

## Administration

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## MEMORANDUM

**TO:** Mayor Doyle and City Council  
**FROM:** Bryan T. Kaenrath, City Administrator  
**DATE:** April 6, 2020  
**RE:** **Administrator's Report**

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### Senior Programs and Assistance

The City held its first senior meals program event this past Friday. It was a great success and we served 128 meals to Saco residents ages 50+ in both pick up and delivery. Our next event will be this Friday, April 10<sup>th</sup> from 11AM-1PM. Thanks to all of our volunteers and City staff for making this possible and for their dedication to our senior population. I would also like to thank the Golden Rooster for partnering with the City in providing the meals.

I have also appointed Amelia Meier to be our "point person" to help coordinate senior relief efforts with other outside agencies and groups. She will be assisted by our Senior Volunteer Coordinator Mary Starr. They have begun to organize wellness checks and are developing other creative ways to reach out to our senior population and address any ongoing needs they may have.

### City COVID-19 Response

The City has rolled out a new COVID hotline number for residents to call if they may have questions or need assistance during the crisis. The number is 207-294-2436. The Parks & Rec Department is managing the phone line but will be working with all departments to gather necessary information and/or assistance to address citizen concerns.

As we continue to deal with the ever evolving nature of the pandemic we are trying to safeguard our employees health while at the same time keeping the business and services of the City moving forward. Most City departments are operating on modified schedules and allowing non-essential personnel to work remotely if possible. We would like to ask for everyone's patience during this time as some services may not be available or take more time. Of course, all residents should know

that our essential services including police, fire, public works, senior leadership team and other health and safety personnel are still going at full speed in our respective facilities.

As always, please visit the City's website at [sacomaine.org](http://sacomaine.org) for the latest updates, additional information regarding our public transit systems and contact information for resources to assist our local business community and general assistance. You will also find links to the most trustworthy sources for the most updated information and notices on the coronavirus. Additionally, I would encourage anyone with further questions, concerns or assistance needed to contact me directly at [bkaenrath@sacomaine.org](mailto:bkaenrath@sacomaine.org) or 207-282-4191.

### **Grant Funding**

I am pleased to announce that the City has been awarded a \$2,000 grant from the Maine Municipal Association to assist in funding our summer intern program through the Margaret Chase Smith Policy Center at UMaine.

Our Police Department is also pursuing a grant of \$36,405 through the Bureau of Justice Assistance Coronavirus Emergency Supplemental Funding. This funding can be used to purchase PPE and other items utilized to prevent, prepare and respond to the coronavirus pandemic.