



**GARDINER CITY COUNCIL  
AGENDA ITEM INFORMATION SHEET**



<b>Meeting Date</b>	01/20/2021	<b>Department</b>	City Council
<b>Agenda Item</b>	4.b Update from Non-Profits, Johnson Hall, and First Park		
<b>Est. Cost</b>	n/a		

<b>Background Information</b>	<ol style="list-style-type: none"> <li>1. First Park/ Jim Dinkle</li> <li>2. Gardiner Main Street/ Melissa Lindley</li> <li>3. Boys and Girls Club/ Ingrid Stanchfield</li> <li>4. Johnson Hall/ Michael Miclon</li> </ol> <p>As is customary practice, the City Council asks for yearly updates from the major non-profits and others prior to budget time.</p> <p>To save time the non profits were asked to submit a written report this year due to conducting meetings via Zoom. If they were available prior to preparation of these materials, they are attached.</p>
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<b>Requested Action</b>	n/a
<b>City Manager and/or Finance Review</b>	n/a
<b>Council Vote/ Action Taken</b>	
<b>Departmental Follow-Up</b>	

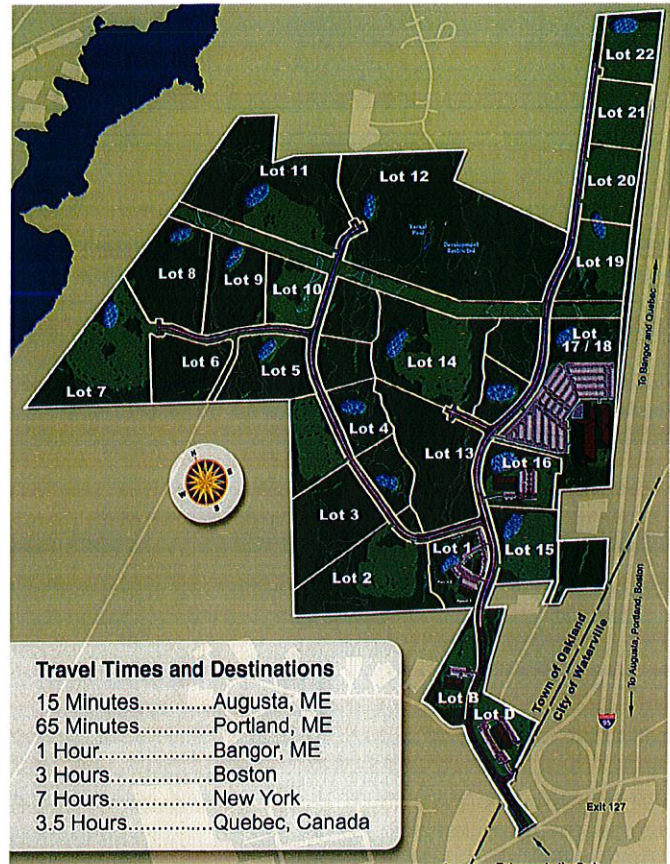
<b>City Clerk Use Only</b>	1 <sup>st</sup> Reading _____	Advertised _____	<b>EFFECTIVE DATE</b> _____
	2 <sup>nd</sup> Reading _____	Advertised _____ w/in 15 Days	
	Final to Dept _____	Updated Book _____	Online _____

# Maine's Premier Business Park

FirstPark is the premier business park in Maine, established by the Kennebec Regional Development Authority (KRDA), one of the state's most unique economic development organizations, supported by more than 20 member communities.

FirstPark, a 285-acre campus of shovel-ready, pre-permitted sites with protective covenants, incorporates innovative technology and infrastructure into its site plan. There are 18 lots available, five of which run parallel to I-95.

FirstPark is conveniently located in central Maine, near major highways.



## Contact FirstPark



Jim Dinkle, executive director of the KRDA/FirstPark, has vast experience in rail and intermodal logistics, commerce park development, brownfields redevelopment and international trade.

Jim was deputy chief of staff for a governor, an aide and brownfields redeveloper for an urban mayor and served the nation's second largest railroad as its Midwest manager of economic development, covering five states. He is a past chairman of the Elmhurst, Illinois Chamber of Commerce and Industry Board of Directors, served four years on the International Association of Corporate Real Estate Executives (NACORE) Chicago Board of Directors and was on the University of Kentucky Board of Trustees for one term.

Call Jim at 207-859-9716 or email [exdirector@firstpark.com](mailto:exdirector@firstpark.com).

[FirstPark.com](http://FirstPark.com)

46C FirstPark Drive, P.O. BOX 246, Oakland, ME 04963-0246, Telephone: 207-859-9716; Toll free: 800-966-1002



## About the Mid-Maine Region

When it comes to quality of life, with 6,000 lakes and ponds, 32,000 miles of rivers and streams, and 17 million acres of forestland, Maine is second to none for outdoor recreation. If you love the outdoors, there's no better place to be—spring, summer, autumn or winter. In addition to the many recreational opportunities in mid-Maine, we also enjoy Maine's beautiful mountain ranges to the west, majestic coastline to the east, and the unspoiled North Woods.

The region is home to Waterville, one of Maine's fastest growing cities and the region's educational and medical hub. The community and downtown area in Waterville is experiencing a time of unprecedented investment and momentum. As the home of Colby College, Thomas College, and Kennebec Valley Community College, two hospitals and a vibrant downtown, the city of Waterville has a strong infrastructure for growth. More economic development is planned in the city and the region for years to come.

The business community is growing as well, supported by the Mid-Maine Chamber of Commerce, Central Maine Growth Council and Coastal Enterprises, Inc.'s Small Business Development Center Counselor. Whether it's job opportunities, recreational opportunities, or educational opportunities, the mid-Maine region has it all!

## About Oakland

FirstPark is located in Oakland, next to the city of Waterville and in the heart of the Belgrade Lakes Region, an area that offers a lifestyle and community spirit that residents hold dear to their hearts. With three large lakes, two public parks with waterfront beaches, and one of the finest school systems in the area, Oakland offers a sense of place that many other towns strive for. With a new police station and an active fire department, Oakland remains one of the safest towns to reside in. Great schools, low crime rates, low taxes and plenty of recreational opportunities make Oakland a wonderful place to visit, live and raise your family.

### Quick Facts About FirstPark

- FirstPark is located within Foreign Trade Zone (FTZ) 186.
- More than 67,500,000 Americans and Canadians live within a 500-mile radius of FirstPark.
- FirstPark property owners include T-Mobile, LL Bean, MaineGeneral Healthcare and PFBF Accountants.
- Shovel-ready lots range from 5.5 to 15.3 acres and are pre-permitted by the Maine Department of Environmental Protection.
- Flexible zoning, fiber optic cabling and frontage available on Interstate 95.

Major companies located in the region that have decided to call Maine home:

sappi

Northeast  
Laboratory  
Services

Sheridan  
Construction

BECAUSE THERE IS  
A DIFFERENCE

ORION  
ROPEWORKS

PAN AM RAILWAYS

Midstate Machine  
A Division of Precision Holdings

BACKYARD  
FARMS  
ALWAYS TOMATO SEASON

Elanco  
a division of Lilly

CGI

T-Mobile®

Inland Hospital  
EMHS MEMBER

Huhtamaki

MaineGeneral Health

### KRDA BUDGET BudgetFY2020-2021ApprovedEBoard

A	H	K	O	P	Q	R	S	T	U	V	W	X	Y	Z
	2016-17	2017-18	2018-18	2019-19	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	2020-21	Difference	
	Audited	Audited	Audited	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted	Adopted	Ebd Approved		2020 vs 21	
4	<b>REVENUE</b>													
5	Municipal Assessment	\$ 587,000	\$ 587,000	\$ 587,000	\$ 587,000	\$ 587,000	\$ 587,000	\$ 587,000	\$ 587,000	\$ 587,000	\$ 587,000	\$	-	No change since 2007
6	Land Sales	-	-	-	-	-	-	-	-	-	-	-	-	
8	R/E Taxes	345,383	350,000	471,287	471,287	486,063	473,435	450,000	450,000	450,000	450,000	1	(23,435)	Est using Town of Oakland data
9	Park Maintenance	4,604	4,500	4,000	4,500	4,500	4,500	4,500	4,500	4,500	4,500	2	-	No change.
11	Operational Reserve	40,000	40,000	-	-	-	-	-	-	-	-	A	-	Standby revenue for grant opportunity
12	Interest Income	2,655	3,500	4,221	4,221	10,880	4,000	4,000	4,000	4,000	4,000	F	4,000	Based upon 2018-19 actual income.
13	Commissions & Other Income	70,378	10,000	-	-	1,359	-	-	1,359	-	-	F	-	2016-17 Forestry project.
14	<b>TOTAL REVENUE</b>	\$ 1,050,020	\$ 995,000	\$ 1,066,508	\$ 958,500	\$ 1,089,802	\$ 1,068,935	\$ 1,049,500	\$ 1,089,802	\$ 1,049,500	\$ 1,049,500		\$(19,435)	
15	<b>DISBURSEMENTS</b>													
16	Personnel Costs:													
17	Wages & Salaries	\$ 85,378	\$ 82,000	\$ 78,587	\$ 114,029	\$ 113,620	\$ 118,798	\$ 121,611	\$ 113,620	\$ 118,798	\$ 121,611		\$2,813	Ex Dir + Admin. Assistant
18	Benefits-Insurance	13,544	20,381	9,163	17,220	17,038	16,800	17,640	17,038	16,800	17,640		840	Per Contract + Est. increase
19	Benefits-Retirement/IRA	-	-	-	-	-	-	-	-	-	-		-	Per Contract + Est. increase
20	Benefits-Performance	5,593	2,500	-	-	-	-	-	-	-	-		-	Conditional upon new business development
21	Payroll Taxes & Workers' Comp	104,515	111,031	87,750	144,933	139,287	147,478	148,980	139,287	147,478	148,980		(2,151)	8% of wages, was 10% prior year
22	Total Personnel Costs	141,901	60,000	42,606	60,000	29,327	60,000	60,000	29,327	60,000	60,000		-	No change
23	Marketing	27,230	30,000	27,206	30,000	36,971	30,000	30,000	30,000	30,000	30,000		-	No change
24	Office Expenses	-	-	-	30,000	12,000	30,000	30,000	12,000	30,000	30,000		-	No change
25	Marketing Consultant	-	-	-	3,000	2,019	5,000	5,000	2,019	5,000	5,000		-	No change
26	Travel & Entertainment	1,925	5,000	1,357	5,000	903	3,000	3,000	903	3,000	3,000		-	Hosting GA meetings etc.
28	Meeting Costs	2,847	3,000	777	3,000	3,000	3,000	3,000	3,000	3,000	3,000		-	Audit bid results + bookkeeping support
30	Accounting/Audit	11,748	14,000	10,816	13,500	12,924	13,500	13,500	12,924	13,500	13,500	3	-	Town of Oakland provided services
31	Legal & Other Prof Svcs	6,168	6,000	8,000	6,000	6,000	6,000	6,000	6,000	6,000	6,000		1,500	Increased site maintenance
32	Municipal Service	39,868	45,000	41,012	45,000	42,365	45,000	46,500	42,365	45,000	46,500		1,500	Increased Electric cost for street lighting
34	Park Maintenance:												-	No increase anticipated
35	Mowing & Grounds keeping	10,330	14,000	9,495	17,500	19,275	17,500	19,000	19,275	17,500	19,000		1,500	
36	Utilities-CMP	3,130	8,000	4,140	5,000	6,152	5,000	6,500	6,152	5,000	6,500	2	1,500	
37	Other	879	4,500	2,946	4,500	4,500	4,500	4,500	4,500	4,500	4,500		-	
38	Debt Service:												-	
40	Bond (11/01/2020)-MIMBB	256,138	256,870	255,618	256,821	255,791	256,773	256,722	255,791	256,773	256,722		(51)	<b>Last Payment per amortization schedule</b>
42	R.E. Tax Refunds:												-	
43	Municipalities	259,038	262,500	353,465	273,750	364,547	355,076	365,000	364,547	355,076	365,000		9,924	Refund to Members less Special Purpose funds
45	T-Mobile-25% TIF exp June 2020	50,687	49,092	75,784	54,750	83,833	80,911	-	83,833	80,911	-		(80,911)	TIF expired June 30, 2020
46	Infrastructure Reserve	-	-	-	-	-	-	-	-	-	-		-	Continuing pending GA approval
47	Special Purpose Funds	-	60,000	-	-	-	-	-	-	-	40,000	C	40,000	If not used will be returned to Members.
48	Organizational Capacity Development	5,270	20,000	5,300	-	-	-	-	-	-	-	D	-	To be used for Grant opportunities
49	Operational Reserve	40,000	40,000	-	-	300	-	4,000	-	4,000	4,000	E	-	No change.
50	Miscellaneous	-	4,000	46,633	4,000	-	-	-	-	-	-		-	
51	<b>TOTAL DISBURSEMENTS</b>	\$ 961,674	\$ 992,993	\$ 972,905	\$ 953,754	\$ 1,005,694	\$ 1,063,738	\$ 1,038,702	\$ 1,005,694	\$ 1,063,738	\$ 1,038,702		\$(25,036)	
52	<b>NET REVENUE (EXPENSE)</b>	\$ 88,346	\$ 2,007	\$ 93,603	\$ 4,746	\$ 84,108	\$ 5,197	\$ 10,798	\$ 84,108	\$ 5,197	\$ 10,798		\$ 5,601	
53	<b>Y-E TIF remaining, used in budget</b>	<b>35,658</b>	<b>38,408</b>	<b>42,038</b>	<b>36,500</b>	<b>37,683</b>	<b>37,448</b>	<b>85,000</b>	<b>37,683</b>	<b>37,448</b>	<b>85,000</b>			
54	Notes:	44%	45%	60%	47%	62%	60%	62%	62%	60%	62%			Percentage of Assessment refunded to Members.
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- (1) Estimated using Oakland records Dec. 2019
- (2) Est revenue, from the current owners list. Expenses budgeted at \$27,000
- (3) Audit bid plus monthly bookkeeping services.
- (A) Operational reserve for grant opportunities; offers ability respond quickly.
- (B) End increase in the marketing line which supporting the strategic and operational plan.
- (C) To be used to improve or make ready the site if land sale pending.
- (D) Funds intended for capacity building . Foresee spending funds to educate the Board and assess executive director recommendations
- (E) Funds intended to leverage either federal or state grant opportunities



What a year it has been. The strains COVID-19 has placed on our businesses, our residents, our students, our families and ourselves are unprecedented. It may come to no surprise that 2020 threw out the playbook for what a typical year looks like for Gardiner Main Street. As an organization that strives to bring large amounts of people to Gardiner, we needed to rethink ways to support our downtown safely in a pandemic. Here are some ways we adapted in 2020:



## Kennebec Valley Downtown Relief Fund

In reaction to business closures in March and April, Gardiner Main Street quickly partnered with the Augusta Downtown Alliance to create the Kennebec Valley Downtown Relief Fund, an emergency grant program for the small businesses in each city's downtown districts. The fund closed in June 2020 after awarding a total of \$49,370 in grants to 21 businesses in our downtowns. Several businesses have told us that this program was essential to keeping their doors open. Individual donations to this grant fund, particularly among Gardiner residents, was especially inspiring. We are thankful to be part of a community that truly cares about our downtown businesses.



## Gardiner's Gardeners

Our hardworking team of Streetscape volunteers once again brought color and beauty to our downtown through our sidewalk planters along Water Street. This team also cleans up and maintains the public gardens downtown and at the Waterfront Park. Their work this year also included sanding and repainting all the rails bordering the Common and tending to its Palmer Fountain as well as partnering with the City's Building and Grounds crew on downtown maintenance and advising on the reconstruction of McKay Park.



## Main Street AmeriCorps Fellow

Gardiner Main Street was selected by the Maine Downtown Center to be one of the first five Main Street communities in our state to host a Main Street Fellow. Perri Williams joined us in October for this new AmeriCorps program as the GMS "fellow." She will be focusing on supporting our organization through activating community engagement and economic growth for Gardiner. She will be with us through August 2021 and brings great energy and new ideas to help strengthen our organization and our community. Our new #ThinkGardinerFirst weekly business owner profile series is one of her initiatives. We are very excited to have her!



## Business & Community Information

Gardiner Main Street leverages our e-newsletter, social media channels and our website to update the community on business openings and services, as well as upcoming events and activities downtown. During COVID-19 we have kept our community informed of reopened businesses services. We created a web page detailing the hours of operation, contact info and other details for our Gardiner downtown businesses. GMS also provides regular updates to businesses and building owners of resources and information through periodic emails, site visits and phone calls to help them survive the aftermath of the pandemic.



## Organizational Adjustments

Quickly realizing the pandemic's impact on our fundraising events as well as business and private donations, modifications were made to reduce our organization's expenses including halting the planned hiring of our program coordinator position. Although currently operating at a reduced staffing capacity, we continue our efforts to strengthen the City of Gardiner as a hub for community, commerce and culture. In September GMS moved into its permanent office location on the second floor of 192 Water Street. We are happy to have a more visible presence in Downtown Gardiner and welcome visitors to stop in, learn more about our organization, and also for business and building owners come in to share their needs and concerns.



## Swine & Stein Brewfest Bag

Although we were not able to hold our traditional brewfest in the street, this year's take home Swine & Stein Brewfest Bag brought people together (virtually!) to celebrate local craft brewing in Maine safely from their own homes. We had overwhelming interest and sold all 300 bags. While picking up their bags, several people told us they were so happy we were able to hold our "event" in some fashion. Aside from supporting the operations of Gardiner Main Street, each purchase also supported 15 Maine craft beverage producers, and gave our local businesses and sponsors the opportunity to include marketing materials. We also had visitors from Biddeford to Waterville and beyond who came to Gardiner to pick up their bags, and then spent extra time exploring our downtown shops and restaurants while in town.



## **BOYS & GIRLS CLUBS OF KENNEBEC VALLEY**

January 14th, 2021

Dear Mayor Hart, City Manager Landes and City Councilors,

On March 16, 2020, all Club operations came to a screeching halt due to COVID-19. Were any of us really prepared for the effects of a pandemic that is now going on 17 weeks? For a few brief days, this pandemic threw us into a tailspin wondering how the Club could survive such a crisis. With much thought and input we strategically assessed the crisis at hand and created a plan to survive and move forward. Thanks to our town partnerships, Cares Act Funding, staff restructuring and private contributions our operational budget is stable and sustainable.

The Club was serving over 1,800 program participants and sharing our facility with another 1,700 people annually. The Club served the community and region with Child Care for ages six weeks through grade five, teen programming, tutoring, meals, sports, summer camps, senior citizen programs and community meeting space for people of all ages.

Today, 10 months later, the Club is open serving the children and families of Gardiner and Kennebec Valley. Remaining open is imperative to the families who are essential workers.

### **Programs status during COVID-19 Pandemic**

- Total enrollment 556, 241 are Gardiner residents
- Child Care
- Teen Program
- Tutoring and enrichment programs
- Open 55 hours a week for school age children who are attending in-person school two days a week.
- Daily support for children doing MSAD 11 remote learning while their parents work
- Friday Food Pantry open to families and senior citizens
- Summer Free Food Program to all children age 18 and under
- All youth sports and community programs have been suspended until which time they can be offered safely
- The Oldies but Goodies are meeting at a local church and staying in touch with each other weekly
- New 21st Century Learning Center Program has been established for RSU 12 at Chelsea and Windsor School. All funding for these programs come from the

Department of Education and weekly parent fees. The Oldies but Goodies Senior Citizen Program were meeting on a regular basis.

### **Capital Campaign**

- Construction planned for spring 2021
- Successfully raised \$8,660,000
- Actively raising the remaining \$1,340,000
- The facts remain the same when it comes to the old Clubhouse. It is meeting our needs but has forced us to reduce the number of children and community members we can serve during this pandemic health crisis.

We are requesting \$51,600 for the 21/22 fiscal.

We need your support, now more than ever, as we remain open and sustain Club programs. Thank you for investing in our community's most precious resource – our children. Together we can do it!

Respectfully,

*Ingrid L. Stanchfield*

Ingrid L. Stanchfield, CEO



## **Johnson Hall 2020 Report**

### **Programming**

2020 was a very challenging year for Johnson Hall starting in March as we were forced to cancel our remaining 14 shows of our season. We also had to cancel our Free Summer Waterfront Concerts and our Summer SPARK Theater camp, our Halloween fundraiser and our Festival of Trees fundraiser. Although we were faced with these challenges we made the decision to present on-line live streamed performances from Johnson Hall. Starting in late March through December we presented 12 on-line shows for audience members from 5 countries, 20 states and over 100 towns throughout Maine. Our plan is to continue presenting these on-line shows twice a month until we are able to welcome audience members back inside Johnson Hall. We are currently waiting to see if we will be able to produce Waterfront Concerts this summer.

### **Construction**

During this down time we were able to begin work on the façade of our building with a REvitalizeME Grant we received. We had a large portion of our brick work repointed, windows on the second and third floor were historically repaired and painted and reinstalled, and prep work was done for new doors on the park side as well as the Mechanic Street entrance. Work has stopped now due to dropping temperatures and will resume in the spring

### **Capital Campaign**

We have also moved along with our Capital Campaign, reaching 78% of our overall goal with \$3,838,517.00 in total pledges and gifts for the renovation. Our goal is \$4.9 Million and we have added new members to our Capital Campaign team. This new team is working to close the campaign out within one year. Once the campaign is complete construction would begin and all estimate point to a 13 month build.

### **Financial Overview**

We were fortunate to be able to receive the Federal PPP loan in April, which allowed us to keep all of our current employees on. We were able to write a few other emergency grants that have kept the lights and heat on. Sponsorships for performances have been down, but enough to keep our livestream shows happening. Revenue from performances is also lower than our usual, although they have been picking up over the last few months. We are hopeful that we will see a steady increase in ticket purchases throughout the winter months.