

**Calais City Council – Calais City Building
March 23, 2023 - Call to Order – 6:00 pm
Pledge of Allegiance – Moment of Silence**

Mayor: *Arthur Mingo*

Councilors:

Elery Beale

Mark Carr

James Macdonald

Kevin Niles

Marcia Rogers

Michael Sherrard

1. Consent Agenda

- A. Previous Minutes (pages 2-5)*
- B. Treasurer's Warrants City through March 22, 2023* \$
- C. Treasurer's Warrants School through March 22, 2023* \$
- D. Treasurer's Warrants Water through March 22, 2023* \$
- E. Dunkin Easter Egg Hunt-Easter Sunday-1 PM-Triangle Park (pages 6-7)*

2. Public Hearings

- A. Updated General Assistance Ordinance*
- B. Special Amusement Permit-Karen's Main Street Diner (page 8)*
- C. Liquor License Extension-Mama Lolas Mexican Food-Murphys Blue Star Saloon (pages 9-10)*

3. Old Business

- A. City Manager's Report (page 11)*
- B. Follow Ups (pages 12-13)*
- C. Committee Reports*
 - 1. Finance Committee- Sherrard*
 - 2. Property Committee- Carr*
 - 3. Public Safety Committee- Macdonald*
 - 4. Public Works Committee- Carr*
 - 5. School Liaison Committee- Rogers*
 - 6. Economic/Community Development Committee- Sherrard*
 - 7. Welfare Committee-Beale*
- D. Tax Acquired Property Bids*

4. Opportunity for Public Input on New Business Agenda Items

5. New Business

- A. TextMyGov-Public Notification Program (pages 14-18)*
- B. Spring FREE Dump Day*
- C. City Parks & Playgrounds Maintenance*

6. Executive Session

- A. Personnel Matter pursuant to MRSA Title 1, §405(6)(a)*

CALAIS CITY COUNCIL
March 9, 2023

The first regular monthly meeting of the Calais City Council was held this date in the Council Chambers of the Calais City Building at 6:00 p.m.

Present was Mayor Mingo presiding over Councilors, Niles, Sherrard, Rogers, Beale, Carr, and Macdonald.

Attendance

On a motion by Councilor Rogers and a second by Councilor Macdonald, it was unanimously voted to approve the following consent agenda:

Consent Agenda

- A. Previous Minutes*
- B. Approval of Monthly Departmental Reports*
- C. Approval of Chase Fund for February & March \$400*
- D. Treasurer's Warrants City through March 8, 2023*
\$ 721,329.92
- E. Treasurer's Warrants School through March 8, 2023*
\$ 1,488,062.47
- F. Treasurer's Warrants Water through March 8, 2023*
\$ 49,783.97
- G. Voluntary Road Toll-Little League*
- H. Liquor License Renewal-Karen's Main St. Diner*

The City Manager then gave his report. He congratulated Public Works Director Robert Seelye on his receipt of the Maine "Roads Scholar" Award from the Maine Department of Transportation. He also extended his congratulations to the Calais High School Boys Basketball team on winning the Northern Maine Championship. After this, City Manager Ellis asked the council to suspend the rules and add General Assistance Ordinance and Disposition of Tax Acquired property to new Business. A motion was made to so by Councilor Carr and seconded by Councilor Rogers. The motion carried with all in favor.

City Manager's Report

No updates were given on follow up items.

Follow Ups

The Property Committee met at 5:00pm prior to this meeting and discussed recommendations for the disposition of tax acquired properties and also the potential usage of upstairs office space in the City Building by Downeast Community Partners. They also scheduled their next Committee meeting for 5:30pm on 3/23/23.

Committee Updates

The School Liaison Committee is scheduled to meet on 3/9/23 at 5:00pm at the Calais Middle/High School library.

The welfare committee met on 3/8/23 and discussed the updating of the city's current General Assistance Ordinance.

Old Business

The first item of old business was the discussion of the potential use of upstairs office space in the City Building by Downeast Community Partners. On the recommendation of the Property Committee, a motion was made by Councilor Niles to allow Downeast Community Partners to utilize space for a period of one year at a cost of \$1. The motion was seconded by Councilor Macdonald. The motion carried with all in favor and Councilor Rogers abstaining.

The last item of old business was a presentation by Julie Daigle of Healthy Acadia on the effects of smoking and the use of tobacco products including vapes etc.

New Business

The council then moved on to new business. The first item was a presentation from Chris Beaulier, Retail Operations Director for Cigarette Shopper on their efforts to follow all existing laws and regulations surrounding the sale of tobacco products. They also discussed potential legislation and ordinances enacted by other communities regarding flavored tobacco products. No motions were made and no action was taken.

Next the council scheduled a public hearing to consider the renewal of a Special Amusement Permit for Karen's Main St. Diner. A motion was made by Councilor Niles to schedule the hearing on 3/23/2023. Councilor Carr seconded. The motion carried with all in favor.

The council then scheduled a public hearing to consider an application for an extension of liquor license for Mama Lola's Mexican Food. A motion was made by Councilor Niles to schedule the hearing on 3/23/2023. Councilor Carr seconded. The motion carried with all in favor.

Usage of Upstairs Office Space

Dangers of Tobacco Presentation

Small Business Tobacco Advocate

Scheduling of Public Hearing- Special Amusement Permit

Scheduling of Public Hearing- Liquor License

The council then approved the filling of a full-time Basic EMT position. The motion was made by Councilor Sherrard and seconded by Councilor Niles. The motion carried with all in favor.

The council then considered the purchase of an annual advertisement in Downeast Magazine. After discussion, a motion was made by Councilor Carr to purchase the ad at a cost of \$1,200 to be taken from Economic Development. Councilor Beale seconded. The motion carried with Councilors Rogers, Sherrard and Niles voting against.

Discussion was then held on making a funds transfer from the City's General Fund to eliminate Sewer and Ambulance deficits. After discussion, this item was tabled to be discussed during budget workshops for the upcoming fiscal year.

The council then listened to the Property Committee's recommendations on several foreclosed properties.

Regarding the property located at map & lot 003-009-009, a motion was made by Councilor Niles and Seconded by Councilor Macdonald to continue with the payment plan that the owner had agreed to. The motion carried with all in favor.

Regarding the property located at map & lot 002-003-003, a motion was made by Councilor Niles and Seconded by Councilor Carr to put this property out to bid with a minimum amount of what's currently owed on the property: \$1682.43. The motion carried with all in favor.

Regarding the property located at map & lot 032-144, a motion was made by Councilor Rogers and Seconded by Councilor Beale to put this property out to bid with a minimum amount of what's currently owed on the property: \$1504.20. The motion carried with all in favor.

Regarding the properties located at map & lot 024-008 & 024-008-001, a motion was made by Councilor Niles and Seconded by Councilor Macdonald to put these properties out to bid together with a minimum amount of what's currently owed on the properties: \$2417.55. The motion carried with all in favor.

Filling of EMT Position

Purchase of Advertisement

Fund Balances

Disposition of Tax Acquired Properties

Map & Lot 003-009-009

Map & Lot 002-003-003

Map & Lot 032-144

Map & Lots 024-008 & 024-008-001

The last item of new business was the scheduling of a public hearing on the adoption of an updated General Assistance Ordinance. A motion was made by Councilor Carr to schedule the hearing on 3/23/2023. Councilor Rogers seconded. The motion carried with all in favor.

Other Items Discussed

Other topics discussed with no action taken included:

- Concern on the potential ban of menthol cigarettes
- More thoughts on tobacco use among the youth
- Other thoughts on legislation regarding flavored tobacco bans

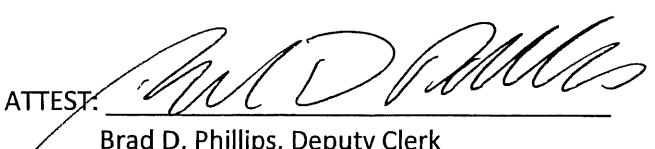
Executive Session

At this time, pursuant to MRSA Title 1, §405 (6)(f), a motion was made to enter executive session for the consideration of a poverty abatement request also to discuss purchase/sale of city property pursuant to MRSA Title 1, §405 (6) (c) and for a personnel matter pursuant to MRSA Title 1, §405 (6) (d). The motion was made by Councilor Carr and seconded by Councilor Niles. The motion carried with all in favor. The council entered executive session at 7:18 pm.

The council returned from executive session at 7:50pm. A motion was made to approve the poverty abatement as requested. The motion was made by Councilor Rogers and Seconded by Councilor Carr. The motion carried with all in favor.

There being no further business to come before the City Council at this time, it was moved by Councilor Sherrard, seconded by Councilor Carr, and unanimously voted to adjourn this meeting at 7:52 p.m.

ATTEST:


Brad D. Phillips, Deputy Clerk

Scheduling of Public Hearing-GA Ordinance

Roundtable

Executive Session

Poverty Abatement

Adjournment

Date Submitted 3/13/23

SPECIAL EVENT PERMIT APPLICATION

All special events applications will be reviewed and interpreted as a major or minor event by the City Manager, City Clerk, Police Chief and other appropriate department managers. No person may conduct a Major or Minor Special Event on City Property without a Special Events Permit issued by the Calais City Council pursuant to the Special Events Permit Ordinance.

Special Event shall mean any event, sponsored by an individual, corporation, partnership or other entity or organization intended primarily for recreational, entertainment or charitable purposes, which requires the use of City Property of the City of Calais, Maine.

- ☒ Minor Event shall mean an event not exceeding four hours in duration and/or less than 100 people affiliated with the event. (i.e. wedding ceremony with equipment such as tent, chairs, sound, etc.)
- ☐ Major Event shall mean an event exceeding four hours in duration and/or more than 100 people affiliated with the event. (i.e. community festival; carnival; street dance; charitable walk for a cause) Also, a major event clearly involves additional city services (i.e. police protection; more than one vendor needing electrical usage; etc.)

City Property shall mean any land owned by the City of Calais, Maine.

I/We hereby request from the Calais City Council to hold a special event.

Date of Event: April 9th - Sunday Time of Event : 1 pm

Location: Triangle Park (Calais)

Estimated number of People Attending: 65

Summary of Event: Easter Egg Hunt for Community

Alcoholic Beverages ? YES ☒ NO (Circle one)

Amplified Sound ? YES ☒ NO (Circle one)

➡
(Over)

Street Closure Requirements: (if applicable)

N/A

Plan for Security, Parking and Traffic: (if applicable)

N/A

City Services Required: (Utilities, police, cleanup, etc.) (if applicable)

N/A

Sanitary Facilities Plan: (if applicable)

Table, wipes, gloves

List of Proposed Vendors: (if known and applicable)

Just Dunkin

Organization: XANadu inc

Tax Status:

Officers:

Signature of President or Event Chair:

Contact Person:

Address: 131 North St. CALAIS, ME 04619

Telephone: (207) 454-3301

Date Submitted: 3/13/2023 (March) Monday

--Return completed application to Calais City Clerk, P.O. Box 413, Calais, ME 04619.

--Applications for "Minor Events" must be submitted thirty (30) days prior to event.

--Applications for "Major Events" must be submitted four (4) months prior to event.

--Applicants must attach certificate of general liability insurance with application.

--Events serving alcoholic beverages require alcohol insurance with the City of Calais listed as additional insured on liability policy of not less than \$400,000.

--Applicants to be responsible for additional costs for clean up and street closure.

CITY OF CALAIS
APPLICATION FOR SPECIAL AMUSEMENT PERMIT

DATE: 2/15/2023

BUSINESS NAME: Karen Main Street Diner

I/We Karen **do hereby apply for a Special**
Amusement Permit, under the provisions of Chapter 501, Public Laws of 1977.

Location of Premises: 439 main st

Type of Entertainment:
LIVE MUSIC

Hours of Operations:
6am 9 PM

Date at Calais, Maine this 15 **day of** Feb, 2023.
Signature of Applicant: Karen Smith

*** Notice of Public hearing must be published at least seven(7) days prior to hearing**

**Application Fee: \$150.00 (Includes \$50 fee for
advertising public hearing.)**

Division of Liquor Licensing & Enforcement
8 State House Station, Augusta, ME 04333-0008 (Regular Mail)
10 Water Street, Hallowell, ME 04347 (Overnight Mail)
Telephone (207) 624-7220 Fax: (207) 287-3434
Email Inquiries: MaineLiquor@maine.gov



REQUEST FOR EXTENSION OF LICENSE ON PREMISE

Legal Name: MAMA LUTAS Mexican Food License Number: CGR-2022-14176
DBA Name: Murphy's Blue Star Saloon Expiration Date: 6-6-2023
Physical Address: 28 North St City, State, Zip Calais
Mailing address: 28 North street
Street / PO Box City State Zip
Phone: 207 454/4191 Fax: _____ Email address: mama lutas mexican food calais
e.g.m.

Name, address, telephone number of Property Owner (if property is rented or leased, need copy of rental agreement / lease):

Temporary ☐ Permanent ☐ Inside ☐ Outside ☐ Live Entertainment: Yes ☒ No ☐

Start Date: _____ End Date (if applicable): _____

Reason for this request: adding on bar to restaurant that was next door

This request for an extension of service area for on premise license location MUST have Town / County Commission approval and MUST have a diagram submitted with this form.

Outdoor Restrictions:

There must be a stanchion or fence completely enclosing the area. Signs must be posted, stating "no alcohol beyond this point". There must be sufficient employees at the extension of premise, which would be able to control and monitor the area.

[Signature]
Signature of Owner / Corporate Officer

John T Duke
Printed Name of Owner / Corporate Officer

For Municipal Approval Only

TO STATE OF MAINE MUNICIPAL OFFICERS & COUNTY COMMISSIONERS:

Hereby certify that we have complied with Section 653 of Title 28-A Maine Revised Statutes and hereby approve said application.

Dated at: _____, Maine _____
City/Town (County)

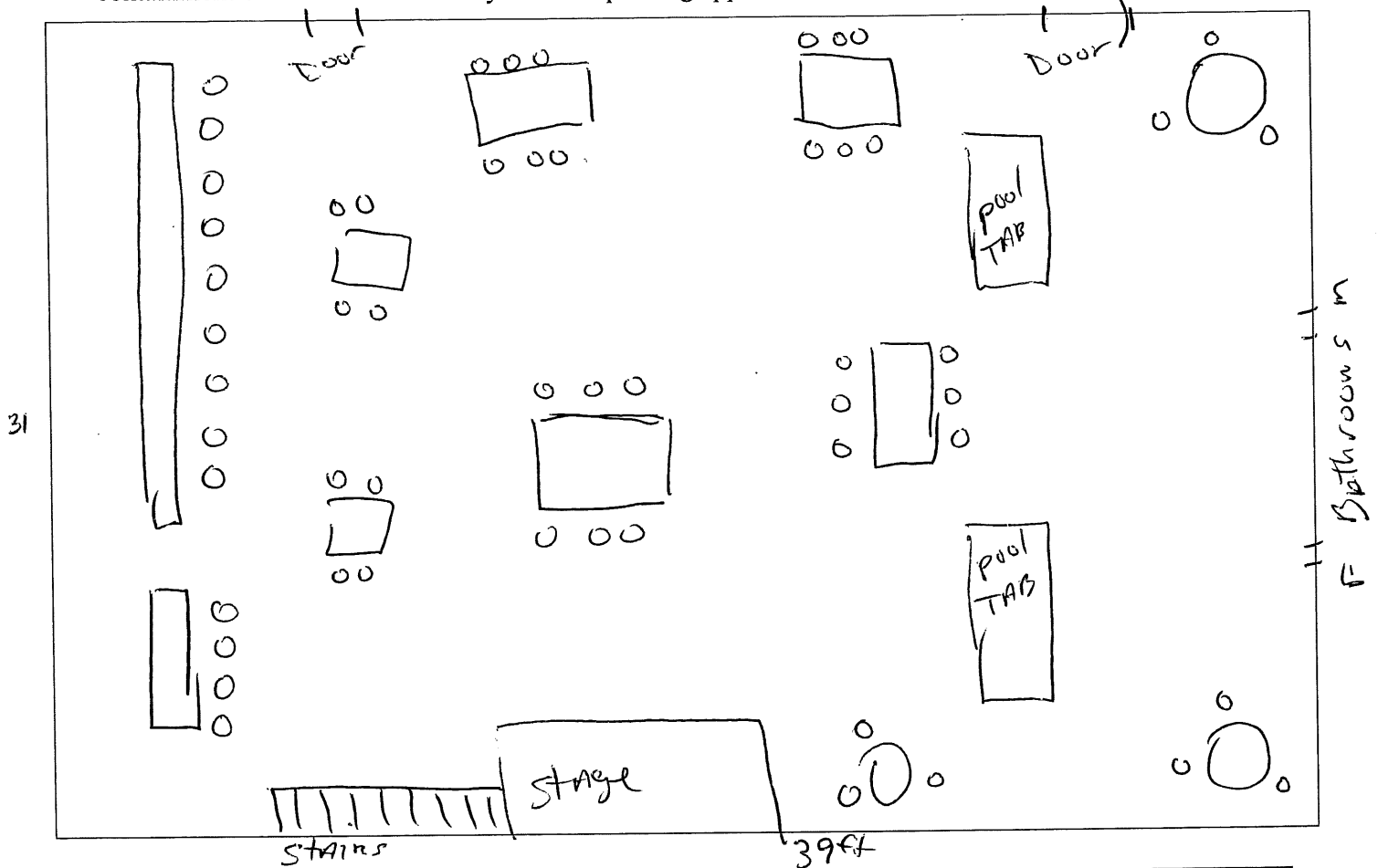
On: _____
Date

The undersigned being: ☐ Municipal Offices ☐ County Commissioners of the
☐ City ☐ Town ☐ Plantation ☐ Unincorporated Place of: _____, Maine

Signature of Officials	Printed Name	Title

EXTENSION AREA PREMISE DIAGRAM

In an effort to clearly define your extension please draw a diagram below that will include the area you want for a temporary / permanent license premise. Diagrams should be submitted on this form and should be as accurate as possible. Be sure to label the areas of your diagram including methods of monitoring and containment of certain area which you are requesting approval from the Division for liquor consumption.



For Office Use Only:

Date Filed: _____ Date Issued: _____ Issued By: _____

☐ Approved ☐ Not Approved

Subchapter 1: GENERAL CONDITIONS

§1051. LICENSES GENERALLY

3. Liquor not to be consumed elsewhere. Except as provided in paragraphs A and B and in section 1207, no licensee for the sale of liquor to be consumed on the premises where sold may personally or by an agent or employee, sell, give, furnish or deliver any liquor to be consumed elsewhere than upon the licensed premises. The service and consumption of liquor must be limited to areas that are clearly defined and approved in the application process by the bureau as appropriate for the consumption of liquor. Outside areas must be controlled by barriers and by signs prohibiting consumption beyond the barriers.



Contact:
Debra L. Jacques
Director of Marketing and Development
djacques@amhc.org
207- 554-2352 ext. 275

FOR IMMEDIATE RELEASE 3/9/2023

AMHC Overnight Warming Centers in Calais and Houlton Opening Soon

Calais and Houlton, ME (3/9/2023): Aroostook Mental Health Services, Inc. (AMHC) has received funding through the Maine State Housing Authority to open temporary overnight warming centers in Calais and Houlton. "AMHC is pleased to receive this funding through the Maine State Housing Authority to support individuals who are experiencing homelessness during the cold winter months," explained Michelle Ferris, AMHC Chief Operations Officer. "The overnight warming centers will open on Fridays and Saturdays beginning March 17; additional days and hours will be added as staffing increases."

The warming centers are located at Downeast Recovery Support Center, 311 Main Street, Calais and at Aroostook Recovery Center of Hope, 106 Main Street, Houlton. Staff will offer a safe, nurturing environment with places for individuals to rest and recline, have snacks, a hot drink, and bottled water. Individuals will be provided an opportunity to receive staff support to seek needed services such as clothing, food, and other community and behavioral health supports as needed.

"The centers will be open through April 30, 2023," said Ferris. "We recognize this service may be an important lifeline to individuals in our community who are having difficulty accessing housing and other services and we look forward to offering our support." For more information about the warming centers please contact Downeast Recovery Support Center at 207-952-9279 and Aroostook Recovery Center of Hope at 207-254-2213.

There are immediate openings for temporary staff to support the overnight warming centers. There is an overnight shift differential and a completion bonus for staff who stay through April 30, 2023. Shifts are available between 7:00 p.m. – 7:00 a.m. Monday – Sunday; days and hours worked are flexible based on one's availability. For more information and to apply, please contact Cory Tilley at ctilley@amhc.org.

Celebrating nearly 60 years, AMHC is a nonprofit organization supporting up to 5,000 individuals annually. The agency has 26 service sites and 350 employees across Aroostook, Washington, and Hancock counties providing mental health, substance use, crisis, and sexual assault services. For more information, please visit AMHC at www.amhc.org.

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FOLLOW UP ITEM	STATUS	UPDATED STATUS
ARPA Funds 7/1/21	Submitted ARPA funds request 9/20. City share now adjusted to 317,000. Approved allocations-\$158,720. for Main St. Water/Sewer Project, \$33,319. for City Employee Bonuses, and phase 1 IT upgrades approved for \$44,710. Princeton Airport Plow donation- \$10,000. ARPA Fund Balance- \$70,251.	Suggested uses for remaining funds are City Building Heat pumps, and emergency back-up generators for Rec Center or St. Croix #1, and more recently, use funds to cover the projected water rate increase. (\$28,000.00 gap) Remaining balance= \$42,251.00
ATV access along RT. 1 through the Moosehorn 9/23/21	Council approved the request from the Sunrise Trail Coalition to form an Advisory Council between Calais, Baring, and Charlotte. Advisory Council is to submit a proposal to MDOT to use the rail corridor from Ayers Junction to Calais for public recreational use.	MDOT has established 3 of the 6 requested advisory councils. The Calais Branch is request #6 and is slated for review within the next few months. Recent request to place an Island Institute Fellow was not approved.
Calais Waterfront Improvements 9/23/21	Boat ramp repaired by PW, site clearing, and sweepings layed down for a base to create greenspace/picnic area next to snowdump area behind the bowling club. Continue to receive waterfront pier reconstruction costs.	Boat ramp has been paved, and the area next to the snow dump has been cleared and prepared for Spring grass planting. Currently working with MDOT on funding options to include the waterfront pier improvements. Olver recently hired Eric
City IT upgrades 1/10/23	Phase II and improved Audio/Visual for Council Chambers	Refocus Data provided cost estimates for the Phase II IT upgrades.Council voted to go out to bid for this work. To date, there have been no bids submitted. The council chamber audio/visual has been upgraded.

FOLLOW UP ITEM	STATUS	UPDATED STATUS
Main Street Sewer/Water Project 5/1/21	Project 50% complete.	Construction is finished for the season. Milling and re-paving of temporary trench paving and second half of project to commence asap in Spring 2023 depending on the weather.
Public Safety Building	Gathering cost estimates to upgrade the building heating system, electrical system, and add a restroom/changing area, wash station and rear door and air quality system for PD space.	PW Heating upgrade is complete. The FD new bathroom is near completion. The hose tower has been repaired and the scba wash station has been installed. The rear door has been ordered and scheduled for
Security Cameras/Lighting	Council approved gathering quotes for security cameras and lighting at the DiCenzo Athletic Complex	Seeking grant funding for a city-wide camera system.
St. Croix #1 Firehouse- 6/1/22	St Croix #1 Firehouse Association 501 (3c) is in the filing process of dissolving the non-profit.	Interior repairs to truck bay floor and ADA accessible rear entrance scheduled for April. Met with Eastern Area Agency on Aging regarding possible uses of the building for their organization.
Union St. Playground- 4/1/22	DE Community Partners donated playground equipment to be installed at Union St. Playground.	The PW and Rec Depts have removed the playground equipment at the Union St. Park. Plans to re-assemble donated equipment in 2023 Spring.

TextMyGov

TextMyGov
P.O. Box 3784
Logan, Utah 84323
435-787-7222

Partnership Proposal

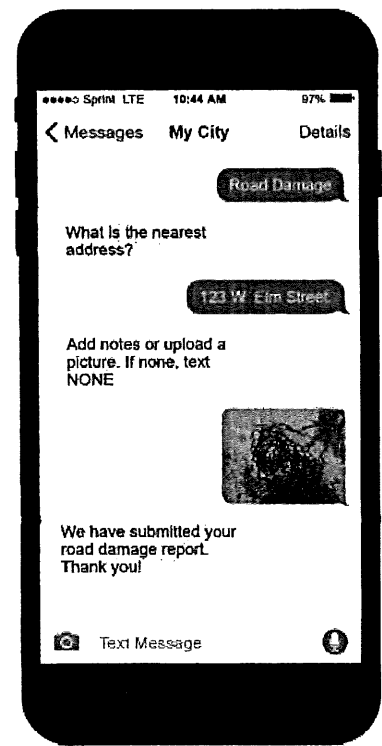
Introducing TextMyGov

TextMyGov was developed to open lines of communication with local government agencies and citizens. The system works 24 hours a day and easily connects with your website and other communication methods.

Using the regular messaging app on any smartphone, the smart texting technology allows the citizen to ask questions and get immediate responses, find links to information on the agency's website, address problems, report any issues and upload photos.

According to the Pew Research Center, *97% of smartphone owners text regularly.*

The technology analysts at Compuware reported *that 80 to 90% of all downloaded apps are only used once and then eventually deleted by users.*



TextMyGov Solutions:

Communicate, Engage, Boost Website Traffic, Track, and Work



Communicate

TextMyGov uses smart texting technology to communicate with citizens. Local government agencies can answer questions, send links to their website, and provide details on garbage pickup, utility payments, city news, events, office hours, just to name a few.



Engage

TextMyGov uses smart texting technology to engage with citizens. Citizens can easily report issues to any department, such as potholes, drainage problems, tall grass, junk cars. The issue reporting function can be customized for each department and their most commonly reported items. Agencies can engage citizens and ask specific guided questions regarding location, address, street name, and more. If your goal is to engage with citizens and get smart valuable data- You need TextMyGov.



Boost Website Traffic

TextMyGov uses smart texting technology to maximize a cities website. Citizens can text in keywords like festival, parking, ticketing, meeting, sporting event, etc. The smart texting technology can answer the question or send a link from the city's website with additional information. Local government agencies spend thousands of dollars each year on their website. TextMyGov is the best way to benefit from that investment. If your goal is to benefit from your website investment- You need TextMyGov.



Track

TextMyGov uses smart texting technology to track and record all the information that is sent in. Agencies can track the cell phone number, date, and time of every request. If your agency wants to be compliant with FOIA- You need TextMyGov.



Work

Smart texting uses detailed information to track a citizen's request or create a work order. Work orders and requests can be generated and completed. Smart texting allows you to easily collect information like name, location, street address, and allows the user to upload a photo. If your agency wants to track real requests and real work orders submitted by a real cell phone number- You need TextMyGov.

Implementation

Getting Started

After the execution of the basic service agreement, a project manager will be assigned to assist the client through implementation. A local phone number will be obtained for use with TextMyGov.

Configuration

The project manager will work with the client to customize interactive responses, create automation flows, and keyword lists. Training will be provided on how to quickly create and edit data.

Media Kit

Advertising materials will be provided to the client, including an infographic for the website and downloadable flyer for social media and other communication methods used by the agency.

Unlimited Training and Support

After initial implementation and training, unlimited on-going support is included. Our experts are available M-F 6am-5pm MST.

Subscription Cost Breakdown

This quote represents a subscription to TextMyGov with an initial TERM of two years. The agreement is set to automatically renew after the initial TERM. Support and services fees may increase in subsequent years, but will increase no more than 5% per year. See below for the package price and other details:

Terms and conditions can be printed and attached as Exhibit A or viewed at www.TextMyGov.com/terms

Prepared for:
Calais
P.O. Box 413
Calais, ME 04619

Prepared by:
TextMyGov
P.O. Box 3784
Logan, UT 84323

Package	Package Price	Billing
TextMyGov Package includes: <ul style="list-style-type: none"> • TextMyGov Web-Based Software • Local Phone Number • Short Code Number (for outgoing messages) • Unlimited Users • Unlimited Departments • Unlimited Support for Every User • 10 GB Managed online data storage • 25,000 Text Messages per year 	\$ 3,000	Annual
Implementation/Setup Fee	\$1,500	One Time
Total (First Year):	\$4,500	First Year
Total (Ongoing):	\$3,000	Annual

Notes:

1. This is a two-year contract. After the initial two years, the contract can be canceled by providing 60-day written notice.
2. After the initial two-year contract, the agreement will revert to a year to year.
3. Customer is required to put Text My Gov widget on the Agencies Web Home page.
4. This agreement and pricing were provided at the customer's request and are good for 30 days.
5. Customer is required to provide copy of W-9

Additional Services

TextMyGov provides additional applications and services that can be purchased as part of the TextMyGov solution. These can be added to the customer's annual* cost, upon request.

Enhanced Media & Care Package – Marketing materials and expert implementation to promote and optimize TextMyGov, see us here for additional information- https://textmygov.com/enhanced-media-care/	Price based on Population	Annual
Additional Storage – Each unit of storage contains an additional 100 GB.	\$250	Annual
Additional text messages – Additional text messages can be purchased at any time. (\$750 for 100,000), (\$550 for 50,000), (\$300 for 25,000)	Price based on amount of text messages	Annual

Agreement Confirmation

Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

Implementation Team Information

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

Widget Contact

Name:

Title:

Email:

Office Phone:

Cell Phone (Required):

(This person is responsible for placing the TextMyGov widget (see options - Widget | TextMyGov Support) on the agency's website within 60 days of the agreement signature. The TextMyGov widget will remain on the agency's website for the duration of the agreement. If the widget is not placed on the City/County website within 60 days, the Agency agrees to pay an additional \$1,000 towards setup costs (this is to cover TextMyGov's time).

Billing Information

Billing Contact Name:

Title:

Email:

Office Phone:

Address:

(Please attach copy of W-9 or Tax Exemption form.)

Agreement Signature

Name:

Title:

Date:

Signature:

Twilio Contact Authorization

Twilio Authorized Contacts

Employee Name (1):

Email:

Business Title:

Job Position:

Phone Number:

Employee Name (2):

Email:

Business Title:

Job Position:

Phone Number:

☐ I confirm that my nominated authorized representatives agree to be contacted by Twilio.

MARCH - 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
			1	2	3	4
5	6	7	8 Welfare Committee meeting 5:00 PM	9 Property Committee meeting 5:00 PM Council Meeting 6 PM	10	11
12	13	14	15	16	17	18
19	20	21	22	23 Public Works Committee 5 PM Property Committee 5:30Pm Council Meeting 6 PM	24	25
26	27	28	29	30	31	