Highway Capacity Manual and Highway Safety Manual; and US Access Board Public Right-of-Way Accessibility Guidelines.

While fulfilling this Complete Streets policy, the City will be permitted to consider innovative or non-traditional design options that provide a comparable level of safety and utility for users as those listed above.

8. Performance Measures. The Caribou bicycle and pedestrian committee or their designee shall inform the City Council on an as-needed basis about the transportation projects undertaken within the prior year and planned within the coming year and the extent to which each of these projects has met the objectives of this policy. Reports can include, but are not limited to, linear feet of new or reconstructed sidewalks; miles of new or restriped on-street bicycle facilities; number of new or reconstructed curb ramps; number of new or repainted crosswalks; number of new street trees/percentage of streets with tree canopy; percentage completion of bicycle and pedestrian networks as envisioned by bicycle/pedestrian planning; transportation mode shifts; rate of children walking or biking to school; satisfaction levels as expressed on surveys.
9. Application. This policy will be applied primarily through the City's existing bicycle and pedestrian-friendly plans, which shall be reviewed and revised as needed by the Caribou bicycle and pedestrian committee. These plans specify the type and location of improvements and shall be implemented as funding becomes available or routine work is completed. Special emphasis shall be placed on those elements of these plans that can be

accomplished with little or no additional expense, such as providing bike lanes where existing pavement is adequate or where road shoulders are sufficient to allow for safe bicycle use.

Additional policy application activities will include, but not be limited to, developing project checklists that incorporate Complete Streets elements in the City's overall design processes; establishing design manuals that clearly set forth the standards to be followed for bike and pedestrian installations including signs and markings; and directing the bicycle and pedestrian committee to evaluate changes to the City's respective land development codes that will extend the Complete Streets concept into private developments through appropriate subdivision and site plan regulation.

Projects that are located within the public right-of-way and also included within the City's annual or multi-year capital improvement plans shall specifically reference how the project addresses Complete Streets issues.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: 16 Sincock Street

In May the Council set a hearing for tonight on the property at 16 Sincock Street. The owner was served with a notice of the hearing by the Hernando County Sheriff's Office on May 19. We also sent a letter to him in early April asking him about his intentions with the property. We have not heard from Mr. Wesson at all about the topic.

The property was heavily damaged in the fall of 2013 by fire. On the following pages are some pictures of the property that were taken last week. As you can tell by looking at the pictures the roof structure of the building has been extensively burned. There is hardly anything left of the roof truss system. This building certainly does not meet code.

The building also received heavy water damage due to the amount of water put on the fire by the fire department. The building sat all winter without being secured and has suffered damage from that as well.

The Building Official, Health Officer, Fire Chief and the Code Enforcement Officer all believe this property meets the statutory definition of a dangerous building as it is unsafe, unstable, unsuitable for occupancy, constitutes a health hazard because it is dilapidated and abandoned.

**FINDINGS AND ORDER - Pursuant to 17 M.R.S.A. § § 2851-2859
(Dangerous Buildings)**

To:

Mr. Bruce Wesson
2423 Dustin Circle
Spring Hill, FL 34608

On June 22, 2015 at 6pm at the Caribou City Council Chambers, 25 High Street, Caribou Maine, the Municipal Officers of the City of Caribou Maine held a hearing to determine whether the residential building/structure owned by you and located on land owned by you and associated with Caribou Tax Account Number 2896 with the City of Caribou Maine and shown on Map 28, Lot 139, of the 2013 Tax Maps of the City of Caribou, Maine on file at the Tax Assessors Office, 25 High Street, Caribou Maine, is dangerous or a nuisance within the meaning of 17 M.R.S.A. § 2851

The following persons were present and testified:

- Austin Bless, City Manager and Code Enforcement Officer, reviewed his code enforcement findings, which include health and safety issues for both the general public and the City's first responders.
- Included with the findings was a report from the Building Official which stated the building is structurally unsafe, and a report from the Fire Chief discussing the extent of the fire damage within the building/structure.

Based on their testimony and other evidence presented and made part of the record, the Municipal Officers find the following facts:

- Building is currently unsecured and exposed to elements, trespass, and pest infestation.
- The roof truss system has been severely devastated to the point where the majority of trusses are structurally unsound.
- The entire second story of the building, including walls, ceiling and floor, has large amounts of fire damage, and is structurally unsound.
- The building has been severely damaged by water.

Based on the foregoing findings, the Municipal Officers conclude that the building/structure is dangerous and a nuisance because they are structurally unsafe; unstable; unsanitary; is unsuitable for use; constitutes a hazard to health and safety because of inadequate maintenance, dilapidation, obsolescence and abandonment; and is otherwise dangerous to life or property.

Therefore, pursuant to 17 MRSA §2851 you are hereby ORDERED to remove the building/structure within 60 days of service of this order.

This decision may be appealed to Superior Court under the Maine Rules of Civil Procedure, Rule 80B. If this order is not timely complied with and no timely appeal is taken, the Municipal Officers may undertake the ordered corrective action at municipal expense and recover all expenses, including reasonable attorney's fees, by means of a special tax or civil action.

Witness our hand and seals this 22nd day of June 2015, the Municipal Officers of the City of Caribou

Gary Aiken, Mayor

David Martin, Councilor

Shane McDougall, Councilor

Tiffany Stewart, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

Joan Theriault, Councilor

ACKNOWLEDGEMENT

State of Maine
Aroostook County, ss.

Date: June 22, 2015

Then personally appeared before me the above-named Municipal Officers of the Municipality of Caribou, and acknowledged the forgoing to be their free act and deed in their said capacity and the free act and deed of the Inhabitants of the said Municipality.

Before me,

Jayne R. Farrin
Notary Public

My commission expires: April 11, 2021



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: Nasiff Land – Dangerous Buildings

Steve Nasiff had originally planned to be here this evening to discuss a plan with the City Council to remove the buildings on the land. However he has informed me that he will not be able to attend the meeting tonight. He hopes to make the July Council meeting.

In June 2014 the Council ordered Mr. Nasiff to secure his property and present a plan to the Council for demolition of the buildings. Mr. Nasiff did not secure the property and the City did that. Mr. Nasiff presented a very loose plan in August of 2014 with no firm dates or information as to what he was going to do for demolition of the buildings.

On August 11, 2014 the Council ordered Mr. Nasiff to do the following:

1. Obtain a qualified soil management plan for soil remediation by August 25, 2014.
2. Have a qualified engineer do an inspection on the structural soundness of Building 3, the Freezer Building, by August 29, 2014. The engineer shall deliver a copy of the report directly to the city.
 - a. If Engineer Report finds the building to be not structurally safe the building must be demolished and removed from the site by October 31, 2014.
 - b. If the Engineer Report finds the building to be structurally okay the building must be repaired to the specifications listed in the engineer report by October 15, 2014.
3. Have all asbestos remediation to be taken care of by a licensed asbestos abatement contractor by September 12, 2014.
4. Demolish buildings 1, 2, 4, 5 and 6 and remove all debris from the site by October 31, 2014.
5. Soil remediation on entire site to be completed by October 31, 2014.
6. Complete all other work in the Phase II Environmental Review, which was completed by County Environmental and dated April 15, 2014, by November 28, 2014.

To date Mr. Nasiff has not taken any of these steps. The city has had the engineers report done, along with a limited asbestos demolition impact survey completed. The City, as authorized by Council, took down building 6 (as described in the original Order and the Engineers Report) that according to the engineer was in imminent threat of collapse. As allowed under state statute all of the costs for this work has been paid by the City and billed to Mr. Nasiff. He has not paid these bills and the bills will be added to his property taxes that go out on July 1, 2015.

The next two buildings the engineer has described as in the worst conditions include Building 4 and the freezer building. A map showing the building designations is on the following pages.

The east section of building four is “very dangerous and unsafe” according to the engineers report and “there is potential for additional collapse or movement of debris”. The engineer

recommends at a minimum the building “should be knocked down to a more stable configuration of rubble as soon as possible, regardless as to whether or not the debris is removed”.

According to the engineers report on the freezer building the wood roof system has experienced structural damage, significant structural damage has occurred in the north section of the building and the loading dock, and hanging building components and equipment inside the north end of the building present significant risk of dislodgement under anticipated service loads.

The report further notes “The noises emitted by the freezer structure are indicators of building movement resulting from stress relieve and they give sufficient reason for concern of the structural stability of this structure.” The engineer deems “this building to be unsafe and possibly unstable”.

Given the engineer has called both buildings unsafe and possibly unstable, staff is asking for Council authorization to go out for bids to have work done on the freezer building and building 4 to comply with the order given by Council in August 2014 in accordance with State Statute 17 MRSA § 2853 which states the city “shall cause said nuisance to be abated or removed in compliance with their order”.

All costs would be billed to Mr. Nasiff and if not paid by him would constitute a special tax on the property.

Before we go out to bids for demolition and removal in compliance with the order we would need an asbestos survey to be completed on these two buildings. After that is completed we could go out for bid on the work.

Staff certainly understands the costs may be high for the demolition and removal of these buildings. If we put the project out to bid and require the costs for each building to be listed out separately the Council could choose to do only one building, as staff would bring the bids back to Council for approval and awarding the work.

If Council authorizes this work to go forward tonight and Mr. Nasiff does attend the July Council meeting and presents a reasonable and realistic plan to comply with the order we can certainly halt our process. However, given the nature, status, and history of this property staff strongly recommends Council authorize this work to move forward.





OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: Sand and Paving Bids

Recently we went out for bids for sand and paving. The bids came in as follows:

Paving Bids

Steelstone Industries - \$86.75 per ton

Lane Construction - \$87.70 per ton

Sand Bids

Williams Trucking & Construction - \$9.75 per unit (yd³)

O'Neal General Contracting - \$9.93 per unit (yd³)

K&M Sand & Gravel - \$10.00 per unit (yd³)

Staff recommends Council accept the lowest bids for these products.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: Administration Ordinance Changes

The Department of Justice is requiring more changes be made to our sexual harassment policy in addition to those that were recently approved. The ordinance is on the following pages.

The council introduced this ordinance at the last meeting. A public hearing was scheduled and advertised. We need to hold the public hearing tonight and after that the council may act on the ordinance.

Ordinance No. 9, 2015 Series
City of Caribou
County of Aroostook
State of Maine

AN ORDINANCE AMENDING CHAPTER 2 ADMINISTRATION

Short Title: An ordinance modifying the City's Harassment Policy

The City Council of the City of Caribou, County of Aroostook, State of Maine, pursuant to the requirements of the City of Caribou Charter, Section 2.11 (1) does ordain the following:

Section: Harassment Policy of Chapter 2, Administration, of the Caribou City Ordinances shall be modified to read as follows:

SEXUAL HARRASSMENT POLICY

It is the intent of the City of Caribou to provide a work environment that is free from discrimination or harassment. Therefore, it is the policy of the City that any form of sexual and verbal harassment, including both verbal and physical, is unacceptable conduct in the workplace and will not be tolerated from any source, including supervisors, co-workers and non-employees. Employees are encouraged to assist the City with its goal of maintaining a workplace free of sexual ~~and verbal~~ harassment and with its commitment to deal seriously with allegations of sexual ~~and verbal~~ harassment when they arise.

Sexual Harassment Is Illegal under State and Federal Law. Per State Law MRSA; Title 26.

It is illegal for any employee to sexually harass another employee, and for any supervisory employee to permit any act of sexual harassment in the workplace by anyone, whether or not an employee.

Definition of Sexual Harassment under State and Federal Law per State Law MRSA; Title 26.

Unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature constitute sexual harassment when:

1. ~~this conduct explicitly or implicitly affects an individual's employment submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;~~
2. submission to, or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
3. such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Description of Sexual Harassment¹.

- A. Physical assaults of a sexual nature such as:
1. Rape, sexual battery, molestation or attempts to commit these assaults; and
 2. intentional physical conduct which is sexual in nature, such as touching, pinching, patting, grabbing, brushing against another's body, or poking another employee's body.
- B. Unwanted sexual advances, propositions or other sexual comments, such as:
1. sexually-oriented gestures, noises, remarks, jokes or comments about a person's sexuality or sexual experience directed at or made in the presence of any employee who indicates or has indicated in any way that such conduct in his/her presence is unwelcome;
 2. Preferential treatment or promise of preferential treatment to an employee for submitting or attempting to solicit any employee to engage in sexual activity for compensation or reward; and
 3. subjecting or threatening to subject, an employee to unwelcome sexual attention or conduct or making performance of an employee's job more difficult because of that employee's sex.
- C. Sexual or discriminatory displays or publications anywhere in the organization by employees such as:
1. displaying pictures, posters, calendars, graffiti, objects, promotional materials, reading materials, or other materials that are sexually suggestive, sexually demeaning, or pornographic, or bringing into the work environment or possessing any such material to read, display or view at work.
 2. Reading or otherwise publicizing in the work environment material that are in any way sexually demeaning or pornographic; and
 3. Displaying signs or other material purporting to segregate an employee by sex in any area of the workplace (other than restrooms and similar semi-private lockers/ changing rooms.)

D. Sexual harassment can occur in a variety of circumstances, including but not limited to the following:

1. The victim as well as the harasser may be a woman or a man. The victim does not have to be of the opposite sex.
2. The harasser can be the victim's supervisor, an agent of the employer, a supervisor in another area, a co-worker, or a non-employee.

¹ The descriptions in this Section are not meant to be exhaustive.

3. The victim does not have to be the person harassed but could be anyone affected by the offensive conduct.

4. Unlawful sexual harassment may occur without economic injury to or discharge of the victim.

5. The harasser's conduct must be unwelcome.

Resolving Harassment

Any employee who believes he or she has been harassed should take the following steps to resolve the problem:

1. If an employee finds someone's behavior offensive, they may attempt to resolve the behavior by calmly but firmly informing the individual that they find the behavior offensive and requesting that the behavior cease. However, an employee who believes he or she has been subjected to offensive behavior is not required to confront the offending individual before registering a complaint.

~~2. If the harassment continues and/or the employee does not feel comfortable discussing the behavior with the individual(s) involved, or if they believe some employment consequence may result from his/her confrontation with the individual whose behavior offends them, they should~~ They may register a complaint orally or in writing with any supervisor, the Equal Employment Opportunity Officer (EEO Officer), or with the City Manager.

Any supervisory or management level employee, including the City Manager, who receives an oral or written complaint of sexual harassment from an employee must report the complaint to the City's EEO Officer within five (5) business days of receiving such a complaint. Any supervisory employees who fail to meet this requirement may be subject to discipline.

Any supervisory or management level employee, including the City Manager, with actual knowledge of what he or she believes is conduct that has or may contribute to a sexually hostile work environment must report his or her knowledge of this conduct to the City's EEO Officer within five (5) business days of obtaining such knowledge. Any supervisory or management level employees who fail to meet this requirement will be subject to discipline.

Within twenty (20) days of the EEO Officer's receipt of a complaint of sexual harassment or receipt of information from a supervisor about sexual harassment, the EEO Officer shall inform the alleged victim of harassment that the allegations of sexual harassment will be promptly investigated.

An independent investigator who does not work for the City and who has expertise in investigating harassment complaints will investigate all complaints of sexual harassment promptly and objectively.

During the course of a sexual harassment investigation, the person who is the alleged victim of sexual harassment is not required to meet with the alleged sexual harasser, work with the alleged sexual harasser, or discuss the allegations of harassment in the presence of the alleged sexual harasser.

The City will provide the results of sexual harassment investigations to the alleged victim of harassment in writing as soon as possible, but in no event later than thirty (30) workdays after the commencement of the investigation, unless a written explanation is provided to the alleged victim as to the reason(s) that the investigation could not be completed within thirty (30) workdays.

Confirmed instances of ~~verbal or~~ sexual harassment will be dealt with by utilizing whatever disciplinary action the City deems appropriate, up to and including termination.

For this harassment policy “supervisory employee,” “supervisor” and “management level employee” are defined to include: (a) any employee who possesses the authority to direct the work activities of at least one other employee and (b) any employee who has the authority to hire, fire, promote, transfer, or discipline another employee.

Legal Recourse through the Maine Human Rights Commission ~~or the U.S. Equal Employment Opportunity Commission.~~

With regard to a sexual harassment complaint, if the employee does not want to make the report internally, the employee may make the complaint to the Maine Human Rights Commission (MHRC) or the U.S. Equal Employment Opportunity Commission (EEOC). Contact information for the MHRC and EEOC is as follows: ~~which is located at the State House Station 51, Augusta, Maine, 04333, telephone number 289 2326.~~

Maine Human Rights Commission
51 State House Station
Augusta, ME 04333-0051
Ph. 207-624-6290
www.maine.gov/mhrc

U.S. Equal Employment Opportunity Commission
John F. Kennedy Federal Building
475 Government Center
Boston, MA 02203
Ph. 1-800-669-4000
www.eeoc.gov

Any complaint must be filed with the ~~MHRC or EEOC within 300 Commission within 180~~ days of the last act of harassment. Once a signed charge form has been received by the ~~MHRC or EEOC Commission~~, an investigation will be conducted and a determination will be made by the ~~MHRC or EEOC Commission~~ of whether or not there are reasonable grounds to believe sexual harassment occurred.

If the ~~MHRC or EEOC Commission~~ determined that sexual harassment did occur, it will attempt to resolve the situation between you and your employer through informal means. If informal means of resolution are unsuccessful, the ~~MHRC or U.S. Department of Justice Commission counsel~~ may file a civil action ~~in court on your behalf in Superior Court~~ seeking appropriate relief for you. Regardless of whether the MHRC or EEOC determine that sexual harassment occurred, the employee who believes he or she was the victim of sexual harassment may file a civil action in court.

Maine Human Rights Act Protection against Retaliation for Complaining about Sexual Harassment.

Any employee who opposes conduct he or she believes in good faith violates Title VII of the Civil Rights Act of 1964, 42 U.S.C. § 2000e, *et seq.*, as amended which includes but is not limited to reporting, complaining about or filing a claim concerning sexual harassment with the City, filing an EEOC or MHRC charge, and/or participating in any manner in an investigation or proceeding or hearing under Title VII, shall not be subjected to retaliation.

This notice is provided to all employees in compliance with 26 M.R.S.A. 807(2). If anyone has any questions regarding this notification, please ask your supervisor, the EEO Officer, or contact the City Manager.

This ordinance, being introduced on June 8, 2015 and a public hearing being held on June 22, 2015 was duly passed by the City Council of the City of Caribou, Maine, this _____ day of _____ 2015.

Gary Aiken, Mayor

David Martin, Councilor

Shane McDougall, Councilor

Tiffany Stewart, Councilor

Philip J. McDonough II, Councilor

Jody Smith, Councilor

Joan Theriault, Councilor

Attest:

Jayne R. Farrin, City Clerk



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: Façade Improvement Grant Program

After the discussion at our last Council meeting we have added a few eligibility requirements for this grant program. The eligibility now reads as follows:

Eligibility

In order to be eligible for the grant the applicant must be the owner of the property. Business owners leasing or renting space are encouraged to work with their building owner to develop an application. Applicant and lessees must be current on all city taxes and bills from the Caribou Utilities District.

The property must be located within the Downtown TIF District and zoned Commercial or Industrial. The building must be used at least 51% for commercial/industrial purposes, with no residential uses on the first level of the building. (Note: rental units are considered residential use).

If the property has been declared dangerous by the Caribou City Council in accordance with MRSA Title 17 §2851, as it may be amended from time to time, the applicant shall not be eligible for this grant.

The current zoning ordinance does not allow residential units on the first floor in a commercial zone.

The Council had some questions as to the level of funding. The proposed amount was 50% of the project costs up to a maximum of \$10,000. This could be reduced to \$7,500 or \$5,000 if the Council wishes.

The other question was on painting and whether that should be a grant eligible expense.



Caribou Façade Improvement Grant Program

The Façade Improvement Grant Program is a proposed partnership between the City of Caribou and the private sector to improve the facades of commercial and mixed use properties within our designated Downtown TIF District. The program offers grant funds to be matched by an equal or greater investment of private funds for the purpose of restoring/renovating commercial storefronts and replacing deteriorated or poor quality commercial signs and awnings.

Process and Guidelines

The City of Caribou will determine an application process for selecting property each year to receive the grant. This grant may be used for a variety of façade improvements including, but not limited to, painting, window or door repairs/replacements, signage, awnings, tuckpointing, and storefront restorations. Grant funds will be awarded on a competitive basis; Small and large projects are eligible for funding. At least two quotes or bids should be received by applicant before work is done or materials are ordered. Copies of bids shall accompany the grant application.

The grant amount for each project would be capped at \$10,000 or 50% of the project costs whichever is less. Each applicant may only be awarded one grant per calendar year.

Building projects must be designed by a qualified design professional and signs must be produced by a professional sign maker.

Applicant must obtain all necessary approvals and/or permits from the City of Caribou. Furthermore, no Façade Improvement Grant shall be made unless and until the proposed improvement work has been reviewed and approved by City staff.

Grants would only be paid after the work has been completed to the satisfaction of the city and proof of payment to the contractor or vendor for materials. If the work is to be done by the building owner, only materials are grant eligible.

Funding

Funding for this would come from the Downtown TIF District. As part of this district the City has set aside approximately \$1,000,000 over the life of the district for façade improvement. Annual funding would be subject to approval by the City Council during the normal budgeting process.

Eligibility

In order to be eligible for the grant the applicant must be the owner of the property. Business owners leasing or renting space are encouraged to work with their building owner to develop an application. Applicant and lessees must be current on all city taxes and bills from the Caribou Utilities District.

The property must be located within the Downtown TIF District and zoned Commercial or Industrial. The building must be used at least 51% for commercial/industrial purposes, with no

residential uses on the first level of the building. (Note: rental units are considered residential use).

If the property has been declared dangerous by the Caribou City Council in accordance with MRSA Title 17 §2851, as it may be amended from time to time, the applicant shall not be eligible for this grant.

Decisions

All decisions will be made by the City Manager, or his designee or any applicable committee, in consultation with the Code Enforcement Officer and Building Official.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bleess, City Manager
Date: June 22, 2015
Re: Planning Board Appointment

Currently we have one vacancy due to the resignation of Jim Cerratto which the Council accepted last month. His term on the board is through the end of this year.

We have two applicants for the open seat. They are Thomas Ayer and Evan Graves.

A part of the interest for the position Mr. Ayer cites his experience with Code Enforcement in his job and Mr. Graves cites his participation in the Community Visioning Sessions for the Comprehensive Plan.



OFFICE OF THE CITY MANAGER
CARIBOU, MAINE

To: Mayor and Council Members
From: Austin Bless, City Manager
Date: June 22, 2015
Re: Setting 2015 Mill Rate

Tonight the City Council needs to set the Mill Rate and approve the other motions as has been done historically and are laid out below.

The 2015 Mill Rate Calculation sheet will be available for Council review at the meeting tonight.

The following 7 items will need to be acted on, and may be acted on in one motion:

1. Revenue budget adjustments for the property taxes, overlay, BETE and Homestead Reimbursement lines as reflected on the Mill Rate Calculation Sheet.
2. Set a Mill Rate for the commitment of 2015 Property Taxes
3. Setting the date of Commitment for the 2015 Property Taxes to be committed to the Tax Collector as July 1, 2015, pursuant to MRSA Title 36, §505 (1).
4. Establishing a date that the 2015 Property Taxes will be due and payable, pursuant to MRSA Title 36, §505 (2). Recommend July 1, 2015.
5. Consider establishing a date for interest to begin accruing on any delinquent 2015 Property Taxes, pursuant to MRSA Title 36, §505 (4). (Recommend Thursday, October 1, 2015) Caribou has historically set the day of interest as October 1st of each year.
6. Establishing a Rate of Interest to be charged on delinquent 2015 Property Taxes, pursuant to MRSA Title 36, §505(4). (Recommend State Rate of 7.00%)
7. Establishing a Rate of Interest for the Overpayment and or Abatement of property taxes for 2015, pursuant to MRSA Title 36 § 506-A. (Recommend 4% less than 7% or 3% as has been done historically).

Some things to note on the Mill Rate Calculation Sheeting.

The total valuation in 2014 was \$384,888,348 and in 2015 is \$386,131,933, for a difference of \$1,243,585. Real estate value is up (largely due to 63 Sweden Street being back on the tax rolls), but personal property is down from 2014.

The County tax appropriation is down from \$410,995.05 to \$402,177.20 which is \$8,817.85. This is largely due to the amount of value being captured in the Downtown TIF District.

The RSU tax appropriation is up \$68,662 from last year, which is approximately 0.17 of a mill higher than last year. This was approved by the voters on June 9th. The RSU has been impacted by state budget cuts as well.

Our Homestead Reimbursement and BETE Reimbursement will both be higher this year. However, the exact amount of the reimbursement can't be predicted until a mill rate is set.

On the expense budget for 2015 we budgeted a full year of MSRS contributions for Police and Fire/Ambulance. The expenses for that were projected to be \$65,885. Since we will only have that for 6 months the cost will be about \$33,000. We budgeted revenues from MSRS investments at \$61,000. Based upon the rate we will be investing that and the fact that we won't be able to invest until mid-July at the earliest we anticipate \$37,500 in revenues for the year in that line. If the Council wishes to adjust those lines in the budget we can.

Not taking into consideration the MSRS contributions or change in investment earnings changes, as the two offset each other fairly well, staff is recommending a mill rate of 22.46 up from a rate of 22.30. This is based on the voter approved tax increase of the RSU budget and the reduction in the County appropriation. This would be a \$16 increase on a house valued at \$100,000.

This would allow the city to have an overlay of \$89,128. That overlay amount would be \$124 higher than last year. Annually the County has an overlay of \$100,000. If the Council keeps the mill rate at 22.30 the overlay for the city would only be \$30,334, which is too small for comfort. It also artificially deflates the mill rate and shifts the pressures of the increasing school budget on to an already greatly impacted municipal budget.

With the mill rate of 22.46 we would need to adjust the following revenue lines:

Line Number	Description	Original Budget	Amended Budget
R10-01-32	Property Taxes	\$3,944,380	\$3,925,438
R10-01-33	Overlay	\$0	\$89,128
R22-01-04	Homestead Exemption	\$240,217	\$240,790
R22-01-05	BETE Reimbursement	\$50,953	\$66,844

I want to thank the Assessing team, Penny Thompson and Tony Michaud, for their hard work and number of hours they put in to having this ready for inclusion in the Council packet.

The mill rate calculation sheet is on the following pages.

2015 MUNICIPAL TAX RATE CALCULATION FORM

Line 1. Local Taxable Real Estate Valuation.....		355,146,900.00	as of April 1, 2015
		(should agree with Page 1, Line 6 MVR)	
Line 2. Local Taxable Personal Property Valuation.....		17,294,100.00	as of April 1, 2015
		(should agree with Page 1, Line 10)	
Line 3. Total Taxable Valuation (Line 1 plus Line 2).....			372,441,000.00
			(should agree with Page 1, Line 11)
Line 4. Total of Homestead Exemption Valuation.....	4(a)	21,432,200.00	as of April 1, 2015
		(should agree with Page 1, Line 14f.)	
Total of all Homestead Exempt Valuation divided by 2	4(b)	10,716,100.00	1/2 reimbursed, 1/2 transferred
Line 5. (a) Total of all BETE Exempt Valuation		5,609,800.00	
Line 5 (b) Enhanced BETE Reimbursement Value (50% for 2015).....		2,974,833.00	
Line 6. Total Valuation Base (Line 3 plus Line 4(b) plus ine 5 (b)).....			386,131,933.00
Municipal Fiscal Year	=	01/01/15	to
		(mo/day/yr)	(mo/day/yr)
			12/31/15

APPROPRIATIONS

Line 7. County Tax.....		402,177.20	2015 County Levy
Line 8. Municipal Appropriation.....		8,885,866.97	As approved in December 2014
Line 9. TIF Financing Plan Amount.....		TIF Revenue	Captured Value
	DTIF	386,547.83	17,210,500.00
	RC-2	27,050.27	1,204,375.37
	Bouchard	<u>5,745.27</u>	255,800.00
		419,343.37	18,670,675.37
Line 10. School/Educational Appropriations.....		3,528,938.00	Provided 5/30/15
		(Adjusted to Municipal Fiscal Year)	
Line 11. Total Appropriations (Add Lines 7 through 10).....			13,236,325.54

ALLOWABLE DEDUCTIONS

Line 12. State Municipal Revenue Sharing.....		538,437.00	3/20/15 State Projection
Line 13. Other Revenues: (Revenues not accounted for in Municipal Appropriation which may be used to reduce the commitment such as Tree Growth and Veterans reimbursement, trust fund income, etc..)		4,114,493.86	2015 Proposed Revenues
		<u>Do not include any Homestead Funds</u>	

Line 13 a. Lapsed Appropriations.....					0.00	as approved
Line 13 b. Supplemental Revenues.....					0.00	as approved
Line 14. Total Deductions (Add Lines 12 through Line 13b)						4,652,930.86
Line 15. Net to be raised by local property tax rate (line 11 minus line 14).....					8,583,394.68	
Line 16.	8,583,394.68	X	1.05	=	9,012,564.42	Maximum Allowable Tax
	(Amount from line 15)					
Line 17.	8,583,394.68	÷	386,131,933.00	=	0.0222292	Minimum Tax Rate
	(Amount from line 15)		(Amount from line 6)			
Line 18.	9,012,564.42	÷	386,131,933.00	=	0.0233406	Maximum Tax Rate
	(Amount from line 16)		(Amount from line 6)			
Line 19.	372,441,000.00	X	0.02246	=	8,365,024.86	Tax for Commitment
	(Amount from line 3)		Mill Rate		(Enter on page 1, line 13)	
Line 20.	8,583,394.68	X	0.05	=	429,169.73	Maximum Overlay
	(Amount from line 15)					
Line 21.	10,716,100.00	X	0.02246	=	240,683.61	Homestead Reimbursement
	(Amount from line 4b)		(Selected Rate)		(Enter on line 8, Assessment Warrant)	
Line 22.	2,974,833.00	X	0.02246	=	66,814.75	BETE Reimbursement
	(Amount from Line 5)		(Selected Rate)		(Enter on line 9, Assessment Warrant)	
Line 23.	8,672,523.22	-	8,583,394.68	=	89,128.53	Overlay
	(Line 19 plus line 21 and 22)		(Amount from line 15)		(Enter on line 5, Assessment Warrant)	

** Highlighted area of form does not apply until City Council sets a mil rate under line 19. Above.