

BUSINESS & ECONOMIC DEVELOPMENT COMMITTEE

Tuesday, April 5, 2016 5:15 PM
City Council Chambers

AGENDA

CONSENT AGENDA

1. Amendment to the Indenture of Lease between the City of Bangor and the United States of America, Federal Aviation Administration (see attached Memo)
2. Amendment to the Lease Agreement with Hannaford Bros. Co. (see attached Memo)

REGULAR AGENDA

3. Proposed Community Development Block Grant Budget for Upcoming Federal Fiscal Year 2016 (see attached Memo)
4. West Side Village Update (see attached Memo)
5. Pickering Square Renovations Update (see attached Memo & concept redesign)
6. Sign Ordinance – Farmer’s Market Sign (see attached Memo & Ordinance)
7. **Executive Session** – Economic Development – Update on Negotiations for Main/Lincoln Parcel – 1 M.R.S.A. § 405(6)(C) (Confidential Memo provided separately)
8. Committee Action on Above Item
9. **Executive Session** – Economic Development – Property Disposition – Odlin Road – 1 M.R.S.A. § 405(6)(C) (Confidential Memo provided separately)
10. Committee Action on Above Item



PROPERTY MANAGEMENT & DEVELOPMENT

- Operator of Foreign Trade Zone No. 58
- Operator of the Bangor International Enterprise Center

MEMORANDUM

To: Members of the Business and Economic Development Committee

From: Stephen A. Bolduc, Executive Manager, BanAir Corporation

Date: April 5, 2016

Subject: Indenture of Lease between the City of Bangor and the United States of America, Federal Aviation Administration

Issue

The lease agreement between the City of Bangor and the Federal Aviation Administration for Building #96, 138 Maine Ave. expires September 30, 2016. The Federal Aviation Administration wishes to continue to lease the office space and the City of Bangor has proposed a five (5) year lease agreement.

Background

FAA has leased Building #96 for its "Sector Facilities" operation since 1993. The most recent lease agreement with the Federal Aviation Administration will expire on September 30, 2016. The lease rate during the previous two year period was \$88,875 annually or \$7,406.25 per month.

Proposal

The Federal Aviation Administration would have 7,500 sq. ft. of office space, use of any common areas, such as entrances, exits and loading areas, and 16 parking spaces. The City would assume the cost of utilities including electricity, fuel oil, and water, stormwater and sewer user fees. The City would be responsible for all interior and exterior maintenance including building fixtures, equipment, foundation, roof, structural walls, operating systems, doors, windows, floors and floor coverings, ceilings, walls, and interior and exterior surfaces, as well as parking areas, grounds landscaping, snowplowing and the cleaning of common areas. FAA would be responsible for cleaning its leased space.

The monthly lease payments will be \$7,510.23 during the term of the agreement. The Federal Aviation Administration has accepted this proposal. Tony Caruso, the Airport Manager, also endorses this proposal.

Recommendation

Staff recommends approval of the lease agreement under the terms and conditions outlined above.



PROPERTY MANAGEMENT & DEVELOPMENT

• Operator of Foreign Trade Zone No. 58 • Operator of the Bangor International Enterprise Center

Memorandum

To: Members of the Business and Economic Development Committee

From: Stephen A. Bolduc, Executive Manager

Date: April 5, 2016

Subject: Amendment to the Lease Agreement with Hannaford Bros. Co.

Issue

Hannaford Bros Co has exercised its option to extend the lease of office space at 39 Florida Ave., Bangor for three (3) years.

Background

Hannaford Bros. Co. has leased the building at 39 Florida Ave. since 2008 for use as a regional office and training center. They have exercised their option to extend the lease agreement for three (3) years. We have negotiated a new lease rate for the option period. All other terms and conditions of the agreement will remain the same.

Terms and Conditions

Premises:

- a) Eight (8) office units at 39 Florida Ave. totaling 1,893 sq. ft.
- b) Shared use of the building's common areas with other tenants: corridors, restrooms, and kitchen
- c) Use of seven (7) designated parking spaces in the parking area in front of 39 Florida Ave.
- d) Right to use the driveway separating 39 Florida Ave. and 49 Florida Ave. jointly with the occupant of 49 Florida Ave. and other occupants of 39 Florida Ave.
- e) Right of first refusal to lease office units A, B, J and K as vacated by the current tenants.

- f) Additional parking for up to thirty (30) vehicles will be available at 40 Johnson Ave.

Term: Three (3) years, from August 1, 2016 to July 31, 2019

Rate: During the first year: \$31,812 annually, \$2,651.00 per month

On August 1, 2017 and each subsequent year, the rental rate will be adjusted to reflect the Lessor's current cost of utilities furnished to the tenant.

Use: The premises will be used in a businesslike, clean and safe manner as a business office and for no other purposes without the consent of the City of Bangor.

Utilities: The City of Bangor will assume the cost of utilities furnished to or consumed on the premises as listed: electricity, natural gas, fuel oil, and water, stormwater and sewer user fees.

Maintenance: The City of Bangor will be responsible for all maintenance of interior and exterior portions of the building, including building fixtures, equipment, foundation, roof, structural walls, operating systems: including heating, plumbing, and electrical systems, doors, windows, floor and floor coverings, ceilings, walls, and interior and exterior surfaces in the demised premises, as well as parking areas, grounds landscaping, snowplowing and trash removal. The tenant is responsible for providing supplies and cleaning its office area and the common areas.

Taxes: Any taxes imposed upon the real estate and buildings are the responsibility of the City of Bangor. Any taxes on personal property are the responsibility of the tenant.

Insurance: The tenant will provide insurance for the leased premises of the following types:

Comprehensive Public Liability
Bodily Injury - \$400,000.00 each occurrence
Comprehensive Property Damage - \$400,000.00 each occurrence

Worker's Compensation

Recommendation

The Staff recommends approval of this lease agreement under the terms and conditions outlined above.

MEMORANDUM



TO: Business and Economic Development Committee
FROM: Tyler Collins, Community and Economic Development Officer
DATE: March 30, 2016

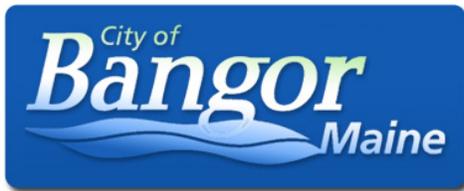
Proposed Community Development Block Grant Budget For Upcoming Fiscal Year

Federal Community Development Block Grant (CDBG) regulations provide some flexibility on the percentage of funding we are able to allocate to certain activities. The proposed budget below reflects those requirements and continues to use the program prioritization developed over the past several years. In the event that we see additional funding, City staff will direct those dollars through the current programs.

Proposed Budget

| <u>Activity</u> | <u>Amount</u> |
|--|--------------------|
| Business Development Assistance and Façade Program | \$225,000 |
| Property Rehabilitation and Administration | \$247,351 |
| Neighborhood Public Improvements | \$200,000 |
| Property Disposition | \$5,000 |
| Acquisition, Demo and Clearance | \$40,000 |
| Social Services | \$50,000 |
| Neighborhood Stabilization | \$25,000 |
| Homeownership Assistance | \$25,000 |
| Program Administration | \$204,330 |
| Total | \$1,021,681 |

MEMORANDUM



TO: Business & Economic Development Committee
FROM: Jeff Wallace, Housing Rehabilitation Coordinator
DATE: March 16, 2016

West Side Village Update

The following projects, along with funding amounts, have been completed in the West Side Village. The West Side Village is currently defined by HUD as a Neighborhood Strategy Revitalization Area and is the area bound by Main and Third Streets as well as Union and Buck Streets.

Completed Projects

| | |
|---|------------------|
| <u>Sidewalks:</u> | <u>\$207,408</u> |
| <ul style="list-style-type: none">• Lincoln Street Sidewalk – Main St. to Third St.• Second Street Sidewalk – in vicinity of Second Street Park• Cedar Street – Sanford St. to Third St.• Sanford Street – Union St. to Warren St.• Third Street – Union St. to Warren St.• Warren St. – Third St. to Second St. | |
| <u>Street Paving:</u> | <u>\$284,746</u> |
| <ul style="list-style-type: none">• Sanford Street Paving – Union St. to Warren St.• Cedar Street – Sanford St. to Third St.• Warren St. – Third St. to Second St.• Third St. – Union St. to Warren St. | |
| <u>Parks:</u> | <u>\$ 86,593</u> |
| <ul style="list-style-type: none">• Second Street Park – forestry, lighting and walkway | |
| <u>Acquisition & Demolition:</u> | <u>\$230,586</u> |
| <ul style="list-style-type: none">• 10 Barker Street• 108/120 Third Street (NSP funded) [\$ 65,127] | |
| <u>Commercial Facade Grants:</u> | <u>\$ 26,887</u> |
| <ul style="list-style-type: none">• 15-17 Walter Street• 90 Sanford Street | |
| <u>Residential Facade Grants:</u> | <u>\$173,121</u> |
| <ul style="list-style-type: none">• 61 Second Street• 72 Parker Street | |

- 83 Sanford Street
- 88 Second Street
- 140 Third Street
- 208 Warren Street
- 238 Third Street

| | |
|---------------------------------|----------|
| Down Payment Assistance Program | \$ 5,000 |
| • 242 Third Street | |

| | |
|-----------------------------------|--------------------|
| <i>CDBG funding spent</i> | <i>\$1,014,341</i> |
| <i>NSP funding spent</i> | <i>65,126</i> |
| <i>WSV Area Total (2013–2016)</i> | <i>\$1,079,468</i> |

In addition to the projects listed above, additional CDBG funding will be used in the West Side Village during 2016 for Residential Facade Grants and traditional Residential Rehabilitation Loans.

Also, work is progressing towards construction of a new, stick built single family home to be located on Third Street. This project will be funded with Neighborhood Stabilization Program (NSP) funds and is currently projected to be in the \$150,000 to \$200,000 range. Groundbreaking on this project is on track for the Spring of 2016.

Habitat for Humanity of Greater Bangor completed the construction of a new single family home located adjacent to our new build site on Third Street (which we sold to them for \$1.00), and that home is now occupied.

With all of these projects in mind and the hope for others that haven't come along yet, Staff is very excited to have 2016 be another successful year that produces strong results throughout the West Side Village.



MEMORANDUM



TO: Business & Economic Development Committee
FROM: Tanya Emery
DATE: April 5, 2016

Pickering Square Renovation Update

The City determined that after West Market Square was renovated, Pickering Square would be the next major public space renovation. In the last year, staff has developed many ideas to take into consideration some of the needs of Pickering Square:

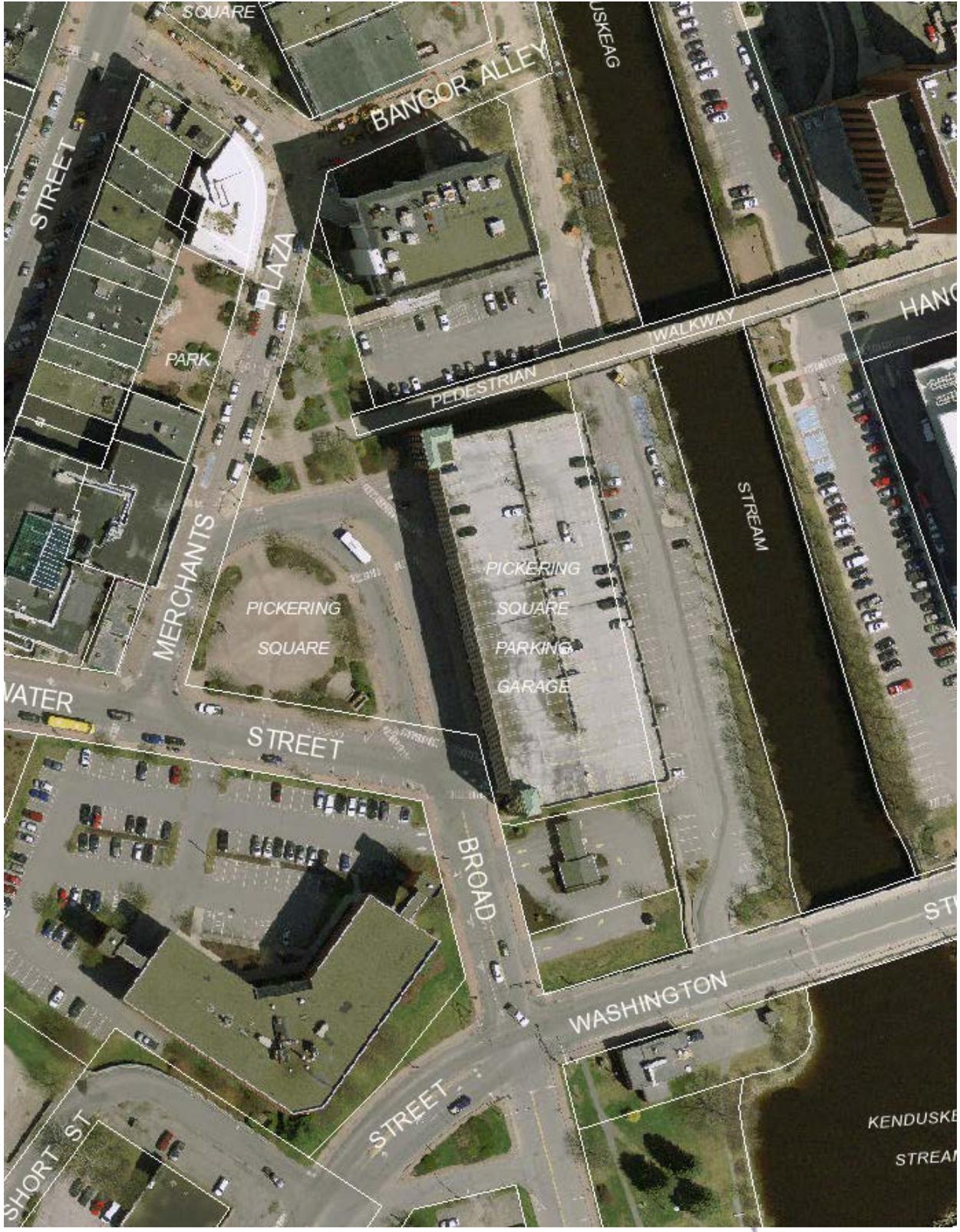
- Access by cars and pedestrians to and from the parking garage.
- Access by buses and pedestrians to the bus hub.
- Safe and accessible walkways with appropriate lighting.
- Public services such as office space for bus staff, waiting area, restrooms.

We engaged staff from many departments to brainstorm and referred regularly to some of the well-established characteristics of great public spaces (Project for Public Spaces):

- Promotes human contact and social activities.
- Is safe, welcoming, and accommodating for all users.
- Has design and architectural features that are visually interesting.
- Promotes community involvement.
- Reflects the local culture or history.
- Relates well to bordering uses.
- Is well maintained.
- Has a unique or special character.

Several draft concepts have been developed and we would like to share with the Committee our progress. Once we collect feedback, we envision a public outreach process to engage additional stakeholders and further develop the concept. Attached to this Memo is an aerial photo showing the existing conditions and the initial concept for our redesign. The major pieces of our redesign are: moving the vehicle entrance into the parking garage, separating the bus entrance and function from the parking entrance and function, creating a more cohesive and functional public space that is inviting for all different types of uses, and increasing lighting, landscaping, and amenities such as shade and seating.

We seek the Committee's input on the concepts presented, and will continue to refine the ideas and work on a public outreach process.





ENGINEERING DEPARTMENT
 Bangor, Maine 04401
 Tel: (207)992-4250
 Fax: (207)992-4194

Signed _____ Date _____

| DESIGNED BY: | No. | Date | Revision |
|--------------|-----|------|----------|
| AES | | | |
| DRAWN BY: | | | |
| AES | | | |
| CHECKED BY: | | | |
| APPROVED BY: | | | |

Date: 3/26/2015
 SCALE: AS NOTED

PICKERING SQUARE REVITALIZATION
 BANGOR, MAINE

**CONCEPTUAL PLAN - MERCHANTS
 PLAZA AND PICKERING PARK AREA**

Job No. _____
 Sheet No. **C2**

Memorandum

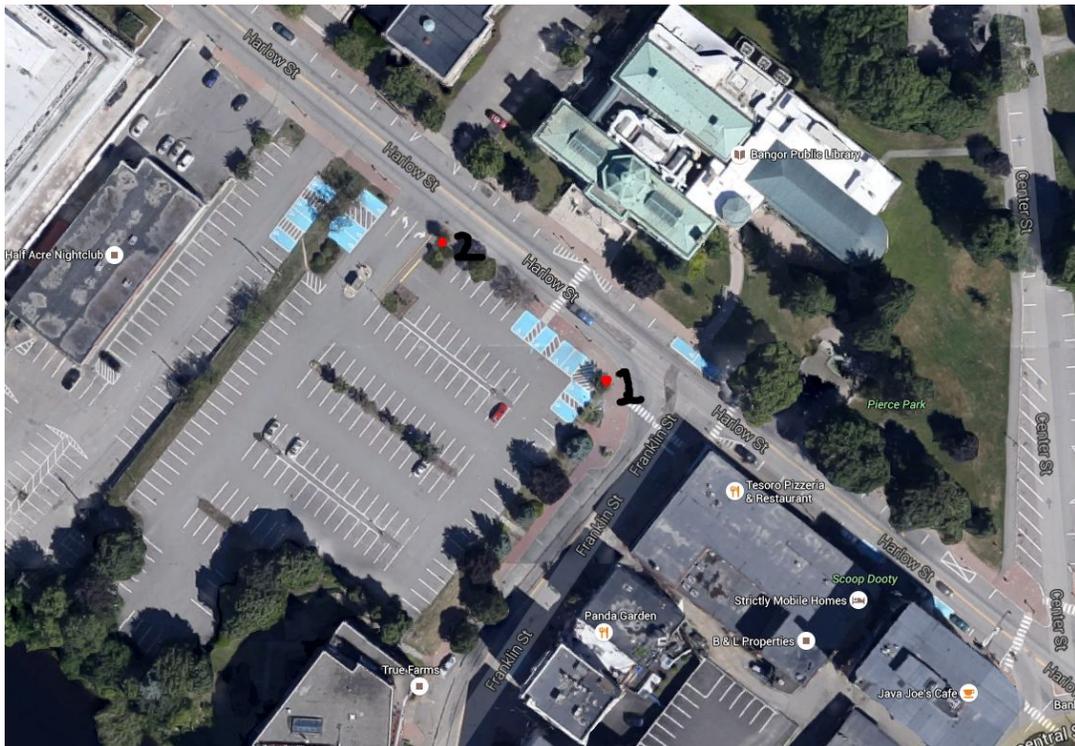
To: Business and Economic Development Committee
From: Paul Nicklas, Assistant City Solicitor
Date: April 5, 2016
Re: Sign Ordinance - Farmers' Market Sign

The Bangor Farmers' Market has approached the City, asking to place one or two signs near the Abbott Square parking lot. In either case, an ordinance change would be necessary in order to allow for the sign.

The first sign location would be on the corner of Harlow and Franklin Streets, facing the intersection. The second sign location would be near the entrance of the parking lot, on top of the existing parking lot sign. An aerial view and pictures of the two locations are attached.

The City Code does not presently allow for either sign, due to setback requirements in the zoning district in which the farmers' market is located. A draft ordinance is attached that would allow one or both of these signs.

Staff seeks a recommendation from the Committee as to whether one or both of these signs should be approved. If so, then the ordinance, with any necessary modifications, will be brought to the full Council.



FIRST LOCATION



SECOND LOCATION





CITY OF BANGOR

ORDINANCE, Amending Chapter 260, Signs, of the Code of the City of Bangor, By Allowing Farmers' Market Signs on G&ISD Properties

WHEREAS, the Bangor Farmers' Market is presently located in the Abbott Square Parking Lot;

WHEREAS, the physical arrangement of said parking lot does not allow for signage that complies with the City of Bangor Code of Ordinances; and

WHEREAS, a narrow exception to the setback requirements of the Code would allow for signage without impairing visibility for traffic;

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BANGOR AS FOLLOWS, THAT

Chapter 260 of the Code of the City of Bangor be amended as follows:

§ 260-7. District-specific standards and limitations.

On-premises signs must meet the standards and limitations of the zoning district in which they are located as laid out herein.

...

I. G & ISD.

...

(5) Farmers' market signs. Signs in the G&ISD District for farmers' markets meeting the definition of farmers' market in 7 M.R.S. § 415(1) are not required to meet the setback requirements of this chapter or the Land Development Code, as long as such signs are no more than 15 square feet in sign area per side. One such farmers' market sign may be allowed on a G&ISD parcel in addition to the freestanding sign allowed under § 260-7(1)(2) above.

Additions are underlined.