



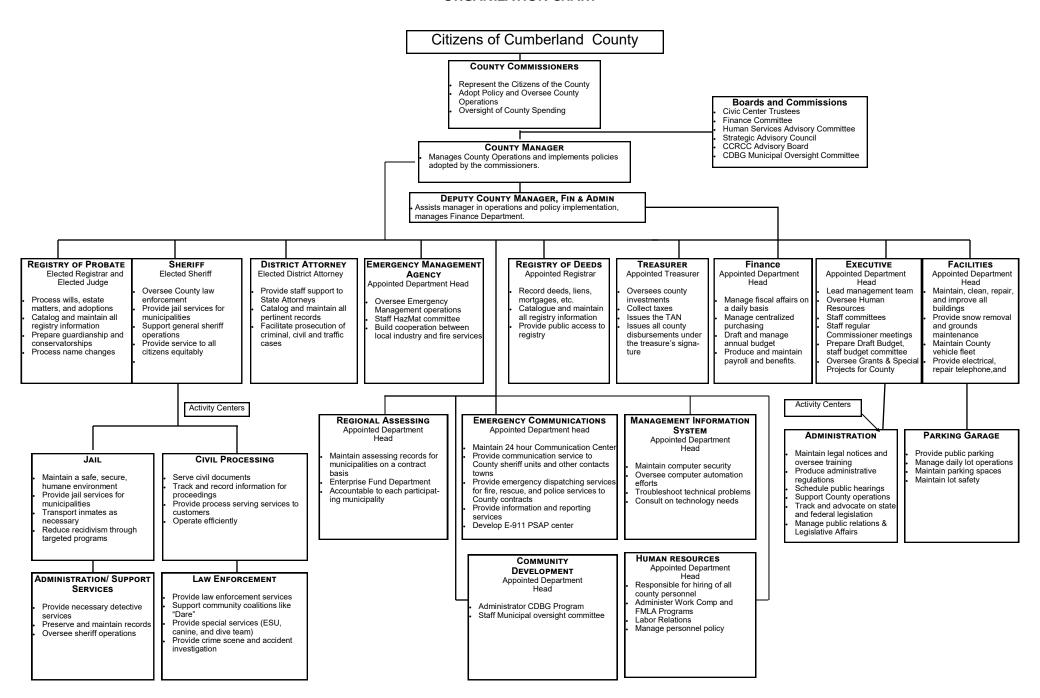
ANNUAL BUDGET 2019

County of Cumberland, Maine



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FY2019 COUNTY OF CUMBERLAND ORGANIZATION CHART



County of Cumberland Elected and Appointed Officials

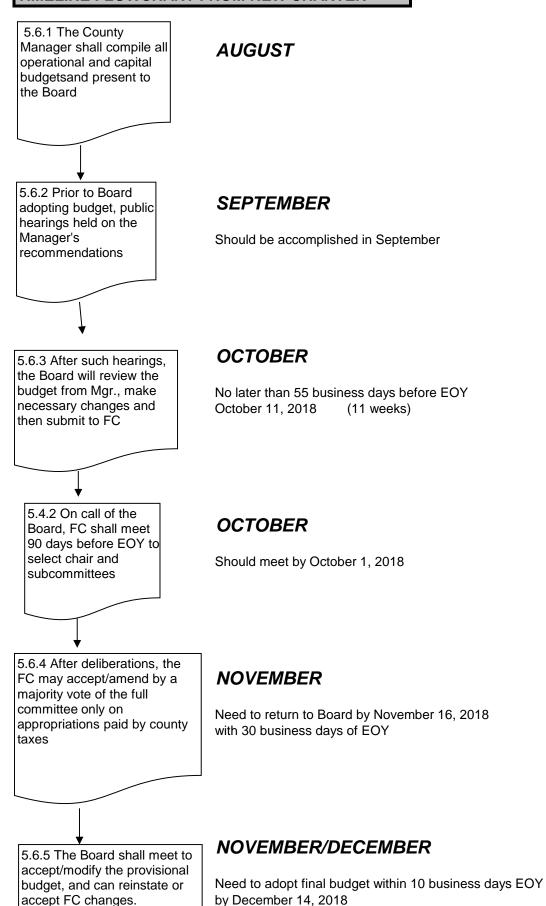
District 1 District 2 District 3 District 4 District 5	2019 Neil Jamieson Susan Witonis Steve Gorden Thomas S. Coward James Cloutier	871-8380 871-8380 871-8380 871-8380 871-8380
Elected Officials	Jonathan Sahrbeck	871-8384
District Attorney Judge of Probate Register of Probate Sheriff	Paul Aranson Nadeen Daniels Kevin Joyce	871-8382 871-8382 774-1444
Appointed Officials		
County Manager Deputy County Manager, Finance & Administration	James Gailey Alex Kimball	871-8380 871-8380
Chief Deputy Sheriff	Naldo Gagnon	774-1444
Jail Administrator Human Resources Director	Timothy Kortes Don Brewer	774-5939 775-6809
Information Technology	Aaron Gilpatric	774-1444
Emergency Comm. Director	William Holmes	893-2810
Comm. Dev. Director	Kristin Styles	871-8380
Emergency Management	Joe Chappell	892-6785
Agency, Director Facilities, Director	Bruce Tarbox	871-8380
Regional Assessing	Renee LaChappelle	699-2475
Register of Deeds	Nancy Lane	871-8399
Deputy District Attorney	Jennifer Ackerman	871-8384
Deputy Director CCRCC	Deb Plummer	893-2810
Deputy Director EMA Deputy Register of Deeds	Emily Kaster Jessica Spaulding	892-6785 871-8399
Deputy Register of Probate	Kelly Bunch	871-8382
Director of Public Affairs	Travis Kennedy	871-8830



FINANCE COMMITTEE - FY 2019

Name	Email Address/Phone	Term Expires	Elected
District 1			
Vacant		2017	2015
Vacant		2017	2015
District 2			
Holly Hancock	Holly.hancock@cascomaine.org	2020	2018
PO Box 148	Cell: 650-0238		
Casco, ME 04015			
Vacant		2017	2015
District 3			
Lee Arris	larris@freeportmaine.com	2019	2017
70 Glenview Road			
Freeport, ME 04032			
Vacant			
District 4			
Jessica Sullivan	Jessica.sullivan@capeelizabeth.org	2019	2017
PO Box 6238			
Cape Elizabeth			
Vacant			
District 5			
Vacant			
Vacant			

TIMELINE FLOWCHART FROM NEW CHARTER



Cumberland County Government

142 Federal Street, Portland, Maine 04101 207-871-8380 · cumberlandcounty.org

James H. Gailey, County Manager

Cumberland County

February 11, 2019

Dear Municipal Leaders and Citizens,

On behalf of the Cumberland County Commissioners, I would like to present the County's 2019 General Fund and Jail budgets. As this budget document is comprised of two separate budgets on two separate budget years, I feel it is important to document the actions taken by County Staff, the Finance Committee comprised of town elected officials, and the Cumberland County Commissioners.

I have attempted to summarize many of the particulars of the budget process in the proceeding narratives and tables. A significant amount of work goes into creating the County Budget and I hope you take the time to read not only the summary, but the entire line item budget document as there is substantial information provided, which best explains how the County is spending taxpayer dollars.

General Fund Overview & Highlights (January - December budget year)

Developing the budget begins in late June and extends right up to the first Commissioners' meeting in September when the budget is presented to the County Commissioners. During this time, a lot of work by Finance Staff goes into developing salary and benefit information for the coming year's budget. The Deputy Manager of Finance and Administration and myself meet with each Department Head to understand their budget request. During these meetings, we work with the Department Head and tend to make adjustments up or down based on historical spending or explanation of need. After the department head meeting, a more refined review of the budget and where it stands takes place, ultimately refining further the revenues and expenditures to find an appropriate increase in needs from tax. Once completed, staff presents the proposed County Budget to the County Commissioners.

In September, I brought forward a request of 4.99% needs from taxes. This was a result of significant scrutiny of the budget and cutting some funding that would have allowed the County to pursue some worthwhile projects/services. In the end, the budget went from 5.93% down to 4.99% a reduction of \$289,602. I felt it was best to be below 5% as many communities within the County had seen significant valuation increases.

One area of progress in the 2019 budget was for the allocation of \$70,000 towards the implementation of a limited Human Resource (HR) service and the exploration of developing a Public Health Department within the County. Both initiatives would be to interface with communities throughout the County, adding capacity and desired cost-saving services. We have

heard from many communities that a high-level HR service would be a welcomed benefit, as many mid and smaller towns have to run their HR questions through a \$200+ an hour attorney for an answer, as they do not have a HR professional on staff. Depending upon the issue, legal bills can add up quickly in order to take care of sensitive HR needs. The County's program would work to mitigate the added cost.

Public Health has been a growing need, in not only Cumberland County, but also counties all over the state/nation. With the different public health threats that we see today, a more comprehensive and regional effort needs to be developed. The State of Maine requires communities to have an appointed Public Health Officer, but depending upon the community, this person could range in all types of job classifications and backgrounds. Having a regional entity trained in public health adds capacity and resources benefiting all communities within Cumberland County.

Overall Fund	Adopted	Proposed	Dollar	Percent	
Description	2018	2019	Change	Change	
County Expenses	\$21,075,324.00	\$22,031,940.00	\$956,616.00	4.52%	
Jail Expenses	\$18,798,220.00	\$19,265,593.00	\$467,373.00	2.49%	
Cross Insurance Expenses	\$3,273,750.00	\$3,489,982.00	\$216,232.00	6.61%	
Total Expenses	\$43,098,407.00	\$44,787,515.00	\$1,689,108.00	3.72%	
		2	54		
Enterprise Funds	\$2,578,711.00	\$10,244,352.00	\$7,665,641.00	12.85%	
Grants	\$1,984,991.00	\$1,919,100.00	(\$65,891.00)	-3.32%	
Total Expenditures	\$47,662,109.00	\$56,950,967.00	\$9,288,858.00	19.36%	

Total Needs From Taxes

	Adopted	Proposed	Dollar	Percent
Description	2018	2019	Change	Change
County	\$14,717,281.00	\$15,525,220.00	\$807,939.00	5.48%
Jail	\$12,621,594.00	\$13,126,093.00	\$504,499.00	4.00%
Cross Insurance Arena	\$3,273,750.00	\$3,489,982.00	\$216,232.00	6.61%
Total Needs from Taxes	\$30,612,625.00	\$32,141,295.00	\$1,528,670.00	4.99%

<u> Jail Budget (July - June budget year)</u>

Over the last few years, this letter has begun by outlining the issues around State revenue for the jail. This is a large cost center for the County and gets significant attention at budget time. I am happy to report that, though we had some tough decisions with the jail budget, it was a smoother process developing the budget this year due to the commitment of the State Legislature to once again allocate 15.2M to County jails. This allowed the County to keep the State revenue flat, something that has not happened over the last number of years. In addition to the flat funding for 2018/19 (jail budget on fiscal year), the County also received over 300k in revenue to cover shortfalls in the 2017/18 fiscal year. A welcomed revenue. To fill the gap between State revenue and total jail expenses, the County needed to propose a 4% increase in needs from taxes for the jail budget, which abides by State Statute.

Jail Budget

Adopted	Adopted Proposed Dollar			
2018	2019	Change	Change	
\$3,127,000.00	\$3,127,000.00	\$0.00	0.00%	
\$2,619,418.00	\$2,625,000.00	\$5,582.00	0.21%	
\$219,000.00	\$300,000.00	\$81,000.00	36.99%	
\$211,208.00	\$87,500.00	(\$123,708.00)	-58.57%	
\$6,176,626.00	\$6,139,500.00	(\$37,126.00)	-0.60%	
\$18,798,220.00	\$19,265,593.00	\$467,373.00	2.49%	
\$12,621,594.00	\$13,126,093.00	\$504,499.00	4.00%	
	\$3,127,000.00 \$2,619,418.00 \$219,000.00 \$211,208.00 \$6,176,626.00 \$18,798,220.00	\$3,127,000.00 \$3,127,000.00 \$2,619,418.00 \$2,625,000.00 \$219,000.00 \$300,000.00 \$211,208.00 \$87,500.00 \$6,176,626.00 \$6,139,500.00 \$18,798,220.00 \$19,265,593.00	\$3,127,000.00 \$3,127,000.00 \$0.00 \$2,619,418.00 \$2,625,000.00 \$5,582.00 \$219,000.00 \$300,000.00 \$81,000.00 \$211,208.00 \$87,500.00 \$37,126.00) \$6,176,626.00 \$6,139,500.00 \$467,373.00	

<u> Cross Insurance Arena (July – June budget year)</u>

The Cross Insurance Arena, since re-opening after the renovation work in 2011/12, has had a tough go of it due to shortly after opening, the Arena lost their anchor tenant the Portland Pirates. Recently, the County has assumed greater day-to-day responsibility and financial oversight through a change to the State Statute governing the Cumberland County Recreation District and its Board of Trustees. As of November 1, 2017, the County assumed the Arena and its assets outright and the Arena became an Enterprise Fund under the County Budget. This has changed, for the better, the relationship between the Commissioners and Trustees and has put greater emphasis and scrutiny on oversight of operations and the financial health of the Arena. The Arena has been operating within budget for operational costs, for the past year, largely due to the ability by Spectra Management to land an American Football League arena football team in 2018 as an anchor for the spring to summer months. Additionally, the Trustees successfully negotiated a long-term lease for a new ECHL hockey team to play at the Arena. The Maine Mariners began playing in October of

2018 and will play 36 regularly-scheduled home games at the Arena. The two new anchors are a compliment to the various other events the Arena hosts throughout the year.

Cross Insurance Arena				
	Adopted	Proposed	Dollar	Percent
Description	2017-18	2018-19	Change	Change
Bond Principle and Interest	\$2,132,500.00	\$2,208,500.00	\$76,000.00	3.56%
Revolving Line of Credit	\$591,250.00	\$703,738.00	\$112,488.00	19.03%
Capital - Non Debt	\$82,860.00	\$107,183.00	\$24,323.00	29.35%
Operational	\$467,140.00	\$470,561.00	\$3,421.00	0.73%
Cross Insurance Total	\$3,273,750,00	\$3,489,982.00	\$216,232.00	6.61%

Countywide Debt/Capital/Tax Anticipated Note

The 2019 budget includes additional funding for interest associated with the Tax Anticipated Note (TAN). The County, because of it being on a different budget year than the majority of the County's communities, must take out an annual TAN to cover operational costs until the communities pay their County Warrant. Typically towns pay between August and November each year because the towns/cities are on a fiscal year starting in July. The County will be in need of a 15.5M TAN loan for 2019 expenses. Staff has raised concerns with the Commissioners and Finance Committee about the continuation of TANs, as the costs continue to rise and it is becoming unsustainable. Discussions are on-going concerning the need to change the County budget from a calendar year to a fiscal year. This will better align the County with the towns/cities, improving the County's monthly cash flow and eliminating the administrative and interest costs associated with a TAN. The switch is no easy quick fix, but one that needs a game plan, education to the towns/cities and different alternatives of covering the one-time change. The Commissioners have approved the idea and have instructed staff to roll the change out for the 2021 budget.

Debt/Capital/TAN

	Adopted	Proposed	Dollar	Percent
DESCRIPTION	2018	2019	Change	Change
3	1	1		
Bonded Debt Principle	\$665,000.00	\$659,000.00	(\$6,000.00)	-0.90%
Bonded Debt Interest	\$181,077.00	\$213,234.00	\$32,157.00	17.76%
Capital Reserve	\$364,500.00	\$396,100.00	\$31,600.00	8.67%
TAN Loan	\$141,000.00	\$191,000.00	\$50,000.00	35.46%
Total	\$1,351,577.00	\$1,459,334.00	\$107,757.00	7.97%

County Contributions to Human Service Agencies and Non-Profits

During 2018, I raised concerns that the past and current practices of allocating Human Service funding is not sustainable and an appropriate reporting process was not in place assuring accountability of using taxpayer funding. In 2018, the Commissioners were willing to team up with the United Way's Thrive2027 Program, allowing the Program to allocate funding the Commissioners approved for each agency as part of the budget process. As staff prepared the 2019 budget, staff presented to the Commissioners an opportunity to contribute the entire Human Service funding allocation to Thrive2027 and allow Thrive2027 to allocate the funds through their pre-determined funding of three GOALS representing the needs of the County. The Thrive2027 Program process will bring greater scrutiny to the allocated funds for reporting purposes. The collaboration also merged like interests and consolidated similar functions administered by both parties.

The 2019 budget keeps the Human Service funding flat and reduces the Grants by \$15,000, which represents a slight reduction to the University of Maine Extension Service (Cumberland County Soil and Portland Public Library are the other two grant recipients).

Human Services and Grants

	Adopted	Proposed	Dollar	Percent
Description	2018	2019	Change	Change
Human Services	\$112,981.00	\$112,981.00	\$0.00	0%
Grants	\$184,598.00	\$169,598.00	(\$15,000.00)	-8.12%
Total	\$297,579.00	\$282,579.00	(\$15,000.00)	-5.04%

Existing & New Positions

The 2019 budget brought forth a number of adjustments to the salary and benefit lines of each department's budget. Many of the adjustments are annual routine adjustments to reflect increases in salary of benefit plans. New positions were proposed, which I recommended funding for a July hire in order to spread the full cost of the position over two budget cycles. The Collective Bargaining Agreements for the two jail unions resulted in a change to the MainePers Retirement Plan, allowing a change from the AC Plan to the 2C Plan.

The Maine Municipal Health Trust is the County's Health, Life, Dental, Vision and IPP carrier. This year only Health Insurance experienced an increase. The County offers the Plan C and the PPO 2500 Plan. The Plan C had a 2% increase, while the PPO 2500 Plan saw a 5% increase. The PPO 2500 Plan saw a greater increase due to the Health Trust needing to bring the rate gap between the various Health Plans the Health Trust offers closer together.

As previously stated, there were a few new positions added to the 2019 budget. The budget also incorporated promotional positions at the Sheriff's Office, which originally were funded in 2018 for six months. The 2019 budget accounts for the remaining six months, funding those promotional positions for a year. Below is a list of positions added to the 2019 budget.

- New positions proposed
 - ▶ 6 months of Patrol Deputy for Shift Coverage (July Hire)
 - ▶ 6 months of Admin Sgt. in SO (July Hire)
 - ▶ 6 months of Maintenance staff at Jail (July Hire)
 - ► Intern in District Attorney's Office (\$14,000)
- ► Sheriff's Office Lt. & Sgt. Promotion
- Finance staff from 20 hrs. to 40 hrs., shared with HR
 - ► Contribution of six months (funded six months in 2018)

The 2019 budget incorporated a 2.5% Cost of Living Adjustment for non-union employees. The 2.5% was to match what the Jail and Patrol unions received through their collective bargaining agreements.

Employee Costs

	2.5% COLA	Health	Retirement	New Positions
Emergency Mgmt Agency	\$210	\$11,572	\$448	
District Attorney	\$33,825	\$18,017	\$7,713	\$14,000
Facilities	\$35,132	\$9,176	\$1,561	\$36,000
Registry of Deeds	\$6,781	\$15,689	(\$6,371)	
Registry of Probate	\$11,568	\$16,071	\$5,033	
Finance	\$18,249	\$14,669	\$3,574	\$32,200
Communications	\$52,205	\$35,954	\$11,741	
Executive-Admin	(\$13,797)	\$12,586	\$710	
Facilities-Garage	(\$11)	\$372	\$ -	
Information Technology	\$20,499	\$9,945	\$2,734	
Human Resources	\$33,170	\$13,108	\$2,811	
Sheriff-Admin	\$38,603	(\$10,402)	\$1,633	\$35,000
Sheriff-Law Enforcement	\$68,904	\$15,820	\$18,192	\$57,965
Sheriff-Civil	\$4,997	\$2,049	\$930	i i
Totals	\$310,336	\$164,625	\$50,709	\$175,165
Jail Totals	\$202,865	\$154,558	\$74,051	

Countywide Capital Needs

In November of 2010, the voters of Cumberland County approved the County's first Charter. One of the results of this historic milestone was increased bonding authority for the County.

The County's Capital Improvement Program (CIP) is made up through the development of Debt and Non-Debt CIP projects. Since the inception of the County Charter, the County has bonded capital projects on a two-year cycle. This year was the off year for bonding capital. Only non-debt capital was incorporated within the budget. The decision process for funding capital items is based off the County's Capital Master Plan completed by the Facilities Department in 2017. Staff uses this Master Plan as the backbone to the decision-making process for priority of funding.

An additional \$503,283.00 in projects were funded through the County's Non-Debt CIP. The majority of the items below are annual contributions to items that employees use operationally or items that the County needs to continue the preventive maintenance of the County's buildings. Having brought on the Cross Insurance Arena as a stand-alone department, the County now has a greater review and decision-making process concerning capital items at the Arena. The Arena is a large center, needing annual capital attention in order to make it run smoothly and provide an "experience" for visitors. The 2019 Budget includes \$107,183.00 towards capital items.

Non-Debt CIP

	2019	#YEARS	
Emergency Management	HazMat Equipment Replacement	\$20,500.00	10
Information Technology	Technology Upgrades	\$110,000.00	5
Information Technology	Patrol and CID Upgrades	\$20,000.00	5
Law Enforcement	Ballistic Vests	\$10,000.00	5
aw Enforcement	Tactical Vests	\$7,600.00	5
Law Enforcement	Radio Replacement	\$10,000.00	5
ail	General Jail CIP	\$100,000.00	5 - 15
ail	Window replacement	\$50,000.00	20
ail	Cabinet Replacement	\$20,000.00	15
CCH	Exterior LED Lights	\$25,000.00	10
CCCH	Corurthouse Workstation Replacement	\$15,000.00	10
MA/RCC	UPS Upgrade	\$8,000.00	10
Cross Insurance Arena	New POS System - Phase 1	\$49,683.00	10
Cross Insurance Arena	Mobile Digital Video	\$5,000.00	- 5
Cross Insurance Arena	HOF Lounge \$10,500.00		10
Cross Insurance Arena	New POS System Phase 2	\$42,000.00	10
	Non-Debt Total	\$503,283.00	

Finance Committee

By State Statute §741-A, the County is required to establish a Budget Advisory Committee (aka Finance Committee). The Committee is tasked with the oversight and review of the proposed County budget, ultimately making a recommendation to the County Commissioners. This year the County was fortunate to have dedicated elected officials, from towns within the County, willing to step forward and serve on the County's Finance Committee. Holly Hancock, of Casco; Jessica Sullivan, of Cape Elizabeth; and Lee Arris, of Freeport gave their time helping the County through its budget process, time that was over-and-above the time they contributed to town affairs. We thank them for their oversight and contributions to the County's budgeting process.

CONCLUSION

I would like to extend a sincere thank you to the County Commissioners and Finance Committee for allowing me to continue to make changes to the County's budgeting process. As I continue to work with the Department Heads, I continue to chart a direction for the County, which the budget should reflect.

The support, confidence and guidance of the County Commissioners and Finance Committee has been invaluable throughout this budget process. I would like to take this opportunity to express my appreciation to the very talented group of County Department Heads and the Spectra Management staff at the Cross Insurance Arena. Their expertise in their fields allows greater insight in the current and future needs of their departments, which ultimately translates through their responsible budget requests.

Sincerely,

James H. Gailey County Manager

The Budget Process and Financial Management Policies

THE BUDGET PROCESS

In 2009, the County of Cumberland made a decision to form a charter commission for the purposes of defining the scope of procedures for the County of Cumberland. The proposed charter was written and submitted to the citizens for a referendum vote in November 2010. The charter passed successfully, and the process that is defined herein reflects the new charter procedures.

5: FINANCE

General Provisions:

- **5.1 Budget:** The Board of County Commissioners is responsible for the review of the County Manager's preliminary budget, its submittal to the County's Finance Committee (FC) and for the preparation and presentation of the final annual operating budget and capital program to their citizens prior to its adoption. The annual County budget process shall be transparent and as detailed as necessary to ensure a knowledgeable understanding by the electorate of the entire County's expenditures and revenues; it shall be described in the Bylaws and shall receive the oversight of the County's FC. A copy of the accepted final budget document shall be filed with the State in accordance with State law.
- **5.2 Fiscal Year:** The fiscal year of the County shall be determined in the Bylaws.
- **5.3** Appropriation Authority: The County Commissioners shall have the authority to appropriate money according to their budgetary requirements; in addition, the County shall have all taxing authority prescribed by the State Constitution and the authority to present any and all tax information to its electorate.

5.4 Finance Committee (FC)

5.4.1 Committee Membership: Representatives to the FC shall be municipally elected officials from the Commissioner District in which their municipality resides.

Municipally elected officials of each Commissioner District may appoint two (2) representatives to serve on the FC for a three (3) year term; a representative shall not serve more than two consecutive terms. No municipality shall have more than one representative unless it serves more than one half ($\frac{1}{2}$) of a District's population. A District Commissioner may appoint representatives to fill FC vacancies occurring 120 calendar days prior to the commencement of the Board's fiscal year. A FC vacancy shall immediately occur when representatives no longer qualify for membership.

5.4.2 Finance Committee Meetings: On the call of the County Commissioners or at least 90 calendar days prior to the commencement of the fiscal year, the FC shall meet. The FC shall select a chairman from its full membership. It shall also

appoint such other officers as it may deem necessary and create such subcommittees as may be necessary to perform its duties.

- **5.5 General Budget Procedures:** The County Commissioners shall present their preliminary budget to the FC with dispatch and at least fifty five (55) business days prior to the end of their fiscal year. The budget shall also present a 3 year estimated revenue projection. The County, through the Board, shall provide the Committee with all the reasonable resources necessary to scrutinize the budget, transparency being the imperative. The FC shall act on the budget with dispatch and take action no later than thirty (30) business days prior to the end of the County's fiscal year or the Board's preliminary budget shall be considered FC endorsed. Upon receipt of the FC's provisional Budget and at least ten (10) business days prior to the end of the County's fiscal year, the Commission shall adopt their final budget. The Board may modify and reinstate any and all of the proposed FC's changes by a recorded majority vote of a full Board; the Board shall provide written definitive reasons to the public for their revisions.
- **5.6 Operating and Capital Budget Process:** Annually each County entity shall submit a detailed budget including revenues as may be required by the County Manager.
 - **5.6.1 Preparation:** The County Manager shall compile all operational and capital budget requests, prepare a preliminary budget, including revenue estimates therein and submit the same to the Board of Commissioners for their review and approval. The operating budget shall include a three (3) projection of total revenues based upon expressed assumptions; the capital program shall include a five (5) year projection of capital programs and bonding.
 - **5.6.2 Notification:** Prior to the Commissioners adopting their preliminary budget, they shall notify the Finance Committee (FC) and hold one or more public hearings throughout the County and present the Manager's preliminary budget.
 - **5.6.3 Budget Modifications:** After said hearing(s), the Commissioners shall review the preliminary budget as submitted by the County Manager, together with the Manager's recommendations, and make such additions, deletions or modifications as they deem necessary to insure the proper fiscal performance of County government and submit the preliminary budget to the FC.
 - **5.6.4 Provisional Budget:** After deliberation of the Board's preliminary budget, the FC may accept or amend it by a majority vote of a full Committee; the changes shall be limited to gross department amounts and shall relate solely to the proposed appropriations paid by County taxes. Once the review is completed it shall be presented to the Board of Commissioners at a public meeting.
 - **5.6.5** Annual Budget Acceptance: The Board shall meet to accept and/or modify the provisional budget. They may reinstate any or all of the proposed FC's changes to the preliminary budget by a recorded majority vote of a full Board; the Board shall provide written definitive reasons to the public for each of their revisions and decisions.

- **5.6.6 Unauthorized Budget:** In the event the budget is not authorized before the start of a fiscal year, the County shall, until a final budget is adopted, operate on an interim budget which shall be no more than 80% of the previous year's budget.
- **5.7 Emergency Appropriations:** Emergency appropriations may be made by the Board of County Commissioners; it requires ratification by a majority of the full FC. The chairman of the FC shall call a special meeting within seven (7) business days of the Board's action to formally ratify the emergency appropriation; non-action by the FC is ratification. If FC ratification is not obtained, then the Commission must go through the formal process per Section 5.6.5.

5.8 Borrowing

- **5.8.1 Revenue Securities:** The Board shall have the authority to issue revenue bonds, notes or other securities and financial instruments that are totally project remunerated and shall not negatively affect the County's tax rate; each project shall be run as a profit center. The Board of County Commissioners may issue any form of tax, grant or bond anticipation certificate or note as authorized by 30 M.R.S.A. §401-A, or by the Constitution or general laws of the State.
- **5.8.2 Tax Securities:** The Board of County Commissioners may issue any form of tax, grant or bond anticipation certificate or note as authorized by 30 M.R.S.A. \$401-A, or by the Constitution or general laws of the State. Annually, the Board of County Commissioners shall have the authority to issue tax supported bonds, notes or other securities and financial instruments of the County up to 1/10 of one mil based upon the County's property valuation, or greater upon approval of the electorate in a County-wide referendum.
- **5.9 Transfer of Appropriations:** To the extent permitted by its appropriation and within the last three months of each fiscal year, on request of the manager, the Board of Commissioners may transfer any unencumbered balance of an appropriation or portion thereof to another account, department, office, or agency of the County unless such funds were derived from income restricted to the specific purpose for which they were originally appropriated. Year end balances may be used to pay down debt if authorized by the Board of County Commissioners

THE BUDGET AND STRATEGIC PLANNING

Cumberland County Government's 2001-2005 Strategic Plan has resulted in the implementation of more than 70% of the twenty-six (26) recommendations being implemented. The recommendations included 1) expansion of the Cumberland County Regional Communication Center 2) funding has been placed into county reserves for possible future expansion of the inmate medical facility at the Jail as well as construction of a Day Reporting Center to help provide alternatives to incarceration of inmates. During 2006 was an update of the Strategic Plan for a new five year (2006-2010) plan that will help serve as a roadmap for the future. The direction of regionalization and any new demand for services will certainly shape the future of County budgets. Critical decisions concerning new revenue sources, expanded fees for

service, and ongoing challenges with the Cumberland County Jail will certainly influence the future relationship between the County, our communities, and the State.

The County is now in its second strategic planning process, having completed its 2006 Strategic Plan. Implementation of the 2006 plan began in June of 2007. The mission of the Cumberland County Advisory Council is to work with the county commissioners, the county manager, and others to review the subcommittee reports, as well as to help determine the best path of action for implementing the 43 recommendations. In doing so, they are helping to shape strategic investments and changes for Cumberland County Government to chart a course for the future

The 2006 planning process included over 100 town managers, business leaders, nonprofit executives and others. There were nine subcommittees, including five external or visionary subcommittees: 1) Public Services, 2) Public Health/Human Services, 3) Regional Relationships, 4) Economic Development, and 5) Schools-Support Services. In addition to this, as in 2001, there were four subcommittees that focused on internal topics: 6) Space Needs, 7) Finance, 8) Technology, and 9) Justice and Public Safety.

THE BUDGET DOCUMENT

The expenditure portion of the County of Cumberland's budget is presented by department and details the estimated funds deemed to be required for its operation. Some departments are also subdivided into activity centers. Each department and activity center is detailed with line item accounts, with an explanation of the requirement for that account. The revenue portion of the budget is presented by categories of anticipated sources.

Proposed and adopted budget figures are presented in a format that allows anyone to compare them to the budgets of the current and prior years.

Other information provided by the budget document include departmental mission statements, objectives, programs and activities, as well as organization charts, descriptions, personnel allocations, and graphic statistical presentations.

SYSTEM OF ACCOUNTING

The County of Cumberland uses a form of accounting accepted by the Government Finance Officers Association called modified accrual accounting. The modified accrual method is practiced under generally accepted accounting principles (GAAP) which require the County to acknowledge revenues in the budget period they are measurable and available, and expenditures in the period the liability is made. Under this system the County measures expenditures based on the time a commitment is made for a good or service. In other words, the County considers an item purchased when the good or service is ordered, regardless of when the item is delivered. This means department's track their spending based on orders, not payments, so the County never accidentally exceeds its authority to spend. If circumstances warrant overspending an account line department heads will consult with the County Manager to review circumstances and have the manager approve the transaction prior to overspending the account.

The County also uses the Modified Accrual Accounting for budgetary purposes. The County encourages department heads to accurately reflect expenditures in appropriate accounts even if in so doing it causes overspending. Department heads consider it a point of pride not to overspend budgetary appropriations and County elected/appointed department heads work hard to avoid any overspending in the operation of their departments.

The County uses Enterprise Funds to represent activity with Sheriffs contracts and regional activities. GASB allows creation of funds where activities are financed and operated in a manner similar to private business enterprises.

The County of Cumberland has two principle sources of revenue: fees collected for services rendered, and an indirect tax levy. The tax levy is administered through the municipal tax assessment based on the property valuation of each community. Fee for service revenues are generated primarily through the Registrar of Deeds and the Cumberland County Jail. The Sheriff's Office raises revenues through fees paid for the boarding of prisoners from the State of Maine, federal agencies, and other counties.

Under terms of modified accrual accounting, revenues are identified based on when they become measurable and available. For fees, this means the revenue is measured after the service is rendered and the fee is collected; however, experience allows the County to forecast future revenues based on traditional use patterns through reliable and conservative projections. The County of Cumberland has the authority to close its budget gap through taxes levied indirectly through towns. Its taxes are therefore instantly recognizable and are due from towns by state statute on September 30th but are typically transferred from the municipalities at the end of the 60 day grace period on November 30th.

FUND BALANCE

There are various definitions of the term "fund balance." Generally, the term can be defined as "the cumulative difference of all revenues and expenditures from the government's creation." Fund balance can also be defined as "the difference between fund assets and fund liabilities, and can be known as fund equity or surplus." It should be noted that the unreserved portion of the fund balance may not represent "specific assets" of the fund (e.g., cash or a particular investment).

The County fund balance is normally divided into a reserved and an unreserved account. The reserved account consists of funds that are legally restricted to a specific future use (such as "reserved for debt service"), or are not available for appropriation or expenditure (such as "reserved for inventories"), or are reserved for a specified project, (such as "technology" or "future space needs"). If tentative management plans for future actions require financial resources, then a portion of the fund balance may be designated for those purposes. The undesignated portion of the unreserved fund balance is the financial resource that may be made available to meet unplanned or unforeseen contingencies and other emergency working capital requirements.

Based on legislation in 2002 the amount counties may retain as the undesignated fund balance is up to 20%. Excess and unencumbered surplus funds may be used to restore the contingent account, reduce the tax levy, fund a county charter commission, or establish a capital reserve account. If not used for these purposes, any remaining funds may not be expended but are retained as working capital for the use and benefit of the County.

Internal Controls

Management of the County of Cumberland is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the government are protected from loss, theft, or misuse and to ensure that adequate accounting data are compiled to allow for the preparation of financial statements in conformity with generally accepted accounting principals. The internal control structure is designed to provide reasonable, but not absolute, assurance that these objectives are met. The county manager meets regularly with the Finance Director to review financial reports and discuss their finances of the county. In FY2001 a Department of Finance was created to provide daily oversight of the county's fiscal affairs.

Budgetary Controls

Budgetary control is maintained at the fund and department level with departments having on-line access to account information. Additionally, department heads are provided a monthly printout of financial data for each activity center in the department. These reports display approved budget amounts, detailed item by item expenditure transactions, and remaining budget balances by line item.

The County Commissioners, County Manager, Assistant County Manager, and the County Finance Director review reports on a monthly basis. In addition, the department heads receive monthly reports on their expenditures.

Operating Budget Policies

- 1. To maintain the integrity of the County budget process, all expenditures will be established by a full budget process prior to authorization.
- 2. Budgeted line item amounts will not be exceeded without written authorization by the County Manager.
- 3. Emergency expenditure items will be brought before the County Commissioners at a regular Commissioner's meeting, but wherever possible items will be authorized through a full budget process.
- 4. The County Manager will issue budget guidance annually to assist departments in preparing their budgets.

Revenue Policies

1. The County will establish all user fees at a level as close to full cost (the cost of delivering the service) as possible, or at rates that reflect market levels.

- 2. The County will seek to maintain as diversified and stable a revenue system as allowed by law.
- 3. The County will review all fees for potential change at least every 3 years.
- 4. The County will aggressively seek new revenue opportunities.

Investment Policies

- 1. The County affirms its commitment to investments policies developed previously. Investment policies are structured to maximize safety, maintain appropriate liquidity, and allow for appropriate return on investment.
- 2. The County will deposit all revenues within 48 hours of receipt and wherever possible during the same working day.
- 3. To the extent possible the County will attempt to match its investments with anticipated cash flow requirements.
- 4. The County will aggressively collect revenues.

Reserves

- 1. The County will seek to increase its General Fund reserves to appropriate levels as allowed by statute.
- 2. The County will maintain its reserves at allowable levels to decrease the County's vulnerability to short term market fluctuations.

Auditing

- 1. An independent audit will be performed annually.
- 2. The County will conform to Generally Accepted Accounting Principals (GAAP) as established by the Governmental Accounting Standards Board.
- 3. The County will maintain other internal auditing procedures as recommended by the independent auditor.

Bonded Debt

- 1. The County will maintain and improve its credit rating.
- 2. Bonded debt will never be used to fund operating expenses.
- 3. Bonded debt will never be structured for the debt to last longer than the facility.
- 4. Capital projects will be considered for bonded debt if they have a relatively long useful life and require large amounts of capital investment.
- 5. The County Manager will assess refinancing options on all current debt issues annually.

Capital Investments

- 1. The County will review and update its Capital Investment Program (CIP) annually.
- 2. Current year CIP recommendations will be integrated into departmental budgets.
- 3. Where appropriate, CIP items will be considered for bonded debt programs.
- 4. The County will seek to invest 10% of its General Operating Reserves for approved capital improvements.

- 5. The County will maintain its physical assets to protect its capital investment and minimize the need for future capital investments.
- 6. The County will consider using lease-purchase agreements for items with a useful life longer than one year where circumstances favor leasing. However, leases will not be approved for periods exceeding the useful life of the equipment.

Short- Term Financial Goals

- 1. The county will conduct an in-depth analysis of the fiscal and operational trends affecting future budgets.
- 2. The county will track internal and external issues that will affect preparation of the next year's annual budget.
- 3. The county will be proactive on legislative issues affecting county revenues and expenditures.
- 4. Management of the county's day-to-day fiscal affairs has continued to improve with the creation of a separate Finance Department approved during the FY2001 budget.

How to read the Budget

The budget is formatted in a way that is designed to give readers quick access to specific information, yet completely and professionally display budget data. Descriptive terms have been substituted for jargon but the document also contains a glossary of useful terms. This section is designed to highlight each section of departmental requests that make the heart of the budget and examples are given in key sections.

Department or Activity Center Sections

Each section begins with an introductory cover page to orient the reader.

Departmental Details

Departments with multiple subsections have been divided into activity center. Each activity center has a separate focus and budget emphasis. The organization chart graphically depicts the various units that combine to create each department.

Department Mission and Objectives

Each departmental section begins by listing the department's mission and associated objectives. Departmental mission statements capture the values held by each department in relation to tasks assigned for completion. Objectives are offered in support of the mission and identify items vital to the function of each department. Performance measures are listed to identify the standard of performance each department uses. Objectives and performance measures are evaluated annually.

Statistics

Where appropriate, departmental statistics are provided as an overview of volume of activity *within* the department.

Additionally, the brief spreadsheet lists the total of personnel and where appropriate identifies elected officials. Detail for these summary pages follow in the Personnel Section of the Budget.

Department Summary Pages

Each department spreadsheet begins with a department or activity center summary. The summary is designed to give a historical perspective to departmental expenditures for personnel, operations and maintenance, and capital.

The spreadsheet header includes the accounting account number for the department displayed which uses a five-digit code. This account number would match designations of account reports from the County's accounting program. Next there is a listing of the department or activity center name to help orient readers. A sample heading follows, and each column heading will be described.

11-10	11-101 DEPARTMENT: EMERGENCY MANAGEMENT AGENCY ACTIVITY CENTER: EMERGENCY MANAGEMENT							
		2018		2019				
ACC		ADOPTED	2017 ACTUAL	BUDGET		2019	2019 FC	2019 FINAL
#	ACCOUNT DESCRIPTION	BUDGET	EXPENSE	REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	PRELIM	BUDGET	BUDGET

ACCT # - This line lists the County-wide account number that corresponds to the account within which funds are designated. In practice, the various accounts are accounting tools used throughout the year to monitor departmental spending within and between accounts.

ACCOUNT DESCRIPTION – This line contains the descriptive title each account is assigned. Account descriptions are universal so comparisons between departments are made as closely as possible. For example, the **Clothing** – **Uniforms** account in the Jail activity center is similar to the account in the Facilities department even though the uniforms purchased are different.

2018 ADOPTED BUDGET - The amount approved at the end of the prior year's budget process. This is the amount departments are currently authorized to expend.

2017 ACTUAL - An actual line records the amount expended from each account during the budget year as recorded by the year end audit. 2016 Actual would record expenditures for 2016. This line is included purely for comparative purposes.

2019 BUDGET REQUEST - The 2017 request contains the appropriation requested by departments for each line item. This figure represents the department's expert assessment of the resources necessary to operate the department at appropriate service levels and to fulfill legal mandates.

2019 PRELIM - Requests are scrutinized twice prior to finalizing figures in this column. The County Manager reviews each request and in consultation with department heads offers revisions to departmental requests based on

justification received. The County Manager makes revisions as a result of the overall County budget. Once the County Manager has revised departmental requests, the budget is reviewed with the County Commissioners prior to their consideration of the budget and subsequent review by the Finance Committee.

2019 FINANCE COMM - Finance Comm represents the allocations recommended by the Finance Committee(FC). The FC reviews the budget and holds public hearings on the budget prior to returning their recommendations to the County Commissioners. The sum of the FC recommendations are contained in this column.

2019 ADOPTED BUDGET - After careful review and consideration of the FC recommendations and public input, the County Commissioners adopt a final budget. Occasionally the Commissioners alter FC recommendations and the sum of their adopted budget is entered in the approved column. This column will form the basis for the next fiscal budget.

Detail Pages

Following the ACTIVITY CENTER BUDGET SUMMARY pages is a separate spreadsheet listing Line Item Budget Justifications. At first glance these spreadsheets seem identical; however, their purpose is as different as their format is similar. The format is standardized to help readers interpret and compare data; however, additional information is added to the justification spreadsheets. The change is found in the Line Item Budget Request Justification column. Additionally, the justification pages lose two years of historical (actual) data to allow room in the spreadsheet for justifications.

Understanding Line Item Justification

The line item justification is generated by departments to detail the proposed use of each requested account. Lines briefly detail the general use of accounts in ways that highlight needs and help track use. A wealth of data is contained in the line item justifications as departments detail the general use funds are requested to fulfil. The line item request justification column is listed between the 2019 request made by departments and the column containing the managers recommendation. Often the lines can be compared to deduce the items the manager might recommend departments remove from their requests. Detailed reductions are not made by the County Manager to allow departments maximum latitude in managing their departments within guidelines allowed by approved resources. This is not true of FC recommendations which are often quite specific.

Putting It All Together

With the recently revised budget format readers are offered a complete view of not only the County budget but also the budgeting process. All key steps in the budgeting process are recorded in the spreadsheets as recommendations and are considered and reviewed at various stages. A careful reading will indicate the thoroughness of the review given to the County budget. However, the budget is also a functional document as departments review listings throughout the year and prepare for future budgets. Therefore, the design allows rapid access to vital summary information both for the departmental user and the lay reader not interested in exhaustive comparisons. Finally, the County budget is a living document incorporating changes as the needs of the County change.

COUNTY OF CUMBERLAND: Final Budget 2019										
DEPARTMENT	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSES	2019 BUDGET REQUEST	Dollars over 2018	Manager Adjustments	2019 MGR	2019 FC RECOMM	2019 FINAL Budget	% Increase over 2018	
Emergency Mgmt Agency	639,574	615,721	656,439	16,865	9,710	666,149	666,149	666,149	4.16%	
District Attorney	1,922,832	1,834,450	2,024,632	101,799	(13,339)	2,011,293	2,011,293	2,011,293	4.60%	
Facilities	2,475,873	2,284,376	2,617,825	141,952	(30,000)	2,587,825	2,587,825	2,587,825	4.52%	
Registry of Deeds	713,086	721,383	733,953	20,868	960	734,913	734,913	734,913	3.06%	
Registry of Probate	573,757	538,832	617,405	43,649	838	618,243	618,243	618,243	7.75%	
Finance	480,963	470,227	554,799	73,836	1,012	555,811	555,811	555,811	15.56%	
Communications	3,033,863	3,000,943	3,145,361	111,497	1,678	3,147,039	3,147,039	3,147,039	3.73%	
Executive-Admin	737,385	356,774	729,479	(7,906)	(941)	728,539	728,539	728,539	-1.20%	
Facilities-Garage	68,953	87,504	78,543	9,590	·	78,543	78,543	78,543	13.91%	
Information Technology	937,749	876,110	995,000	57,251	(123,892)	871,109	871,109	874,109	-7.11%	
Human Resources	448,467	344,209	481,699	33,232	(4,600)	477,099	477,099	477,099	6.38%	
Sheriff-Admin	1,085,862	1,033,974	1,274,161	188,299	(64,260)	1,209,901	1,209,901	1,209,901	11.42%	
Sheriff-Law Enforcement	5,559,397	4,935,052	5,802,267	242,870	(30,370)	5,771,897	5,771,897	5,771,897	3.82%	
Sheriff-Civil	326,408	319,771	337,666	11,258	1 ` <i>^-</i>	337,666	337,666	337,666	3.45%	
Debt Service-Principal	665,000	585,000	659,000	(6,000)	-	659,000	659,000	659,000	-0.90%	
DebtService- Interest	181,077	246,806	213,234	32,157	1 -	213,234	213,234	213,234	17.76%	
Debt Expense - TAN Loans	141,000	154,908	191,000	50,000] :	191,000	191,000	191,000	35.46%	
Grants	184,598	177,587	184,598	-	(15,000)	169,598	169,598	169,598	-8.13%	
Human Services	112,981	229,704	112,981	-	- '	112,981	112,981	112,981	0.00%	
Pension Life- Retirees	7,000	5,798	6,000	(1,000)	-	6,000	6,000	6,000	-14.29%	
Contingent Account	30,000	3,517	30,000	-	-	30,000	30,000	30,000	0.00%	
Sal./ Ben./ Term. Pay	300,000	224,300	300,000	-	-	300,000	300,000	300,000	0.00%	
Unemployment Insurance	30,000	17,636	30,000	-	-	30,000	30,000	30,000	0.00%	
Regional Projects and Public	55,000	32,852	155,000	100,000	(30,000)	125,000	125,000	125,000	127.27%	
Capital Improvement Res.	364,500	88,500	387,500	23,000	8,600	396,100	396,100	396,100	8.67%	
Total Francischer Communication	04.075.005	40 405 000	00 040 540	4 0 4 0 0 4 7	(200,000)	00,000,040	-	00.004.040	4.500/	
Total Expenditure Summary	21,075,325	19,185,933	22,318,542	1,243,217	(289,602)	22,028,940	22,028,940	22,031,940	4.52%	
Change			1,243,217	1,243,217		953,615	953,615	956,615		
Tax Calculation	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET REQUEST	2019 MGR	2019 FC RECOMM	2019 FINAL Budget			
COUNTY										
Total Estimated Expenditures	16,559,906	17,825,395	21,075,325	22,318,542	22,028,940	22,028,940	22,031,940			
Total Estimated Revenues	(5,179,080)		(6,358,043)	(6,506,720)		(6,506,720)	(6,506,720)			
	†			(0,300,720)	(0,300,720)	(0,300,720)	(0,300,120)			
Designated Surplus	(350,000)			.=	-		45 505 000			
Tax Revenue Required	11,030,826	11,478,952	14,717,282	15,811,822	15,522,220	15,522,220	15,525,220			
Net Dollar Change		448126		1,094,540	1	804,938	807,938			
Percent from prior year		4.06%	29.36%	7.44%	5.47%	5.47%	5.49%			

Jail Budget									
						2019 FC	2019 Final		
Tax Calculation	2015-16	2016-17	2017-18	2018-19	2019 MGR	RECOMM	Budget	% Inc	rease
Total Estimated Expenditures	18,017,000	18,230,187	18,798,220	19,265,593	19,265,593	19,265,593	19,265,593		2.49%
Total Estimated Revenues	(6,441,398)		(6,176,626)	(6,139,500)	(6,139,500)	(6,139,500)	(6,139,500)		-0.60%
Tax Revenue Required	11,575,602	12,253,979	12,621,594	13,126,093	13,126,093	13,126,093	13,126,093		
	11,575,602	11,575,602	12,621,594	13,126,093	13,126,093	13,126,093	13,126,093		
	Amount fixed by	statute		504,499	504,499	504,499	504,499		
Cross Insurance Ar	ena Budget								
				2019 BUDGET	2019 MGR	2019 FC	2019 Final		
Tax Calculation	2016 BUDGET	2017 BUDGET	2018 BUDGET	REQUEST	RECOMM	RECOMM	Budget	% Inc	rease
Bond Principal	602,500	954,500	932,500	908,500	908,500	908,500	908,500		
Bond Interest	1,000,000	1,100,000	1,200,000	1,300,000	1,300,000	1,300,000	1,300,000		
Revolving Line of Credit	406,250	591,250	591,250	703,738	703,738	703,738	703,738		
Operational Subsidy	350,000	264,003	550,000	577,744	577,744	577,744	577,744		
Tax Revenue Required	2,358,750	2,909,753	3,273,750	3,489,982	3,489,982	3,489,982	3,489,982		
Net Dollar Change		551,003	363,997	216,232	216,232	216,232	216,232		
Percent from prior year		23.36%	12.51%	6.61%	6.61%		-		
COMBINED TA	X PRESE	NTATIO	V						
	<u> </u>			2242 DUDGET		2242.50	2019 Final		
Tax Calculation	2016 BUDGET	2017 BUDGET	2018 BUDGET	2019 BUDGET REQUEST	2019 MGR	2019 FC RECOMM	Budget	% Inc	ease
				.= .=					
Total Estimated Expenditures	39,895,902	41,464,388	43,098,407	45,074,117	44,784,515	44,784,515	44,787,515		
Total Estimated Revenues	(12,251,379)	(12,181,326)	(12,485,782)	(12,646,220)	(12,646,220)	(12,646,220)	(12,646,220)		
Designated Surplus		-	-	-			00 111 005		
Tax Revenue Required	27,644,523	29,283,062	30,612,625	32,427,897	32,138,295	32,138,295	32,141,295	-	
Net Dollar Change		1,638,539	1,329,563	1,815,272	1,525,670	1,525,670	1,528,670		
Percent from prior year		5.93%	4.54%	5.93%	4.98%	4.98%	4.99%		
Budget Requests	General Coun	ty Impact		1,094,540				3.58%	Total
	Jail Impact			504,499				1.65%	
	Cross Insurar	nce Arena Im	pact	216,232				0.71%	5.93%
MGR Budget	General Coun	nty Impact			804,938			2.63%	Total
	Jail Impact	,			504,499			1.65%	· Otal
	•	mmaat			· ·				4.000/
	Civic Center I	mpact			216,232			0.71%	4.98%
FC Budget	General Cou	inty Impact					804,938	2.63%	Total
	Jail Impact	,past					504,499	1.65%	· Jui
	•	Impact					•		4 000/
	Civic Center	ппраст					216,232	0.71%	4.98%
Final Budget	General Cou	inty Impact					807,938	2.64%	Total
-	Jail Impact						504,499	1.65%	
	Civic Center	Impact					216,232	0.71%	4.99%
	3.7.0 0011101	past					~ 10,20Z	911 1 70	7.00/0

COUNTY OVERVIEW: Revenue and Expenses from all Sources

COUNTY OF CUMBERLAND: BUDGET 2019-ASSESSMENT

					2019 BUDGET		2019 FC	2019 FINAL
Tax Calculation	Budget 2015	Budget 2016	Budget 2017	Budget 2018	REQUEST	2019 PRELIM	Recommend	Budget
Total Estimated Expenditures	34,833,918	39,895,902	41,464,388	43,098,407	45,074,117	44,784,515	44,784,515	44,787,515
Total Estimated Revenues	(10,110,374)	(12,251,379)	(12,181,326)	(12,485,782)	(12,646,220)	(12,646,220)	(12,646,220)	(12,646,220)
Designated Surplus	(350,000)	(350,000)	-	-	-	-	-	-
Tax Revenue Required	24,373,544	27,294,523	29,283,062	30,612,625	32,427,897	32,138,295	32,138,295	32,141,295

5.93% 4.98%

COUNTY OF CUMBERLAND: Enterprise Funds 2019

Enterprise Funds: (Prior year numbers at present)

The County has contracts to provide services beyond the basic services provided by the County. See the Enterprise section of the budget for details.

Budget		2018 Budget	2019 Budget
Total Estimated Expenditures Total Estimated Revenues	Enterprise Enterprise	9,208,383 9,208,383	10,244,352 10,244,352
Tax Revenue Required		\$0.00	\$0.00

COUNTY OF CUMBERLAND: Grants and other Funds 2019

Grants and Other Funds: (Prior year numbers at present)

The County receives Grants from other Federal agencies for special programs and services.

Funds are also received from inmate commissary funds and from the Department of Corrections for other services

Budget	2018 Budget	2019 Budget
Total Estimated Expenditures Total Estimated Revenues	1,984,991 1,984,991	1,919,100 1,919,100
Tax Revenue Required	\$0.00	\$0.00

COUNTY OF CUMBERLAND: Summary Budget from all Sources 2019

Summary Overview

This is a presentation of all dollars that come into the County, regardless of source.:

Budget Grants
Enterprise Recreational District

Budget	2018 Budget	2019 Budget
Total Estimated Expenditures Total Estimated Revenues Designated Surplus	54,291,781 23,679,156	56,950,967 24,809,672 -
Tax Revenue Required	\$ 30,612,625	\$ 32,141,295



Cross Insurance Arena

Enterprise Fund as of 11/30/2017

Cumberland County taxpayers are responsible for the financial operation of the Civic Center This page illustrates the dollars that the taxpayers must contibute over last year.

	2017 Actual	2018 BUDGET	2019 BUDGET REQUEST		2019 FC RECOMM	2019 FINAL Budget	TAX Impact
From the County Taxes Total Estimated Expenditures Total Estimated Revenues	2,954,900	3,273,750	3,489,982		3,489,982	3,489,982	
Tax Revenue Required		3,273,750	3,489,982		-	3,489,982	0.71%
Net Dollar Change			216,232	\$ 30,612,625		216,232	
			Increase	2017 Tax Assessment			

Cross Insurance Arena								
From the County	2017 ADOPTED BUDGET	2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC	2019 FINAL BUDGET
County Commitment	1,100,000	1,200,000	1,200,000	1,300,000	For CIA expenses ie debt	1,300,000	1,300,000	1,300,000
CIA \$33M Bond Principal & Interest	954,500	932,500	932,500	908,500	(2018 Debt Payment is \$2.133 M) New Civic Center Referendum for Modernization	908,500	908,500	908,500
CC operational Subsidy Non-Debt CIA CIP Bonded Debt:	264,003	550,000	682,949	470,561 107,183	To Fund the Operational Budget from 6/30/2017	470,561 107,183	470,561 107,183	470,561 107,183
CC Bond Principal CC Bond Interest	491,250 100,000	491,250 100,000	491,250 100,000	610,000 93,738	Debt service for Capital needs	610,000 93,738	610,000 93,738	610,000 93,738
Total to Civic Center	2,909,753	3,273,750	3,406,699	3,489,982		3,489,982	3,489,982	3,489,982

INCREASE OVER FY 2018
FY 18 COUNTY ASSESSMENT
ADDITION TO THE 2019 TAXES

\$ 216,232 \$30,612,625 0.71%

Enterprise Activities-Law Enforcement

This Enterprise/ Contract section is listed for informational purposes and is not part of the County Budget because operational expenses are offset by user charges/revenue.

The County has contracts with towns and organizations interested in securing enhanced service. Contracts provide equipment and salaries for Patrol officers located within the town.

Per the Governmental Accounting Standards, "enterprise funds are to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges". (Definition per GASB Standards)

	Sheriff's Office Services			2018/19	2018/19
Acct #		PERIOD	EMPLOYEES	REVENUES	EXPENSES
	FULL TIME CONTRACTS				
21203	Town of Harpswell	4/1 to 3/31	3	394,619	394,619
21216	Town of Harpswell-Marine Patrol	4/1 to 3/31	2	193,981	193,981
21204	Town of Harrison	7/1 to 6/30	1	124,570	124,570
21212	Town of Standish	7/1 to 6/30	5.5	666,720	666,720
21207	SAD #6	9/1 to 6/30	1	59,551	59,551
	SAD #15 SRO	7/1 to 6/30	1	106,912	106,912
21225	Maine Drug Enforcement (Reimburse)	1/1 to 12/31	2	124,704	124,704
	Town of Gray	7/1 to 6/30	1	104,546	104,546
	TOTAL FULL-TIME CONTRACTS		16.5	1,775,603	1,775,603
	SUMMER CONTRACTS		Part Time		
	Frye Island			40,938	40,938
21215	Long Island	Summer	1	28,047	28,047
	Town of Chebeague	Summer	1	25,221	25,221
	TOTAL SUMMER CONTRACTS		2	94,206	94,206
			_	-	-

TOTAL FROM NON-BUDGET ACTIVITIES

1,869,809

1,869,809

Enterprise Activities-Facilities

This Enterprise/ Contract section is listed for informational purposes and is not part of the County Budget because operational expenses are offset by user charges/revenue.

The County has a contract with the State of Maine to provide custodial and maintenance needs for the court addition,

Per the Governmental Accounting Standards, "enterprise funds are to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges". (Definition per GASB Standards)

	State Court Custodial Program			2019	2019
		PERIOD	EMPLOYEES	REVENUES	EXPENSES
21221	Custodian Floor/and maintenance	1/1 to 12/31	6	327,204	327,204
			Supply	94,848	94,848
	TOTAL FROM NON-BUDGET				
	ACTIVITIES			422,052	422,052

Enterprise Activities- Assessing Department

This Enterprise/ Contract section is listed for informational purposes and is not part of the County Budget because operational expenses are offset by user charges/revenue.

2019 Will be the 6th year for the county Office of Regional Assessing, and as such, revenues and expenses are still very much in flux as new towns are added. The budget shown assumed 5 towns involved, but this amount could change during the year. All operating costs will be 100% reimbursed by the towns that participate in this service

Per the Governmental Accounting Standards, "enterprise funds are to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges". (Definition per GASB Standards)

	Regional Assessing	F	PERIOD	EMPLOYEES	2019 REVENUES	EX	2019 (PENSES
21227	Regional Assessing fees paid according	1/	1 to 12/31	5	458,428		458,428
	to contracts with participating Municipalities						
	Revenues (Estimated breakdown)			Expenses			
				Lead Assessor		\$	107,515
	Town of Falmouth	\$	147,330	Assistant Asses	sor	\$	67,808
	Town of Yarmouth	\$	107,103	Appraiser II		\$	51,188
	Town of Casco	\$	46,340	Appraiser		\$	45,240
	Town of Gorham	\$	142,655	Admin Asst.		\$	34,029
	Town of Baldwin	\$	15,000	Benefits		\$	93,000
	Total Revenues	\$	458,428	Vision Software		\$	22,500
				Assessing Maps	3	\$	20,000
				All other		\$	17,148
				Total Costs		\$	458,428

Enterprise Activities-Civil Division

This Enterprise/ Contract section is listed for informational purposes and is not part of the County Budget because operational expenses are offset by user charges/revenue.

The County uses "outside civil deputies" to service the smaller communities located in the County. They work in "on call status" depending upon the volume of paperwork. Their expenses are reimbursed directly from the attorney payments.

Per the Governmental Accounting Standards, "enterprise funds are to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges". (Definition per GASB Standards)

	0 (-11-01-11-01-11-11-11-11-11-11-11-11-11-			2212	2012
	Outside Civil Deputies			2019	2019
		PERIOD	EMPLOYEES	REVENUES	EXPENSES
	Outside Civil Deputies are paid through the				
21255	County but work independently	1/1 to 12/31	6	165,000	165,000
	in conjunction with our in house Civil				
	Department.				
	Their compensation is paid by users				
	of the civil service activities				

Enterprise Activities-Cross Insurance Arena

This Enterprise/ Contract section is listed for informational purposes and is not part of the County Budget because operational expenses are offset by user charges/revenue.

The Cross Insurance Arena became an Enterprise fund of the County on November 1, 2017. Prior to that date, it was a separate recreational district, and was not reflected as a component unit of the County.

Per the Governmental Accounting Standards, "enterprise funds are to account for operations that are financed and operated in a manner similar to private business enterprises-where the intent of the governing body is that costs of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges". (Definition per GASB Standards)

	Cross Incurence Arena		V 47 40	EV 40 40	
	Cross Insurance Arena		FY 17-18	FY 18-19	
	Description		Budget	Budget	
35235	Revenues from Operations	\$	6,122,338	\$ 7,107,233	
	Cost of Goods Sold	\$	4,236,973	\$ 4,891,700	
	Indirect Expenses	\$	2,116,016	\$ 2,263,514	
	Income/(Deficit)	\$	(230,651)	\$ (47,981)	
	Trustees & Other Expenses	\$	276,683	\$ 179,004	
	Income/(Deficit)	\$	(507,334)	\$ (226,985)	
	County Subsidy	\$	507,334	\$ 226,985	

Total Revenues
Total Expenses

6,629,672 \$ 7,334,218

\$ 6,629,672 \$ 7,334,218

GRANTS AND OTHER FUNDING- CDBG Dept

Federally Funded Community Development Block Grant

Aaron Shapiro, County Community Development Director

This Grant and other Funding section is listed for informational purposes and is not part of the County Budget because expenses are offset by funds from other sources.

The County has access to funds from Federal grants (CDBG) which allows for the hiring

of personnel to perform activities under the grant. Cumberland County is the only county in New England to have established "Urban County" receiving annual Community Development Block Grant funds.

The County works collaboratively with a municipal oversight committee (MOC) to oversee programs

Community Development Block Grant			2018-19	2018-19
and Other Federal programs	PERIOD	EMPLOYEES	REVENUES	EXPENSES
 HUD CDBG Program Grant for	7/1 to 6/30	1	1,545,000	1,545,000
CDBG-R Recovery Act Funds	1/1 to 12/31			
Homeless Prevention Rapid Recovery Act HPRP	1/1 to 12/31			
Neighborhood Stabilization Program	1/1 to 12/31			
			1,545,000	1,545,000

	GRANT FUNDED PROGRAMS			2019	2019
		PERIOD	EMPLOYEES	REVENUES	EXPENSES
51286	Domestic Violence grant	1/1 to 12/31	0	141,100	141,100
51352	Drug Free Communities (DFC)	1/1 to 12/31	1.5	125,000	125,000
51381	2nd Chance Grant	1/1 to 12/31	N/A	108,000	108,000
	TOTAL GRANT FUNDED PROGRAMS		1.5	374,100	374,100

	2019 County of Cumberla	<u>ınd</u>	
	Budget Reduction Record		
_	PUBLISHED BUDGET AMOUNT FROM DEPARTMENT	TS	
	Net Assessment for 2018		\$30,612,625
	Department Request Expenditure Budget 2019		\$45,074,117
	Revenues for 2019		-\$12,646,220
	Tax Subsidy for 2019 Net Assessment 2019		\$0 \$22,427,807
	Net Assessment 2019		\$32,427,897
	Net Dollar Increase		\$1,815,272
	Tax Increase from 2018		5.93%
	AD WISTED DV MANACEDIS DECOMMENDATION		
	ADJUSTED BY MANAGER'S RECOMMENDATION Department Requests		
101	EMA		\$9,710
101	District Attorney		-\$13,339
103-01	Exec-Administration		-\$941
103-02	IT .		-\$123,892
103-03	Exec-Garage		\$0
103-04	HR		-\$4,600
105	Facilities		-\$30,000
106-05	Sheriff-Admin		-\$64,260
106-06	Sheriff-LEC		-\$30,370
106-07	Sheriff-Jail (net change in cost to taxpayers)		\$0
1006-08	Sheriff-Civil Page 19		\$0
107 108	Deeds Probate		\$960 \$838
109	Finance		\$1,012
110	Communications		\$1,678
Other	Other		-\$36,400
Curor			φου, 100
	Total Mgr Cuts to Expenses		-\$289,602
	Net Increase in the Expenses over 2018 Expenses		\$1,525,670
Summanu	Total Expenditures Manager's Recom.		\$44,784,515
Summary:	Total Estimated Revenues	\$	(12,646,220)
	Designated Surplus	\$	(12,040,220)
	Net Budget from Mgr. FY 2019	\$	32,138,295
	Dollar Increase over 2018	\$	1,525,670
	Net Increase over Last year	*	4.98%
	·		
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ADJUSTED BY THE FINANCE COMMITTEE	
Health Insurance rates better than expected	-
NET TAX DECREASE - FC	\$0
Percent Increase over 2018	4.98%
Total operational budget recommended by FC	\$32,138,295
ADJUSTED BY COUNTY COMMISSIONERS	
Commissioners agreed with FC from above	
Electric Vehicle Lease	2,400
Adjustments to HR Department budget	-
Reductions to Legal Budgets	(6,000)
Adjustments to Probate budget	5,000
Changes to Grants & Human Services	-
Adjustments to Law Enforcement Budget	-
Increase Supervision Fee Revenues	(8,000)
Net Tax Increase	(6,600)
Voted/approved by Commissioners on XXXXXXX	\$32,141,295
Percent Increase over 2018	4.99%

PROJECTED REVENUE

COUNTY OF CUMBERLAND FISCAL YEAR 2019

Revenues

Acct #	Source	2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget
11-001-4003	Supreme Court Rental	2,000	2,800	2,400	2,400	2,400	2,400
11-001-4004	State Court Rent / Reimbursements						
11-101-4101	Emergency Management Allocation	334,966	329,566	413,439	330,812	320,000	320,000
11-101-4102	AT&T Tower Lease	11,764	11,915	12,040	12,000	12,000	12,000
11-102-4100	District Attorney	135,433	154,024	184,604	155,000	175,000	175,000
11-103-01-4100	Executive	18,292	277	1,165			
11-103-02-4100	IT		28,294	3,905	50,000	50,000	50,000
11-103-03-4100	Garage Operations	39,957	7,747				
11-103-03-4301	Garage Daily Parking	110,607	152,761	151,365	138,000	138,000	138,000
11-103-03-4302	Garage Monthly Parking	299,749	338,735	429,264	365,000	365,000	365,000
	Inc Monthly \$100 to \$110						
11-104-4401	Treasurer Income (Interest, etc.)	0	6,080	3,643	-	-	-
11-105-4100	Facilities Misc Revenue	20,711	15,651	12,856			
11-105-4100	Facilities Salvage						
11-106-05-4100	Sheriff Misc Revenues	65,349	37,140	58,151	65,000	65,000	65,000
11-110-4100	CCRCC Revenues	1,135,057	1,152,472	1,180,734	1,187,406	1,384,820	1,384,820
11-106-08-4100	Civil Process	245,155	234,787	244,872	277,000	277,000	277,000
11-107-4100	Register of Deeds - Misc. Revenue	2,118	4,647	2,577	2,500	2,500	2,500
11-107-4701	Register of Deeds - Recording Fees	1,531,605	1,581,227	1,517,875	1,910,000	1,910,000	1,910,000
11-107-4702	Register of Deeds - Transfer Tax	1,147,329	1,211,251	1,266,474	800,000	800,000	800,000
11-107-4703	Register of Deeds - Copies	428,028	434,453	401,451	450,000	450,000	450,000
11-108-4801	Register of Probate - Fees	428,747	444,106	431,708	440,000	440,000	440,000
11-108-4802	Register of Probate - Notices	48,663	48,674	45,801	45,000	45,000	45,000
11-108-4803	Register of Probate - Abstracts	27,763	27,443	28,811	20,000	25,000	25,000
11-108-4804	Register of Probate -Forms	17,749	15,809	18,310	8,000	13,000	13,000
11-108-4805	Register of Probate - Visitor fees	33,169	25,999	27,036	22,000	22,000	22,000
	Passport Processing				10,000	10,000	10,000
	Total Revenues	6,084,211	6,265,855	6,438,481	6,290,118	6,506,720	6,506,720
	Designated Surplus						
	Total Revenues & Surplus	6,084,211	6,265,855	6,438,481	6,290,118	6,506,720	6,506,720
		2015 Actual	2016 Actual	2017 Actual	2018 Budget	2019 Budget	2020 Budget

FY2019 COUNTY OF CUMBERLAND-

Using 2019 Final Valuation

The tax distribution schedule describes the amount of tax required from each municipality based on their equalized valuation to provide the revenue necessary for county operations. Previous year information is provided for comparison purposes. The tax calculation table at the bottom of the schedule shows the factors of expenditures revenues, and surplus used to calculate the amount of county property tax assessed on the real and personal property in each municipality.

The State of Maine Valuation for 2019 shows overall County increase of Valuation Growth

State 2018	Tax Distribution Schedu	ما		*			
Town	Tax Distribution Scriedu			6 15%	1		ı
Town		4.55 /6		0.43 /6	Val		Percent
Town Valuation 2018 Tax Valuation % 2019 Tax Change Saldwin 156,800,000 108,967 163,550,000 4.3% 112,103 2.86% Acidgton 996,400,000 692,437 160,2850,000 6.7% 172,85,006 5.21% Samuswick 2,252,400,000 1,565,279 2,319,900,000 3.0% 1,590,123 1.590, 123		State 2018		State 2019			
Baldwin 156,800,000 108,967 163,550,000 4.3% 112,103 2.88%	Town		2018 Tax			2019 Tax	
Bridgton 996,400,000 692,437 1,062,850,000 6.7% 7.28,506 5.21% Brunswick 2,252,400,000 1,565,279 2,319,900,000 3.0% 1,590,123 1.59% Casco 648,250,000 450,494 680,050,000 4.9% 466,125 3.47% Casco 648,250,000 450,494 680,050,000 4.9% 466,125 3.47% Camberland 1,264,650,000 878,854 1,328,750,000 5.1% 910,761 3.63% Freeport 1,595,900,000 1,109,052 1,739,650,000 3.9% 1,192,404 7.52% Free Island 152,500,000 1,168,798 157,250,000 3.1% 107,783 1.70% Gardy 928,000,000 1,169,303 1,806,250,000 1,39% 1,233,693 5.88% Harpswell 1,896,600,000 1,318,020 1,331,200,000 1,8% 1,323,697 0.43% Harrison 528,600,000 367,344 536,000,000 4,8% 367,399 0.01% Harrison 528,600,000 537,570 831,600,000 7.5% 570,001 6.03% Naples 773,550,000 357,570 831,600,000 7.5% 570,001 6.03% North Yarmouth 484,450,000 336,663 528,500,000 7.7% 6,640,316 5.59% Powmal 245,150,000 774,881 1,150,200,000 1,9% 362,248 7.60% Raymond 1,067,550,000 7,41,881 1,150,200,000 1,9% 362,248 7.60% Raymond 4,008,550,000 2,827,079 4,313,600,000 4,0% 2,956,659 4.58% North Yarmouth 40,08,550,000 7,285,995 1,000,000 4,0% 2,956,659 4.58% North Yarmouth 4,008,550,000 2,827,079 4,313,600,000 6,3% 2,956,659 4.58% North Yarmouth 4,008,550,000 7,285,995 1,000,000 4,0% 2,956,659 4.58% North Yarmouth 1,916,750,000 1,332,023 2,095,000,000 4,0% 2,141,295 4.99% North Yarmouth 1,916,750,000 1,322,023 2,095,000,000 4,0% 2,141,295 4.99% North Yarmouth 1,635,000,000 1,336,630 1,336,000 6,45% 2,956,65							
Brunswick 2,252,400,000 1,565,279 2,319,900,000 3.0% 1,590,123 1.59%			· ·				
Cape Elizabeth 1,980,850,000 1,376,569 2,125,200,000 7.3% 1,456,670 5.82% Casco 648,250,000 450,494 680,050,000 4.9% 466,125 3.47% Chebeague Island 1,264,650,000 878,854 1,328,750,000 5.1% 910,761 3.63% Falmouth 2,401,350,000 1,668,790 2,552,600,000 5.5% 1,735,913 4.02% Freeport 1,595,900,000 1,109,052 1,739,650,000 9.0% 1,192,404 7.52% Frye Island 152,500,000 1,169,303 1,806,250,000 3.1% 107,783 1.70% Gorham 1,682,600,000 1,619,303 1,229,500,000 10,9% 705,647 9.42% Harpswell 1,896,600,000 1,318,020 1,931,200,000 1.8% 1,323,697 0.43% Harrison 528,600,000 367,344 536,000,000 1.8% 1,323,697 0.43% Vew Gloucester 505,350,000 351,187 557,400,000 7.5% 570,001 6.03% </td <td>•</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td>	•						
Casco 648,250,000 450,494 680,050,000 4.9% 466,125 3.47% Chebeague Island 192,150,000 133,532 218,150,000 13.5% 149,526 11.98% Chebeague Island 192,150,000 133,532 218,150,000 5.1% 149,526 11.98% Chebeague Island 192,646,650,000 878,854 1,328,750,000 5.1% 1910,761 3.65% Falmouth 2,401,350,000 1,668,790 2,532,600,000 5.5% 1,735,913 4.02% Freeport 1,595,900,000 1,109,522 1,739,650,000 9.0% 1,192,404 7.52% Freeport 1,595,900,000 1,109,5978 157,250,000 3.1% 107,733 1.70% Gorham 1,682,600,000 140,5978 157,250,000 3.1% 107,733 1.70% Gorham 1,882,600,000 644,903 1,209,500,000 10.9% 705,647 9.42% Harpswell 1,896,600,000 1,318,020 1,291,500,000 10.9% 705,647 9.42% Harrison 528,600,000 367,344 536,000,000 1.4% 367,389 0.01% Alapse 773,550,000 537,570 831,600,000 7.5% 570,001 6.03% New Gloucester 505,350,000 351,187 557,400,000 10.3% 382,057 8.79% North Yarmouth 484,450,000 336,663 528,500,000 9.1% 362,248 7.60% Pownal 245,150,000 741,881 1,150,200,000 7.7% 788,378 6.27% Chebral 4,008,550,000 2,485,600,000 6.03% 177,834 4.38% Raymond 1,067,550,000 741,881 1,150,200,000 7.7% 788,378 6.27% Scarborough 4,068,100,000 2,485,600 396,200,000 6.3% 177,834 4.38% Raymond 1,067,550,000 741,881 1,150,200,000 7.7% 788,378 6.27% Scarborough 4,068,100,000 2,486,67 396,200,000 4.0% 271,566 2.61% South Portland 4,008,550,000 2,486,67 396,200,000 4.0% 271,566 2.61% South Portland 4,008,550,000 2,486,67 396,200,000 4.0% 271,566 2.61% South Portland 4,008,550,000 2,486,667 396,200,000 4.0% 271,566 2.61% South Portland 4,005,850,000 2,486,667 396,200,000 4.0% 271,566 2.61% South Portland 4,005,850,000 3,146,262 46,892,350,000 6.3% 1,469,796 4.82% Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,835,990,000 1,336,863 4.308,100,000 7.5% 2,956,659 4.58% Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,835,900,000 1,336,863 4.308,407 4.47,875,15 (12,64,220) Posignated Surplus 1.2							5.82%
Chebeague Island 192,150,000 133,532 218,150,000 13.5% 149,526 11.98% Cumberland 1,264,650,000 878,854 1,328,750,000 5.1% 910,761 3.63% 129,1240,1350,000 1,668,790 2,532,600,000 5.5% 1,735,913 4,02% 1,739,650,000 9.0% 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,192,404 7.52% 1,739,650,000 1,107,783 1,709,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780 1,739,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780,780 1,739,780 1,73	Casco						3.47%
Cumberland 1,264,650,000 878,854 1,328,750,000 5.1% 910,761 3.63% ralmouth 2,401,350,000 1,668,790 2,532,600,000 5.5% 1,739,813 4.02% receport 1,595,900,000 1,109,052 1,739,650,000 9.0% 1,192,404 7.52% receport 1,595,900,000 1,09,052 1,739,650,000 3.1% 107,783 1.70% 307ham 1,682,600,000 1,169,303 1,806,250,000 7.3% 1,238,053 5.88% 928,000,000 644,903 1,029,500,000 10.9% 705,647 9.42% 1-4arpswell 1,896,600,000 1,318,020 1,931,200,000 10.9% 705,647 9.42% 1-4arpswell 1,896,600,000 13,180,200 1,931,200,000 1.4% 367,389 0.01% 1-4arrison 528,600,000 367,344 536,000,000 1.4% 367,389 0.01% 1-4arrison 528,600,000 115,464 174,150,000 4.8% 119,367 3.38% New Gloucester 505,350,000 351,187 557,400,000 10.3% 382,057 8.79% North Yarmouth 484,450,000 336,663 528,500,000 9.1% 362,248 7.60% Pottland 9,049,500,000 6,288,845 9,687,850,000 7.1% 6,640,316 5.59% 177,834 4.38% Raymond 1,067,550,000 741,881 1,150,200,000 7.7% 788,378 6.27% Scarborough 4,068,100,000 2,827,079 4,313,600,000 7.5% 2,956,659 4.58% New Storough 4,068,100,000 2,827,079 4,313,600,000 7.5% 2,956,659 4.58% New Storook 2,017,700,000 1,332,023 2,095,000,000 4.6% 1,173,006 3.8% New Storook 2,017,700,000 1,332,023 2,095,000,000 4.6% 1,173,006 3.8% New Storook 2,017,700,000 1,332,023 2,095,000,000 4.6% 1,173,006 3.18% A4,050,850,000 3,612,626 46,667 30,620,000 4.6% 1,173,006 3.18% New Storook 2,017,700,000 1,332,023 2,095,000,000 9,3% 1,435,970 7.80% New Storook 2,017,700,000 1,332,023 2,095,000,000 9,3% 1,435,970 7.80% New Storook 2,017,700,000 1,362,626 46,680 3,000,000 4,6% 1,173,006 3.18% A4,050,850,000 30,612,626 46,680 30,612,625 32,141,295 4.99% New Storook 2,017,700,000 1,326,626 46,850 1,711,350,000 4.6% 1,173,006 3.18% New Storook 2,017,700,000 1,332,023 2,095,000,000 9,3% 1,435,970 7.80% New Storook 2,017,700,000 1,362,626 46,823,500,000 4.6% 1,173,006 3.18% New Storook 2,017,700,000 1,332,023 2,095,000,000 9,3% 1,435,970 7.80% New Storook 2,017,700,000 1,362,626 46,823,500,000 4.6% 1,173,006 3.18% New Storook 2,000,67449 0,000694902 0,0006949383 0,0006854		, ,					11.98%
Falmouth	Cumberland						3.63%
Freeport	Falmouth						4.02%
Frye Sland	Freeport						7.52%
Part	Frye Island						1.70%
Saray 928,000,000 644,903 1,029,500,000 10.9% 705,647 9.42% 1,896,600,000 1,318,020 1,931,200,000 1.8% 1,323,697 0.43% 1,431,600,000 1.4% 367,389 0.01% 367,344 536,000,000 1.4% 367,389 0.01% 367,349 536,000,000 1.4% 367,389 0.01% 367,349 3.36% 367,349 3.36% 367,349 3.36% 367,349 3.36% 367,349 3.36% 367,349 3.36% 367,349 3.36% 3.36% 367,350,000 351,187 557,400,000 10.3% 382,057 8.79% 381,600,000 7.5% 570,001 6.03% 382,057 8.79% 362,248 7.60% 362,248	Gorham				7.3%		5.88%
Harpswell 1,896,600,000 1,318,020 1,931,200,000 1.8% 1,323,697 0.43% 1,437,500 1.00	Gray						9.42%
Harrison	Harpswell						0.43%
Naples 773,550,000 537,570 831,600,000 7.5% 570,001 6.03% New Gloucester 505,350,000 351,187 557,400,000 10.3% 382,057 8.79% North Yarmouth 484,450,000 336,663 528,500,000 9.1% 362,248 7.60% Portland 9,049,500,000 170,364 259,450,000 5.8% 177,834 4.38% 4.39% 6.27% 6.264,000 170,364 259,450,000 7.1% 6,640,316 5.99% 6.27% 6.264,000 170,364 259,450,000 5.8% 177,834 4.38% 6.27% 6.264,000 170,364 259,450,000 7.7% 788,378 6.27% 6.264,000 170,364 259,450,000 7.7% 788,378 6.27% 6.264,000 170,364 259,450,000 170,7% 788,378 6.27% 6.264,000 170,364 259,450,000 170,364 259,464,368 170,369,200,000 170,364 271,566 2.61% 6.264 170,36	Harrison					367,389	0.01%
New Gloucester 505,350,000 351,187 557,400,000 10.3% 382,057 8.79% North Yarmouth 484,450,000 336,663 528,500,000 9.1% 362,248 7.60% Portland 9,049,500,000 6,288,845 9,687,850,000 7.1% 6,640,316 5.59% Pownal 245,150,000 170,364 259,450,000 5.8% 177,834 4.38% Raymond 1,067,550,000 741,881 1,150,200,000 7.7% 788,378 6.27% Scarborough 4,068,100,000 2,827,079 4,313,600,000 6.0% 2,956,659 4.58% Sebago 380,850,000 264,667 396,200,000 4.0% 271,566 2.61% South Portland 4,008,550,000 732,639 1,103,700,000 7.5% 2,952,889 6.00% Standish 1,054,250,000 732,639 1,103,700,000 4.7% 756,506 3.26% Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% Warmouth 1,635,900,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,635,900,000 30,612,626 46,892,350,000 4.6% 1,173,006 3.18% 44,050,850,000 30,612,626 46,892,350,000 4.6% 1,173,006 3.18% Total Estimated Expent Cotal Estimated Expent Cotal Estimated Expent Cotal Estimated Expent Cotal Estimated Revent Designated Surplus Later Cotal Estimated Expent Cotal Estimated Revent Designated Surplus Later Cotal Estimated Expent Cotal Estimat	Long Island	166,150,000	115,464	174,150,000	4.8%	119,367	3.38%
New Gloucester	Naples	773,550,000	537,570	831,600,000	7.5%	570,001	6.03%
North Yarmouth	New Gloucester	505,350,000	351,187		10.3%	382,057	8.79%
Pownal 245,150,000 170,364 259,450,000 5.8% 177,834 4.38% Raymond 1,067,550,000 741,881 1,150,200,000 7.7% 788,378 6.27% Scarborough 4,068,100,000 2,827,079 4,313,600,000 6.0% 2,956,659 4.58% Sebago 380,850,000 264,667 396,200,000 4.0% 271,566 2.61% South Portland 4,008,550,000 2,785,695 4,308,100,000 7.5% 2,952,889 6.00% Standish 1,054,250,000 732,639 1,103,700,000 4.7% 756,506 3.26% Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% Warmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% Tax Calculation 2016 2017 2018 2019 Total Estimated Expend Total Estimated Revenu Designated Surplus - - - - - - - Net Increase	North Yarmouth	484,450,000	336,663		9.1%	362,248	7.60%
Raymond 1,067,550,000 741,881 1,150,200,000 7.7% 788,378 6.27% (Scarborough 4,068,100,000 2,827,079 4,313,600,000 6.0% 2,956,659 4.58% (Sebago 380,850,000 264,667 396,200,000 4.0% 271,566 2.61% (South Portland 4,008,550,000 2,785,695 4,308,100,000 7.5% 2,952,889 6.00% (Standish 1,054,250,000 732,639 1,103,700,000 4.7% 756,506 3.26% (Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% (Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% (Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% (44,050,850,000 30,612,626 46,892,350,000 6.45% 32,141,295 4.99% (Total Estimated Expendiculation 2016 2017 2018 2019 Total Estimated Expendiculation 2016 2017 2018 2019 Total Estimated Revendiculation 2016 2017 2018 2019 Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 4.99% (Per \$1,000 0.6774489 0.6949019 0.69493835 0.68542726 4.000 0.68542726 4.000 0.68542726 4.000 0.6949019 0.69493835 0.68542726 4.000 0.68542726 4.000 0.68542726	Portland	9,049,500,000	6,288,845	9,687,850,000	7.1%	6,640,316	5.59%
Scarborough 4,068,100,000 2,827,079 4,313,600,000 6.0% 2,956,659 4.58% Sebago 380,850,000 264,667 396,200,000 4.0% 271,566 2.61% South Portland 4,008,550,000 2,785,695 4,308,100,000 7.5% 2,952,889 6.00% Standish 1,054,250,000 732,639 1,103,700,000 4.7% 756,506 3.26% Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% Tax Calculation 2016 2017 2018 2019 Total Estimated Expend Total Estimated Revenu (12,251,379) (12,181,326) (12,485,782) (12,646,220) Designated Surplus - - - - - Net Increase Tax Revenue Required 27,644,523 <t< td=""><td>Pownal</td><td>245,150,000</td><td>170,364</td><td>259,450,000</td><td>5.8%</td><td>177,834</td><td>4.38%</td></t<>	Pownal	245,150,000	170,364	259,450,000	5.8%	177,834	4.38%
Sebago 380,850,000 264,667 396,200,000 4.0% 271,566 2.61% South Portland 4,008,550,000 2,785,695 4,308,100,000 7.5% 2,952,889 6.00% Standish 1,054,250,000 732,639 1,103,700,000 4.7% 756,506 3.26% Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% Tax Calculation 2016 2017 2018 2019 Total Estimated Expendated Expendated Surplus (12,251,379) (12,181,326) (12,485,782) (12,646,220) Designated Surplus - - - - - Net Increase Tax Revenue Required 27,644,523 29,283,062 30,612,625 32,141,295 4.99% Mil Rate 0.000677449 0.000694902 <	Raymond	1,067,550,000	741,881	1,150,200,000	7.7%	788,378	6.27%
South Portland 4,008,550,000 2,785,695 4,308,100,000 7.5% 2,952,889 6.00% Standish 1,054,250,000 732,639 1,103,700,000 4.7% 756,506 3.26% Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% Tax Calculation 2016 2017 2018 2019 Total Estimated Expend Designated Surplus Designated	Scarborough	4,068,100,000	2,827,079	4,313,600,000	6.0%	2,956,659	4.58%
Standish 1,054,250,000 732,639 1,103,700,000 4.7% 756,506 3.26% Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% Tax Calculation 2016 2017 2018 2019 44,787,515 1704,183,183 43,098,407 44,787,515	Sebago	380,850,000	264,667	396,200,000	4.0%	271,566	2.61%
Westbrook 2,017,700,000 1,402,177 2,144,350,000 6.3% 1,469,796 4.82% Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% Yarmouth 44,050,850,000 30,612,626 46,892,350,000 6.45% 32,141,295 4.99% Tax Calculation 2016 2017 2018 2019 44,787,515 (12,646,220) (12,251,379) (12,181,326) (12,485,782) (12,646,220) Net Increase Tax Revenue Required 27,644,523 29,283,062 30,612,625 32,141,295 4.99% Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 0.68542726 Amount for \$200,000 lt 135.49 138.98 138.99 137.09	South Portland	4,008,550,000	2,785,695	4,308,100,000	7.5%	2,952,889	6.00%
Windham 1,916,750,000 1,332,023 2,095,000,000 9.3% 1,435,970 7.80% Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% 44,050,850,000 30,612,626 46,892,350,000 6.45% 32,141,295 4.99% Tax Calculation 2016 2017 2018 2019 Total Estimated Expend 7.01	Standish	1,054,250,000	732,639	1,103,700,000	4.7%	756,506	3.26%
Yarmouth 1,635,900,000 1,136,850 1,711,350,000 4.6% 1,173,006 3.18% Tax Calculation 2016 2017 2018 2019 Total Estimated Expend Total Estimated Revenu Designated Surplus (12,251,379) (12,181,326) (12,485,782) (12,646,220) (12,646,220) Net Increase Tax Revenue Required 27,644,523 29,283,062 30,612,625 32,141,295 4.99% Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 Per \$1,000 0.6774489 0.6949019 0.69493835 0.68542726 Amount for \$200,000 f 135.49 138.98 138.99 \$ 137.09	Westbrook	2,017,700,000	1,402,177	2,144,350,000	6.3%	1,469,796	4.82%
44,050,850,000 30,612,626 46,892,350,000 6.45% 32,141,295 4.99% Tax Calculation 2016 2017 2018 2019 Total Estimated Expend Total Estimated Revenu Designated Surplus (12,251,379) (12,181,326) (12,485,782) (12,646,220) Designated Surplus - - - - Net Increase Tax Revenue Required 27,644,523 29,283,062 30,612,625 32,141,295 4.99% Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 0.68542726 Amount for \$200,000 t 135.49 138.98 138.99 \$137.09	Windham	1,916,750,000	1,332,023	2,095,000,000	9.3%	1,435,970	7.80%
Tax Calculation 2016 2017 2018 2019 Total Estimated Expend 39,895,902 41,464,388 43,098,407 44,787,515 (12,646,220) Total Estimated Revent (12,251,379) (12,181,326) (12,485,782) (12,646,220) Designated Surplus Net Increase 7 (12,644,523) 29,283,062 30,612,625 32,141,295 4.99% 2016 2017 2018 2019 Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 0.6674489 0.6949019 0.69493835 0.68542726 Amount for \$200,000 f \$ 135.49 \$ 138.98 \$ 138.99 \$ 137.09	Yarmouth	1,635,900,000	1,136,850	1,711,350,000	4.6%	1,173,006	3.18%
Total Estimated Expend Total Estimated Revenu Control Estimated Expend					6.45%		4.99%
Total Estimated Revenu Designated Surplus	Tax Calculation	2016	2017	2018		2019	
Total Estimated Revenu Designated Surplus							
Designated Surplus Tax Revenue Required 27,644,523 29,283,062 30,612,625 32,141,295 4.99% 2016 2017 2018 2019 Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 Per \$1,000 0.6774489 0.6949019 0.69493835 0.68542726 Amount for \$200,000 I \$ 135.49 \$ 138.98 \$ 138.99 \$ 137.09	Total Estimated Expend	39,895,902	41,464,388	43,098,407		44,787,515	
Tax Revenue Required 27,644,523 29,283,062 30,612,625 32,141,295 4.99% 2016 2017 2018 2019 Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 Per \$1,000 0.6774489 0.6949019 0.69493835 0.68542726 Amount for \$200,000 l* 135.49 \$ 138.98 \$ 138.99 \$ 137.09	Total Estimated Revenu	(12,251,379)	(12,181,326)	(12,485,782)		(12,646,220)	
2016 2017 2018 2019 Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 Per \$1,000 0.6774489 0.6949019 0.69493835 0.68542726 Amount for \$200,000 l* 135.49 138.98 138.99 \$137.09	Designated Surplus	-	-	-		-	Net Increase
Mil Rate 0.000677449 0.000694902 0.0006949383 0.0006854273 Per \$1,000 0.6774489 0.6949019 0.69493835 0.68542726 Amount for \$200,000 l* \$ 135.49 \$ 138.98 \$ 138.99 \$ 137.09	Tax Revenue Required	27,644,523	29,283,062	30,612,625		32,141,295	4.99%
Per \$1,000 0.6774489 0.6949019 0.69493835 0.68542726 Amount for \$200,000 l \$ 135.49 \$ 138.98 \$ 138.99 \$ 137.09		2016	2017	2018		2019	
Amount for \$200,000 i \$ 135.49 \$ 138.98 \$ 138.99 \$ 137.09	Mil Rate						
	Per \$1,000	0.6774489	0.6949019	0.69493835		0.68542726	
	Amount for \$200,000 h	\$ 135.49	\$ 138.98	\$ 138.99		\$ 137.09	
	·						

	NON-D	EPARTMENTAL & DEBT SERVICE								
ACCT	ACCT		2015	2016		2018 FINAL	2019 BUDGET	2019	2019 FC	2019 FINAL
#		DESCRIPTION	ACTUAL	ACTUAL	2017 Actual					BUDGET
		PRINCIPAL								
11-120		2012-Civic Center Referendum Ref \$33M Payment	790,500	1,000,000	1,100,000	1,200,000	1,300,000	1,300,000	1,300,000	1,300,000
11-120		2008 Debt Principal for Interoperability Referendum	85,000	85,000	85,000	85,000	-	-	-	-
11-120		2003- Civic Center Revolving Bond -to Civic Ctr Page	400,400	400,400	556,613	550,400	350,000	,	350,000	350,000
11-120		2012-County Debt under Charter- Principal \$2.775M	320,000	320,000	210,000	200,000	195,000	/	195,000	195,000
		2014- County CIP Debt	130,000	140,000	150,000	140,000	170,000	170,000	170,000	170,000
		2016- County CIP Debt			140,000		280,000	280,000	280,000	280,000
		2018- County CIP Debt				100,000	274,000		274,000	274,000
		TOTAL BOND DEBT SERVICE	1,725,900	1,945,400	2,241,613	2,415,400	2,569,000	2,569,000	2,569,000	2,569,000
44.400		INTEREST	4 000 500	007.000	075 400	000 500	000 500	000 500	000 500	000 500
11-120		2012-Civic Center Referendum Ref \$33M Interest	1,002,500	997,203	975,103	932,500	908,500	908,500	908,500	908,500
11-120		2008 Debt Interest for Interoperability Referendum	56,844	54,616	49,513	49,513	-	-	-	-
11-120		2003- Civic Center Revolving Bond - to Civic Ctr page	36,315	-	56,409	65,000	63,488	63,488	63,488	63,488
11-120		2012-County Debt under Charter- Interest \$2.775M	23,235	-	197,294	37,005	33,005	33,005	33,005	33,005
		2014- County CIP Debt	28,713	24,831	=	18,937	29,763	,	29,763	29,763
		2016- County CIP Debt 2018- County CIP Debt			-	39,400 36,222	57,563 117,903	,	57,563	57,563
		TOTAL BOND DEBT INTEREST	1,147,606	1,076,649	1,278,318		1,210,222	117,903 1,210,222	117,903 1,210,222	117,903 1,210,222
		TOTAL BOIND DEBT INTEREST	1,147,000	1,070,049	1,270,310	1,170,377	1,210,222	1,210,222	1,210,222	1,210,222
		DEBT EXPENSE - LOANS								
11-120		TAN Bank Charge/and Rating Agencies	27,050	25,436	22,300	35,000	35,000	35,000	35,000	35,000
11-120		TAN Legal Fees	7,500	6,023	15,075	6,000	6,000	6,000	6,000	6,000
11-120		TAN Interest	18,964	49,169	117,533	100,000	150,000	150,000	150,000	150,000
		TOTAL DEBT EXPENSE - LOANS	53,514	80,629	154,908	141,000	191,000	191,000	191,000	191,000
		NON-DEPARTMENTAL								
11-140		Retiree Life Insurance	6,382	5,798	5,879	7,000	6,000	6,000	6,000	6,000
11-140		Unemployment Insurance	29,932	17,636	9,371	30,000	30,000	30,000	30,000	30,000
11-141	5501	Salary / Benefits / Termination Pay	204,300	224,300	300,000	300,000	300,000	300,000	300,000	300,000
11-141	9526	County Capital Improvement Reserve for CIP	68,980	88,500	190,250	364,500	387,500	396,100	396,100	396,100
11-141		Civic Center Operational Subsidy	425,000	564,101	273,476	550,000	300,000	300,000	300,000	300,000
11-141		Contingent Appropriation	1,510	3,517	1,175	30,000	30,000	30,000	30,000	30,000
11-141		Referendum and Public Information	104,750	32,852	20,801	55,000	155,000	125,000	125,000	125,000
[0.00	TOTAL NON-DEPARTMENTAL	840,853	936,703	800,952		1,208,500	1,187,100	1,187,100	1,187,100
				1		, , , , , , , , ,	, , , , , , , , , ,	. , . ,	, , , , , ,	, , , ,
		TOTAL NON-DEPARTMENTAL & DEBT SERVICE	3,767,874	4,039,381	4,475,791	5,071,477	5,178,722	5,157,322	5,157,322	5,157,322
							107.045	05.045	<u> </u>	

107,245 85,845 85,845 85,845

CUMBERLAND COUNTY PERSONNEL 2019

Overview

The Personnel portion of the County Budget consists of two sections. The first section is a Personnel Summary which lists all approved County positions for F/Y 2018.

The first section is the Position Classification Plan which is a listing of employee positions by title, position grade, and salary range. Positions within a union are identified.

The second section is a Personnel Pay Schedule which provides insight into the base salary of County employees. Listed salaries do not include overtime or mid-year pay changes, if applicable.

The District Attorney and Assistant District Attorneys are State employees who receive pay and benefits directly from the State of Maine; however, all other positions within the District Attorney's office are County employees, and are therefore listed.

COUNTY OF CUMBERLAND, MAINE FISCAL YEAR 2018 POSITION CLASSIFICATION PLAN

MANAGEMENT

<u>TITLE</u>	<u>GRADE</u>	ANNUAL SALARY RANGE
County Manager	17	\$97,011 – 135,062
Deputy Manager of Finance & Admin	16	\$89,834 – 127,543
Director Regional Assessing Chief Deputy	15	\$83,202 – 118,148
Register of Deeds Community Development Director Information Technology Director Emergency Communications Director Emergency Management Agency Director Facilities Manager Human Resources Director Jail Administrator	14 ctor	\$77,026 – 109,384
Director Public Affairs	13	\$69,936 – 99,316
Domestic Violence Coordinator	12	\$66,066 – 93,792
Captain – Administrative Support Captain – CID, Patrol Captain – Support Services Captain - Security/Operations Network Administrator Deputy Communications Director	11	\$61,151 – 86,833
Administrative LT Deputy Finance Director Deputy Register of Probate	10	\$56,628 - \$80,440
Deputy EMA Director	9	\$52,409 – 74,460
Assistant Assessor Deputy Register of Deeds Custodian Supervisor	8	\$48,559 – 68,958

GENERAL GOVERNMENT POSITIONS

<u>TITLE</u>	<u>GRADE</u>	HOURLY PAY RANGE
Clerk/Supervisor Diversion Clerk Paralegal	7	\$21.61 – 29.46
Computer Specialist Drug Free Project Coord Finance Assistant Probate Clerk II Fleet Automotive Technician Maintenance Technician Parking Garage Operator Planner	6	\$19.64 – 26.78
Clerk II Restitution Clerk Trial Assistant Inventory/Trainer/Custodian	5	\$17.87 – 24.34
Receptionist	4	\$16.24 – 22.14
Parking Garage Attendant Clerk I Custodian	3	\$14.77 – 20.12

CONFIDENTIAL TO THE BARGAINING PROCESS

<u>TITLE</u>	<u>GRADE</u>	HOURLY PAY RANGE
Employee Relations Coordinator	9	\$25.20 – 35.80
Payroll Supervisor Human Resources Specialist PREA Coordinator	8	\$23.35 – 33.15
Executive Assistant	7	\$21.61 – 29.46
Investigations Clerk Administrative Investigator Accounting Clerk	6	\$19.64 – 26.78
Administrative Assistant Finance Clerk	5	\$17.87 – 24.34

PROFESSIONAL/TECHNICAL

TITLE	<u>GRADE</u>	HOURLY PAY RANGE
Electrician Supervisor Assistant Director/Safety Coordinator	11	\$29.40 – 41.75
Business & Communication Coordinator Chaplin Coordinator/Rehabilitation & Diversion	10	\$27.22 – 38.67
Community Development Assistant Emergency Management Program Coordin Legal Administration Supervisor	9 nator	\$25.20 – 35.80
Accreditation Coordinator Facilities Supervisor Fleet Automotive Supervisor Maintenance Supervisor Software Specialist Victim Assistant	8	\$23.35 – 33.15
Electrician Public Information Officer	7	\$21.61 – 29.46
Building Technician Legal Secretary	6	\$19.64 – 26.78
Appraiser	5	\$17.87 – 24.34

SHERIFF'S OFFICE/JAIL BARGAINING UNIT F/Y 2018-19

<u>TITLE</u>	<u>GRADE</u>	HOURLY PAY RANGE
Librarian	N1	\$17-41 – 21.26
Records Clerk Receptionist Clerk	N2	\$18.44 – 22.59
Complaint Officer	N3	\$18.96 – 23.06
Administrative Secretary Crime Analyst Education Technician	N4	\$19.53 – 24.04
Administrative Civil Deputy Civil Deputy	N5	\$19.96 – 24.52
Corrections Officer – Probation	1	\$19.02
Corrections Officer I	2	\$19.78 – 23.91
Corrections Officer II Lobby Receptionist-CO	3	\$20.24 – 24.40
Property Officer Transportation Officer	4	\$20.84 – 25.38
Community Program Officer Recreation Officer Staff Development Specialist Trustee Coordinator	5	\$21.30 – 25.87

LAW ENFORCEMENT TEAMSTER UNIT 2019

TITLE	HOURLY PAY RANGE
Deputy	\$22.69 - 27.86
Detective	\$23.54 - 28.69
Sergeant	\$29.16 - 32.97
Lieutenant	\$31.95 – 35.70

COMMUNICATIONS BARGAINING UNIT 2018

TITLE HOURLY PAY RANGE

Dispatcher \$18.87 – 24.01 Shift Supervisor \$23.76 – 27.88

JAIL SUPERVISORS TEAMSTER UNIT F/Y 2018-19

TITLE HOURLY PAY RANGE

Administrative Officer \$25.42 – 31.86

Food Service Manager

TITLE

Sergeant \$23.49 – 27.83

Lieutenant \$27.71 – 33.54

JAIL COOKS TEAMSTER UNIT F/Y 2018-19

<u>TITLE</u> <u>HOURLY PAY RANGE</u>

Cook \$18.09 – 23.66

RESERVE / PART-TIME

TITLE HOURLY RATE

Patrol Deputy \$21.00

Dispatcher \$17.00

ELECTED OFFICIALS

ANNUAL SALARY

County Commissioners \$11,045

Judge of Probate \$55,000

Register of Probate \$55,494

Sheriff \$100,402

			2018				2019		
	Approv	ved	Grant &	Contract	Appro	oved		Grant & Contract	
Job Title	FT	PT	FT	PT	FT	PT	FT	PT	
EXECUTIVE									
Administration									
Commissioners	5				5				
County Manager	1				1				
Executive Assistant/Deputy Clerk	1				1				
Assistant County Manager									
DV Coordinator		1				1			
Director of Public Affairs	1				1				
Drug Free Grant									
Drug Free Program Coordinator				1				1	
Drug Free Project Coordinator				1				1	
CDBG									
Community Development Coordinator			1				1		
Community Development Assistant			1				1		
	8	1	2	2	8	1	2	2	
INFORMATION TECHNOLOGY	-								
Information Technology Director	1				1				
Network Administrator	1				1				
Computer Specialist	1				1				
Software Specialist	2				2				
	5				5				
Human Resources									
Human Resources Director	1				1				
Human Resources Specialist	1				1				
Wellness Coordinator	<u> </u>	1				1			
Human Resources Generalist	1				1				
Executive Assistant	1				1				
	4	1			4	1			
Finance Department									
Director of Finance	1				1				
Accounts Supervisor	1				1				
Payroll Supervisor	1				1				
Finance Clerk	2				2				
	5				5				

	2018							2019	
	Appr	oved	Grant &	Contract		Appro	ved	Grant & 0	Contract
DISTRICT ATTORNEY							-		
Business & Communication Coordinator	1					1			
Executive Assistant	1					1			
Intern		6					6		
Paralegal	1					1			
Legal Administration Supervisor	2					2			
Receptionist	2					2			
Trial Assistant	11					11			
Victim Assistant	4					4			
Coord of Rehab & Diversion Program	1					1			
Restitution Clerk		1					1		
Diversion Clerk	1					1			
	24	7				24	7		
FACILITIES									
FACILITIES	4					4			
Facilities Manager Maintenance Supervisor	1					1			
	1				-	1			
Facilities Supervisor Custodian Supervisor	1								
Custodian	4	1	3		-	4	1	3	
		1	3		-	1	1	3	
Electrician Supervisor Electrician	2					2			
Building Technican	1				-	1			
Maintenance Technician II	4		3		-	4		3	
Fleet Automotive Supervisor	1				-	1			
Fleet Automotive Technician	1				-	1			
Executive Assistant	1				-	1			
Asst. Director & Safety Coordinator	1					1			
Parking Garage added to facilities 2015	•				-				
Parking Garage Operator	1					1			
Parking Garage Attendant		1			-		1		
- arang carago / aronaan	21	2				21	2		
DEEDS									
Register of Deeds	1					1			
Deputy Register	1					1			
Clerk II	5					5			
Clerk III	1					1			
	8					8			
PROBATE									
Register of Probate	1					1			
Deputy Register	1					1			
Clerk II	3					3			
Judge of Probate	1					1			
Legal Secretary	1					1			
-	7					7			

		2018		2019
	Approved	Grant & Contract	Approved	Grant & Contract
EMERGENCY MANAGEMENT AGENCY				
EMA Director	1		1	
Deputy EMA Director	1		1	
Planner	3		3	
Program Coordinator	1		1	
LEPC Planner	1		1	
Finance Assistant	1		1	
	7 1		7 1	
SHERIFF				
Administration/Support Services				
Sheriff	1		1	
Chief Deputy	1		1	
Administrative Investigator	1		1	
Inmate Communications Clerk	1		1	
Executive Assistant	1		1	
Investigations Clerk	2		2	
Receptionist/Clerk	1		1	
Captain-Support Services	1		1	
Accrediation Compliance Coordinator	1		1	
Administrative Sergeant	1		1	
Administrative Assistant	1		1	
	11 0		12 0	
Law Enforcement				
Captain - Law Enforcement	2		2	\perp
Lieutenant	3		3	\perp
Sergeant	7		7	
Deputy/Community Relations Officer	21	15 3	22	15 3
Detective	9		9	
Complaint Officer	1		1	
Crime Analyst	1		1	
	44	15 3	45	15 3
Civil Process				
Administrative Civil Deputy	1		1	
Civil Deputy	3	6	3	6
O.T. Doputy	4	6	4	6
	7		1	
Communications				
Communications Director	1		1	
Deputy Communications Director	1		1	
Shift Supervisor	6		6	
Dispatcher	29.5 5		29.5 5	
	37.5		37.5	
Regional Assessing			\vdash	
Director of Regional Assessing		1	\vdash	1
Assistant Assessor		1		1
Appraisor		2		2
Administrative Assistant		1	\vdash	1
		5		5
Takal Day I and Early and Carlo	100		10- 5	
Total Budget Employees Only	185.5 12	22 11	187.5 12	22 11

				2017-2	2018					2018-2	2019	
Jail	Propo		- 1	COMMIS			Propo			COMMISSARY FT PT		
Job Title	FT	PT		FT	PT		FT	PT	-	FI	Р	
Jail Administrator	1					-	1					
Capt Admin./Support	1						1					
Capt Security/Operations	1						1					
Administrative Secretary	1						1					
Administrative Officer	1						1					
PREA Coordinator	1						1					
Community Program Officer	4						4					
Cook II	5						5					
Corrections Officer	128						128					
Education Technicians-Academi	c 0			2			0			2		
Education Technicians-Vocation	nal 0			2			0			2		
Executive Assistant	1						1					
Food Service Manager	1						1					
Lobby Receptionist - CO	1						1					
Property Officer	1						1					
Records Clerk	2						2					
Recreation Officer	1						1					
Sergeant	16						16					
Staff Development Specialist	1						1					
Transportation Officer	9						9					
Trustee Coordinator	1						1					
Lieutenant	6						6					
Lieutenant Education	1		_				1					
Librarian					1						1	
Chaplin	1						1					
	185			4	1		185			4	1	



Emergency Management

Joseph Chappell, Director

Wages for full & part time staff.

The Cumberland County Emergency Management Agency is committed to providing quality services in the protection of all its citizens and their property.

REVENUES	2016 Actual		20	17 Actual	20	18 Budget	2019 Budget		
EMA Allocation	\$	329,566	\$	413,439	\$	330,812	\$	320,000	
AT&T Tower Lease	\$	11,915	\$	12,040	\$	12,000	\$	12,000	
Total Revenues	\$	341,481	\$	425,479	\$	342,812	\$	332,000	

EXPENSES	20	2016 Actual		17 Actual	201	18 Budget	2019 Budget		
Labor	\$	420,305	\$	468,104	\$	492,667	\$	507,582	
O&M	\$	51,355	\$	52,352	\$	50,907	\$	62,567	
Capital	\$	100,698	\$	86,263	\$	96,000	\$	96,000	
Total Expenses	\$	572,358	\$	606,719	\$	639,574	\$	666,149	

Budget Objectives

Works with 28 communities to provide all-hazards preparedness mitigation, response, and revovery from disaster; coordinates county wide NIMS compliance; manages Department of Homeland Security Grant Programs; coordinates county effort with municipal, state, and federal partners and across Critical Infrastructure Sectors

Grant Funding:

See last page of this section for data on the Grant funded activities of this department

Personnel

EMA Positions	Full Time	Part Time	Grant
EMA DIRECTOR	1		
DEPUTY EMA DIRECTOR	1		
PLANNER	3		
PROGRAM CCORD	1		
LEPC PLANNER	1		
FINANCE ASSISTANT		1	
	7	1	

11-101	-101 DEPARTMENT: EMERGENCY MANAGEMENT AGENCY ACTIVITY CENTER: EMERGENCY MANAGEMENT													
					2017 ACTUAL	2019 BUDGET		2019 FC	2019 FINAL					
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	BUDGET	EXPENSE	REQUEST	2019 PRELIM		BUDGET					
	DEDOONNEL OFFINIOEO		\\\	0	."									
F100	PERSONNEL SERVICES	246 622	348.883	& part time sta		265 720	265 720	265 720	265 729					
5120	Wages & Salaries (FT)	316,632	348,883	365,518	349,538	365,728	365,728	365,728	365,728					
5401	Overtime		725	1,000	94	1,000	1,000	1,000	1,000					
5500	Benefits	103,673	118,496	126,149	124,514	140,854	140,854	140,854	140,854					
	TOTAL PERSONNEL SERVICES	420,305	468,104	492,667	474,146	507,582	507,582	507,582	507,582					
	OPERATIONS AND MAINTENANCE													
6130	Transportation & Lodging	8,721	12,359	6,000	5,288	6,000	6,000	6,000	6,000					
6131	Gasoline	179	214	500		600	600	600	600					
6231	Base Radio Repair	451	89	500	-	500	500	500	500					
6232	Mobile Radio Repair		399	500	-	500	500	500	500					
6400	Insurance- Building & Contents	2,939	2,302	3,751	2,312	3,751	3,751	3,751	3,751					
6401	Insurance- Liability	6,421	5,029	8,196	5,051	8,196	8,196	8,196	8,196					
6404	Insurance- Radio Equipment	580	454	740	456	740	740	740	740					
6500	Office Supplies	1,826	1,855	1,800	2,113	1,800	1,800	1,800	1,800					
6501	Training Supplies	-	480	750	745	750	750	750	750					
6505	Printing & Engraving	519		250	330	250	2,360	2,360	2,360					
6506	Postal Expenses	1,960	1,768	2,000	1,945	2,000	2,000	2,000	2,000					
6507	Advertising		167	-	100	-	-	-	-					
6508	Dues	50	50	100	201	250	250	250	250					
6509	Books, Periodicals, & Subscriptions	165	189	200	-	200	200	200	200					
6512	Training, Education, & Seminars	152	2,067	500	-	1,000	1,000	1,000	1,000					
6513	Leases & Service Agreements	4,988	5,181	4,800	4,802	4,800	12,400	12,400	12,400					
6800	Telephone & Communication	5,439	6,189	6,200	6,022	6,200	6,200	6,200	6,200					
6801	Electricity Utility	3,746	4,031	3,300	3,826	4,500	4,500	4,500	4,500					
6802	Gas Utility	3,971	2,873	4,200	2,954	4,000	4,000	4,000	4,000					
6803	Water Utility	712	647	720	584	720	720	720	720					

EMERGENCY MANAGEMENT AGENCY

				2018	2017	2019		0040 50	0040 511141
ACCT#	ACCOUNT DESCRIPTION	2015 Actual		ADOPTED BUDGET		BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6806	Fuel Oil	3,325	910	-	1,000	-	-	-	-
6903	Food & Groceries	2,099	3,280	2,100	2,382	2,300	2,300	2,300	2,300
6904	Institutional Supplies	285	187	400	305	400	400	400	400
6913	Safety Equipment	2,724	1,221	3,000	2,951	3,000	3,000	3,000	3,000
6914	Non-Food Items Purchases	107	411	400		400	400	400	400
6950	Other							<u> </u>	
	TOTAL O&M	51,355	52,352	50,907	43,365	52,857	62,567	62,567	62,567
	CAPITAL OUTLAY								
71701	Homeland Security HazMat/WMD CIP	100,000	85,366	95,000	96,464	95,000	95,000	95,000	95,000
7350	Office Equipment	698	897	1,000	1,746	1,000	1,000	1,000	1,000
7355	Computer Hardware			-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	698	86,263	96,000	98,210	96,000	96,000	96,000	96,000
	TOTAL DEPARTMENT	472,358	606,719	639,574	615,721	656,439	666,149	666,149	666,149
	TOTAL DEL ARTIMENT	772,000	550,715	000,014	010,721	16,865	26,575	26,575	26,575
						2.6%	•	•	•

COUNTY OF CUMBERLAND

11-101	DEPARTMENT: EMERGENCY MANAGEMI	ENT AGENC	Υ		ACTIVITY CENTER: EMERGENCY MANAGEMENT			
ACCT #		2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
5120	PERSONNEL SERVICES Wages & Salaries (FT)	365,518	349,538	365,728	Wages for full & part time staff.	365,728	365,728	365,728
	Wages & Salaries (PT)				353,315.88			
5401	Overtime	1,000	94	1,000	333,313.00	1,000	1,000	1,000
5510	Health Insurance	68,505	70,997	80,077		80,077	80,077	80,077
5520	Retirement	23,985	19,374	24,432		24,432	24,432	24,432
5530	Social Security	28,039	28,262	27,978		27,978	27,978	27,978
5540	Workers Comp	1,283	1,283	1,283		1,283	1,283	1,283
5560	Deferred Comp	4,338	4,598	7,084		7,084	7,084	7,084
5500	Total Employee Benefits	126,149	124,514	140,854	Taxes and benefits for departmental employees.	140,854	140,854	140,854
	TOTAL PERSONNEL SERVICES	492,667	474,146	507,582	TOTAL	507,582	507,582	507,582
6130	OPERATIONS AND MAINTENANCE Transportation & Lodging	6,000	5,288	6,000	Travel to meetings with State & Federal officials, town	6,000		
					managers & selectman, training and exercise programs and project inspections. Hazard Mitigation meetings and IMAT Communications work.		6000	6000
6131	Gasoline	500	442	600	Fuel for CCEMA vehicles.	600	600	600
6231	Base Radio Repair	500		500	Base radio amount for repair expenses.	500	500	500
6232	Mobile Radio Repair	500		500	Mobile radio repair expenses.	500	500	500
6400	Insurance- Building & Contents	3,751	2,312	3,751	Agency share of insurance costs.	3,751	3,751	3,751
6401	Insurance- Liability	8,196	5,051	8,196	Agency share of insurance costs.	8,196	8,196	8,196
6404	Insurance- Radio Equipment	740	456	740	Insurance on EMA radio equipment.	740	740	740
6500	Office Supplies	1,800	2,113	1,800	General office supplies.	1,800	1,800	1,800

EMERGENCY MANAGEMENT AGENCY

COUNTY OF CUMBERLAND

ACCT			2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6501	Training Supplies	750	745	750	Supplies, equipment, and programs used to provide community classes.	750	750	750
6505	Printing & Engraving	250	330	250	Letterhead printing, business cards, and print/copy costs. Toner Cartridges (From IT Budget)	2,360	2,360	2,360
6506	Postal Expenses	2,000	1,945	2,000	Postage costs for mailing correspondence/reports and Red Bag Courier Service.	2,000	2,000	2,000
6507	Advertising		100					
6508	Dues	100	201	250	CCFC Dues, MEMA Director and Council dues	250	250	250
6509	Books, Periodicals, & Subscriptions	200		200	Portland Press Herald and Professional Journals.	200	200	200
6512	Training, Education, & Seminars	500		1,000	Training classes not offered free by the Maine Emergency Management Agency.	1,000	1,000	1,000
6513	Leases & Service Agreements	4,800	4,802	4,800	For Dish Network, Avaya, photocopier lease, postage meter lease. FATPOT (Formerly in IT) \$7600	12,400	12,400	12,400
6800	Telephone & Communication	6,200	6,022	6,200	OTT long distance fees, TWC roadrunner service, AT&T Mobile phones and Wi-Fi booster, Seacoast Security for Quarterly Testing.	6,200	6,200	6,200
6801	Electricity Utility	3,300	3,826	4,500	Power for EMA bunker.	4,500	4,500	4,500
6802	Gas Utility	4,200	2,954	4,000	Natural gas.	4,000	4,000	4,000

EMERGENCY MANAGEMENT AGENCY

ACCT #				2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM		2019 FINAL BUDGET
6803	Water Utility	720	584	720	Water fees for EMA bunker	720	720	720
6806	Fuel Oil		1,000		Facilities to cover	-	-	-
6903	Food & Groceries	2,100	2,382	2,300	Operational & emergency food and supplies.	2,300	2,300	2,300
6904	Institutional Supplies	400	305	400	Operational & emergency supplies such as air mattresses, coffee pots, & blankets.	400	400	400
6913	Safety Equipment	3,000	2,951		MRE's for 15 people x 3mealsx 3 days Replacement and maintenance for emergency management equipment; EPI & handouts.	3,000	3,000	3,000
6914	Non-Food Items Purchases	400	383	400	Other EMA supplies.	400	400	400
	TOTAL O&M	50,907	44,190	52,857	тот	AL 62,567	62,567	62,567
71701 7111	CAPITAL OUTLAY Homeland Security HazMat/WMD CIP	95,000	96,464	95,000		95,000	95,000	95,000
7350	Office Equipment	1,000	1,746	1,000		1,000	1,000	1,000
7355	Computer Hardware					-		
	TOTAL CAPITAL OUTLAY	96,000	98,210	96,000	тот		96,000	96,000
	TOTAL EMA	639,574	616,546	656,439	тот	AL 666,149	666,149	666,149
				16,865 2.6%		26,575 4.2°	•	26,575 4.2%



Wages for full & part time staff.

The District Attorney is committed to ensuring public safety and promoting public respect for government through the prompt, effective and compassionate prosecution of cases in a manner that advocates for all victims, respects law enforcement agencies, responsibly stewards public resources, and holds offenders accountable while at the same time protecting the constitutional and legal right of the accused.

REVENUES 2019 **EXPENSES**

	2015 Actual	2016 Actual	2017 Actual	2019 Budget	Labor	O&M	Capital	TOTAL
DA	\$ 135,433	\$ 154,024	\$ 184,604	\$ 175,000	1,638,0	8 195,053	1,368	1,834,450

The Office has approx 17 District Attorneys, who are employees of the State, and salary and benefits are paid directly from the State By statute, the County is responsible to pay and provide support to the Office.

Budget Objectives

Personnel

	DISTRICT ATTORNEY	Full Time	Part Time
Prosecutes approx 11,000 cases per year	Business & Communication Coordinator	1	
Coordinates Check Enforcement Program	Executive Assistant	1	
	Intern		6
Coordinates the "Deferred Disposition Program"			
	Paralegal	1	
Coordinates collection and disbursement of approx \$600,000	Legal Administrative Supervisor	2	
each year back to victims.	Receptionist	2	
Has five teams of attorneys dedicated to Adult Felony and	Trial Assistant	11	
Misdemeanor, Juvenile, and Domestic Violence Crimes	Victim Assistant	4	
	Coord of Rehab & diversion program	1	1
	Restitution Clerk		1
		23	7

11-102	11-102 DEPARTMENT: DISTRICT ATTORNEY 2018 2017 2019												
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	ADOPTED BUDGET	ACTUAL EXPENSE	BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET				
	PERSONNEL SERVICES	Wages for full			I & part time staff.								
5120	Wages & Salaries (FT)	902,045	999,445	1,171,935	1,116,820	1,218,260	1,205,760	1,205,760	1,205,760				
5205	Wages & Salaries (PT)	-	-	-	-	6,345	-	-	-				
5210	Seasonal/Temporary/Intern	70,722	63,286	68,000	60,856	82,300	82,300	82,300	82,300				
3500	Employee Benefits & Taxes	362,387	389,054	468,092	460,353	502,921	502,921	502,921	502,921				
	TOTAL PERSONNEL SERVICES	1,335,154	1,451,785	1,708,026	1,638,028	1,809,826	1,790,981	1,790,981	1,790,981				
	OPERATIONS AND MAINTENANCE												
6130	Transportation & Lodging	16,890	17,705	22,000	24,619	22,000	22,000	22,000	22,000				
6301	Professional Services	74,503	74,478	-	91	-	-	-	-				
6305	Stenographer-Transcripts	7,207	982	5,000	6,333	5,000	5,000	5,000	5,000				
6307	Witness Fees & Expenses - DA	1,123	2,696	6,000	4,029	6,000	6,000	6,000	6,000				
6308	Witness Fees & Expenses - AG		503	1,000	-	1,000	1,000	1,000	1,000				
6309	Laboratory Tests			250	-	250	250	250	250				
6400	Insurance - Building & Contents (Bath)	2,526	1,595	2,600	1,602	2,600	2,600	2,600	2,600				
6401	Insurance- Liability	4,537	4,773	5,000	5,129	5,000	5,000	5,000	5,000				
6500	Office Supplies	19,988	16,345	17,000	18,599	17,000	17,000	17,000	17,000				
6505	Printing and Engraving	6,720	7,290	7,000	4,495	7,000	12,506	12,506	12,506				
6506	Postal Expenses	5,823	5,566	6,500	5,956	6,500	6,500	6,500	6,500				
6507	Advertising	969	203	1,000	664	1,000	1,000	1,000	1,000				
6508	Dues	21,120	22,447	27,000	25,904	27,000	27,000	27,000	27,000				
6509	Books, Periodicals, & Subscriptions	15,930	16,474	22,756	19,330	22,756	22,756	22,756	22,756				
6511	Equipment Rental	12,030	13,692	13,400	12,741	13,400	13,400	13,400	13,400				
6512	Training, Education, & Seminars	4,530	9,579	14,000	3,925	14,000	14,000	14,000	14,000				
6513	Leases & Service Agreements	44,730	65,594	50,800	50,274	50,800	50,800	50,800	50,800				
6800	Telephone & Communication	11,054	11,461	12,500	11,362	12,500	12,500	12,500	12,500				
	TOTAL O&M	249,679	271,382	213,806	195,053	213,806	219,312	219,312	219,312				

DEPARTMENTAL BUDGET SUMMARY

ACCT#	ACCOUNT DESCRIPTION	2015 Actual		2018 ADOPTED BUDGET		2019 BUDGET REQUEST	2019 PRELIM		2019 FINAL BUDGET
7005	CAPITAL OUTLAY	5.005	4 445	4.000	4.000	4 000	4.000	4.000	4.000
7325	Furniture & Fixtures	5,805	1,445	1,000	1,368	1,000	1,000	1,000	1,000
7355	Computer Hardware			-	-	-	-	-	-
			<u> </u>						
	TOTAL CAPITAL OUTLAY	5,805	1,445	1,000	1,368	1,000	1,000	1,000	1,000
	TOTAL DEPARTMENT	1,590,638	1,724,612	1,922,832	1,834,450	2,024,632	2,011,293	2,011,293	2,011,293
						101,799	88,461	88,461	88,461
						5.3%	4.6%	4.6%	4.6%

COUNTY OF CUMBERLAND

11-102	DEPARTMENT: DISTRICT ATTORNEY							
ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES							
5120	Wages & Salaries (FT)	1,171,935	1,116,820	1,205,760	Wages for full & part time staff.	1,205,760	1,205,760	1,205,760
5205	Wages & Salaries (PT)			6,345	25 to 32 for restitution			
				12,500	Add in benefits			
5401	Overtime		59					
				14,300	Additional Intern	14,300	14,300	14,300
5210	Seasonal/Temporary/Intern	68,000	60,856	68,000	Wages for Interns-Largest block of Intern time	68,000	68,000	68,000
					and other temporary positions			
5510	Health Insurance	305,252	306,113	323,269		323,269	323,269	323,269
5520	Retirement	52,049	48,978	59,762		59,762	59,762	59,762
5530	Social Security	93,171	87,085	99,022		99,022	99,022	99,022
5540	Workers Comp	4,570	4,570	4,570		4,570	4,570	4,570
5560	Deferred Comp	13,050	13,607	16,299		16,299	16,299	16,299
5500	Employee Benefits & Taxes	468,092	460,353	502,921	Taxes and benefits for departmental employees.	502,921	502,921	502,921
	TOTAL PERSONNEL SERVICES	1,708,026	1,638,087	1,809,826	6.0% TOTAL	1,790,981	1,790,981	1,790,981
6130	OPERATIONS AND MAINTENANCE Transportation & Lodging	22,000	24,619	22,000	Departmental travel expenses including those incurred by providing service to satellite courts. Transportation to lodging for and meal expenses at conferences. Transportation costs associated with traveling to meetings with State agencies	22,000	22,000	22,000
6301	Professional Services		91					
6305	Stenographer- Transcripts	5,000	6,333	5,000	Court transcripts required for case preparation and appeals.	5,000	5,000	5,000
6307	Witness Fees & Expenses- DA	6,000	4,029	6,000	Allocation for legislative requirement.	6,000	6,000	6,000
6308	Witness Fees & Expenses- AG	1,000	-	1,000	Allocation for legislative requirement.	1,000	1,000	1,000

DISTRICT ATTORNEY

COUNTY OF CUMBERLAND

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6309	Laboratory Tests	250		250	State legislated requirement for medical testing fees for victims of crime	250	250	250
6400	Insurance - Building & Contents	2,600	1,602	2,600	Insurance for Bath office.	2,600	2,600	2,600
6401	Insurance Liability	5,000	5,129	5,000	Liability insurance	5,000	5,000	5,000
6500	Office Supplies	17,000	18,599	17,000	Departmental office supplies	17,000	17,000	17,000
6505	Printing and Engraving	7,000	4,495	7,000	Case Folders, letterhead, envelopes Toner Cartridges (From IT)	12,506	12,506	12,506
6506	Postal Expenses	6,500	5,956	6,500	mail costs associated with the prosecution of criminal cases and statewide business	6,500	6,500	6,500
6507	Advertising	1,000	664	1,000	Job Placement ads Victim Brochure development and printing	1,000	1,000	1,000
6508	Dues	27,000	25,904	27,000	Board of Bar Overseers. (20 memberships) National District Attorney's Association. (1 DA membership) National District Attorney Assoc. (3 associate memberships) Cumberland Bar Assoc Maine Prosecutor's Association membership. Victim Advocate's Association. (5) Maine Trial Lawyers. (1 membership) MEDATs:Justware database upgrade and template mgt services, educ and training - 2% rate increase	27,000	27,000	27,000
6509	Books, Periodicals, & Subscriptions	22,756	19,330	22,756	Yearly Expenses for statute updates, reference	22,756	22,756	22,756

DISTRICT ATTORNEY

COUNTY OF CUMBERLAND

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6511	Equipment Rental	13,400	12,741	13,400	books and subscriptions for additional attorneys- projected savings by reductions in subscriptions Copier Expenses-New copier for one space where	13,400	13,400	13,400
					new position is going \$ -			
6512	Training, Education, & Seminars	14,000	3,925	14,000	Maine Prosecutor's Conference Registration. Staff training Seminars management training ADA CLE Seminars Extradition training Nat'l center for prosecution of DV training National District Attorney Assoc. Board Meetings and Training Conference JustWare software training Conference Event space rental	14,000	14,000	14,000
6513	Leases & Service Agreements	50,800	50,274	50,800	Ricoh service agreement increase with new copier equipment - cost per page expense increased with new machines Maintenance Costs for JustWare database + annual %5 increase Confidential Destruction JusticeWeb maintenance contract \$11K	50,800	50,800	50,800
6800	Telephone & Communication	12,500	11,362	12,500	Telephone Service expenses Wireless Service language Translation Line Connection to state Metro line Remote internet access	12,500	12,500	12,500

DISTRICT ATTORNEY

ACCT#		ADOPTED	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM		2019 FINAL BUDGET
						- 		
	TOTAL O&M	213,806	195,053	213,806	TOTAL	219,312	219,312	219,312
7325	CAPITAL OUTLAY Furniture & Fixtures	1,000	1,368		To replace chairs & furniture & furnishings as they break. Replacement of 4 workstations	1,000	1,000	1,000
7355	Computer Hardware		-					
7400	Capital Improvement Program						<u> </u>	
	TOTAL CAPITAL OUTLAY	1,000	1,368	1,000	TOTAL	1,000	1,000	1,000
	TOTAL DISTRICT ATTORNEY	1,922,832	1,834,509	2,024,632	TOTAL	2,011,293	2,011,293	2,011,293
				101,799		88,461	88,461	88,461
				5.3%		4.6%	4.6%	4.6%



Wages for full & part time staff.

The County of Cumberland is committed to providing quality services to all citizens equitably, in a responsive and caring manner. The mission of the Executive Office is to implement the County Board's policies, represent the interests of the County with other governmental agencies and groups, as well as provide leadership to the departments to achieve the organization's goals and objectives.

REVEN	UES		_	EXPENSES		2019	
				Labor	O&M	Capital	TOTAL
EXEC				568,479	160,059	-	728,539

Grant & Enterprise Funding:

See last page of this section for data on the

Grant funded activities of this department

BUDGET OBJECTIVES	Personnel	REGULAR		GRANT & CON	TRACT
		Full Time	Part Time	Full Time	Part Time
Provide leadership and general administration of the county	COUNTY MANAGER	1			
Provide administrative assistance to County Manager and Assist County Manager, provide Public Information for County to constiuents	EXECUTIVE ASSISTANT/PI OFFICER	1			
Coordinate Domestic Violence Intervention Program	DV COORDINATOR	0	1		
Lead and coordinate several county strategic initiatives for more cost efficient, effective delivery of public services on a regional or county wide basis, such as services on a regional or county wide basis.	DIRECTOR OF PUBLIC AFFAIRS	1	0		
Casco Bay CAN reduce alcohol and drugs in schools, from grant money, as the leader of the program.	DRUG FREE PROGRAM COORD				1
Project co-ordinator and admin assistant to Casco Bay CAN program co-ordinator	DRUG FREE PROJECT COORD				1
Community Development Block Grant co-ordinator responsible for distribtuion of over one million dollars in Federal CDBG funding to all County communities Part time assistant to CDBG Co-ordinator assisting with grant follow through and commitments, also part time with S.	CDBG DEVEL COORD			1	
Portland CDBG program	CDBG DEVEL ASST				1
Set county policy and provide guidance to county manager	COMMISSIONERS	5			
	-	8	2	1	3

11-103	DEPARTMENT: EXECUTIVE					ENTER: ADM	INISTRATIO	ν	
				2018	2017	2019			
A O O T #	A COOLINE DECORIDEION	0045 A - 1 1	0040 A - 1 1	ADOPTED	ACTUAL	BUDGET	2019	2019 FC	2019 FINAL
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	BUDGET	EXPENSE	REQUEST	PRELIM	BUDGET	BUDGET
	PERSONNEL SERVICES								
	Wages & Salaries (FT)	344,974	312,420	321,817		308,020	308,020	308,020	308,020
	Wages & Salaries (PT)	91,364	93,792	62,863	-	67,792	67,792	67,792	67,792
5401-01	Overtime	5,501	5,331	5,000	5,045	5,000	2,500	2,500	2,500
5500-01	Employee Benefits & Taxes	174,986	173,734	178,204	160,645	190,167	190,167	190,167	190,167
	TOTAL PERSONNEL SERVICES	616,826	585,276	567,885	165,690	570,979	568,479	568,479	568,479
	OPERATIONS & MAINTENANCE								
6130-01	Transportation & Lodging	24,441	22,595	22,000	27,225	20,000	20,000	20,000	20,000
6301-01	Professional Services	30,155	39,586	45,000	34,819	45,000	45,000	45,000	45,000
6302-01	Legal Services	46,902	66,884	37,000	56,707	28,000	28,000	28,000	28,000
6400-01	Building & Contents Insurance	3,895	3,051	5,000	3,064	5,000	5,000	5,000	5,000
6407-01	Surety Bond Premiums	3,289	2,576	4,200	2,587	4,200	4,200	4,200	4,200
6500-01	Office Supplies	7,070	5,696	5,500	8,232	5,500	5,500	5,500	5,500
6505-01	Printing & Engraving	2,046	481	1,200	1,491	1,200	1,200	1,200	1,200
6506-01	Postal Expenses	3,102	1,995	1,000	463	1,000	1,000	1,000	1,000
6507-01	Advertising	11	1,853	500	706	500	500	500	500
6508-01	Dues	26,892	25,657	28,000	27,455	28,000	28,000	28,000	28,000
6509-01	Books periodicals, subs	1,745	1,273	500	665	500	500	500	500
6512-01	Training, Education, & Seminars	8,410	10,461	8,000	12,016	8,000	8,000	8,000	8,000
6513-01	Leases & Service Agreements	8,277	16,259	8,500	11,505	8,500	8,500	8,500	8,500
6609-01	Equipment Repair			-	-	-	-	-	-
6800-01	Telephone & Communication	1,827	3,391	3,100	4,149	3,100	4,659	4,659	4,659
	TOTAL O&M	168,061	201,759	169,500	191,084	158,500	160,059	160,059	160,059
	CAPITAL OUTLAY								
	5,								
7361-01	Occupational Health & Safety Equip								
	TOTAL CAPITAL OUTLAY	-	_	-	-	_	-	_	_
	TOTAL ACTIVITY CENTER	784,887	787,035	737,385	356,774	729,479	728,539	728,539	728,539
						(7,906)			(8,846)
						-1.1%	, ,	, ,	, ,

EXEC-ADMINISTRATION

COUNTY OF CUMBERLAND

11-103	DEPARTMENT: EXECUTIVE				ACTIVITY CENTER: ADMINISTRATION			
ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL				Wages for full & part time staff.			
5120-01	Wages & Salaries (FT)	321,817	286,907	308 020	Wages for full-time departmental staff.	308,020	308,020	308,020
3120-01	wages a calanes (1 1)	321,017	200,507	300,020	vvagos for fall time departmental start.	300,020	300,020	300,020
5401-01	Overtime/Taping	5,000	5,045	5,000	Adjusted to actual	2,500	2,500	2,500
5205-01	Wages & Salaries (PT)	62,863	55,986	67,792	DV & Special projects	67,792	67,792	67,792
5540	L	444.000	00.074	407.000		407.000	407.000	407.000
	Health Insurance	114,683	99,974 10,167	127,269 14,360		127,269 14,360	127,269 14,360	127,269
	Retirement	13,650 29,811	27,188	30,556		30,556	30,556	14,360 30,556
	Social Security Workers Comp	1,816	1,816	1,816		1,816	1,816	1,816
	Deferred Comp	18,245	21,500	16,166		16,166	16,166	16,166
3300	Deterred Comp	10,240	21,500	10,100		10,100	10,100	10,100
5500-01	Employee Benefits & Taxes	178,204	160,645	190,167	Benefits and taxes for departmental employees.	190,167	190,167	190,167
	TOTAL PERSONNEL SERVICES		508,583	570,979	TOTAL	568,479	568,479	568,479
6130-01	OPERATIONS & MAINTENANCE Transportation & Lodging	22,000	27,225	20,000	Transportation and costs associated with traveling to meetings with county and municipal officials, as well as to testify at legislative hearings and participate in conferences	20,000	20,000	20,000
6301-01	Professional Services	45,000	34,819	45,000	Arbitration, dispute resolution and other required services.	45,000	45,000	45,000
6302-01	Legal Services	37,000	56,707	28,000	Legal fees associated with consultation and pending law suits.	28,000	28,000	28,000
6400-01	Building & Content Insurance	5,000	3,064	5,000	Departmental share of insurance premium.	5,000	5,000	5,000
6407-01	Surety Bond Premiums	4,200	2,587	4,200	Bond obtained through MCCA.	4,200	4,200	4,200

EXEC-ADMINISTRATION

100T ::			ACTUAL	2019 BUDGET		2040 PRE:	2019 FC	2019 FINAL
				REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM		BUDGET
6500-01	Office Supplies	5,500	8,232	5,500	Departmental office supply costs.	5,500	5,500	5,500
6505-01	Printing & Engraving	1,200	1,491	1,200	General printing costs to include county budget, annual report, budget	1,200	1,200	1,200
6506-01	Postal Expenses	1,000	463	1,000	Toner Cartridges (From IT) Departmental postage costs.	1,000	1,000	1,000
6507-01	Advertising	500	706	500	Legal notices and job postings in area newspapers.	500	500	500
6508-01	Dues	28,000	27,455		Professional Memberships International City/County Managers Assoc. Maine Municipal Association. NACO Association Maine County Commissioners Association. Maine County Administrators Association. Local/regional Chamber of Commerce ME Town & City Management Association.	28,000	28,000	28,000
6509-01	Books periodicals, subs	500	665	500	GPCOG Membership	500	500	500
6512-01	Training, Education, & Seminars	8,000	12,016	8,000	MCCA Convention, MMA seminars and NACO conference	8,000	8,000	8,000
6513-01	Leases & Service Agreements	8,500	11,505	8,500	Lease agreement/ copier maintenance agreement for copier Postage meter lease/ maintenance. Postage machine service agreement.	8,500	8,500	8,500

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6609-01	Equipment Repair				Equipment maintenance not covered under service agreement.			
6800-01	Telephone & Communication	3,100	4,149		Provides for local and long distance calls, and associated communication. Add lpads from IT Budget	4,659	4,659	4,659
	TOTAL O&M	169,500	191,084	158,500		160,059	160,059	160,059
	CAPITAL OUTLAY		-					
	TOTAL CAPITAL OUTLAY	-	-	-	TOTA	-	-	-
	TOTAL ADMINISTRATION	737,385	699,667	729,479	TOTA	728,539	728,539	728,539
				(7,906)		(8,846)	(8,846)	(8,846)
				-1.1%		-1.2%	-1.2%	-1.2%



Wages for full & part time staff.

Information Technology is responsible for providing guidance, technical assistance, support and general supervision required to properly utilize the central computer system as well as personnel system computers throughout the County.

			EXPENSES		2019	
			Labor	O&M	Capital	TOTAL
			449,307	421,801	-	871,109
		\$ -				

Statistics Personnel

IT supports 400 County users providing technical assistance
and support. Operates & maintains 60 physical & virtual
servers, 450 personal computers, 92 printers, and
networking equipment utilized by all County departments.
Supports the Assessing department and external clients by
providing cloud based storage and hosting services.

	Full Time	Part Time
IT DIRECTOR	1	
NETWORK ADMINISTRATOR	1	
COMPUTER SPECIALIST	1	
SOFTWARE SPECIALIST	2	
	5	

11-103	DEPARTMENT: INFORMATION TECHNOLOGY	NTER: INFORMATION TECHNOLOGY							
ACCT #	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	2018 ADOPTED BUDGET		2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
					l		1		
	PERSONNEL SERVICES				•	ull & part time			
5120	Wages & Salaries (FT)	265,048	285,989	293,374	285,401	319,073	319,073	319,073	319,073
5500	Employee Benefits & Taxes	84,900	99,857	115,590	107,078	130,234	130,234	130,234	130,234
	TOTAL PERSONNEL SERVICES	349,948	385,847	408,964	392,479	449,307	449,307	449,307	449,307
		,-	,-	,	,	.,	.,	.,	-,
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	3,155	3,610	4,000	3,924	4,000	4,000	4,000	4,000
6301	Professional Services	29,468	4,350	14,000	22,776	14,000	14,000	14,000	14,000
6500	Office Supplies	2,008	953	1,000	956	1,000	1,000	1,000	1,000
6503	Computer, Software, & Supplies	39,790	36,476	36,000	35,235	36,000	36,000	36,000	36,000
	Printing & Engraving	16,110	14,046	14,500		14,500	500	500	500
6512	Training, Education, & Seminars	11,827	9,108	12,000	5,372	12,000	12,000	12,000	15,000
6514	maintenance Contracts	209,535	249,553	276,285	252,213	300,193	292,593	292,593	292,593
6811	Computer Repair	7,851	7,103	8,000	7,424	8,000	8,000	8,000	8,000
6800	Telephone & Communication	83,382	92,749	88,000	81,517	81,000	53,708	53,708	53,708
	TOTAL O&M	403,125	417,948	453,785	409,418	470,693	421,801	421,801	424,801
	CAPITAL OUTLAY								
7355-02	Computer Hardware	70,804	73,771	75,000	74,213	75,000			
	TOTAL CAPITAL OUTLAY	70,804	73,771	75,000	74,213	75,000	-	-	-
	TOTAL ACTIVITY CENTER	823,878	877,566	937,749	876,110	995,000	871,109	871,109	874,109
						57,251	(66,641)	(66,641)	(63,641)
						6.1%	-7.1%	-7.1%	-6.8%

COUNTY OF CUMBERLAND

11-103	DEPARTMENT: IT			-	ACTIVITY CENTER: INFORMATION TECHNOLOGY				
ACCT #	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	N	2019 PRELIM		2019 FINAL BUDGET
5400	PERSONNEL SERVICES	000 074	005 404	040.070	W ((0) 1 1 1 1 1 1 1 1 1		040.070	040.070	040.070
5120	Wages & Salaries (FT)	293,374 5,200	285,401	319,073	Wages for full & part time staff. OT & On-call stipend funding		319,073	319,073	319,073
		5,255			a con com				
5510	Health Insurance	63,968	57,569	73,913			73,913	73,913	73,913
5520	Retirement	27,888	27,157	30,622			30,622	30,622	30,622
5530	Social Security	22,443	21,061	24,409			24,409	24,409	24,409
5540	Workers Comp	1,291	1,291	1,291			1,291	1,291	1,291
5560	Deferred Comp								
5500	Employee Benefits & Taxes	115,590	107,078	130,234			130,234	130,234	130,234
0000	TOTAL PERSONNEL SERVICES	408,964	392,479	449,307			449,307	449,307	449,307
		,	, ,	-,			.,	.,	,,,,,
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	4,000	3,924	4,000	Mileage Expense		4,000	4,000	4,000
6301	Professional Services	14,000	22,776	14,000	On site Technical Assistance		14,000	14,000	14,000
					Community GIS				
6500	Office Supplies	1,000	956	1,000	General Office Supplies		1,000	1,000	1,000
6503	Computer, Software, & Supplies	36,000	35,235	36,000	Software, upgrades and licensing		36,000	36,000	36,000
6505	Printing and Engraving	14,500	15,531	14,500	Printer and Toner cartridges		500	500	500
6512	Training, Education, & Seminars	12,000	5,372	12,000	System training		12,000	12,000	15,000
6514	Maintenance Contracts	276,285	252,213	300,193	Public Safety software packages, email, & data sharing		292,593	292,593	292,593
					Spillman Maintenance (Net of reimbursements)	\$ 161,908			
					VEEAM Software	\$ 5,400			
					VMWare	\$ 11,000			

INFORMATION TECHNOLOGY (IT)

COUNTY OF CUMBERLAND

ACCT#		ADOPTED		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	N			2019 FC BUDGET	2019 FINAL BUDGET
					Meraki	\$	6,800			
					Mcafee	\$	6,000			
					Cisco Smartnet	\$	6,400			
					PowerDMS	\$	3,000			
					ESRI- ARC GIS Maintenance	\$	10,200			
					Netmotion & Locality	\$	9,000			
					OpenFox	\$	4,800			
					GSuite (Google Mail)	\$	54,000			
					PictureLink	\$	4,685			
					Citrix	\$	9,400			
					FATPOT - To EMA	\$	-			
						\$ 2	92,593			
6611	Computer Repair	8,000	7,424	8,000	Repair equipment formerly under maintenance contract.			8,000	8,000	8,000
6800	Telephone & Communication	88,000	81,517	81,000	System wide internet, wireless access and fiber lines			53,708	53,708	53,708
	TOTAL O&M	453,785	424,949	470,693		٦	TOTAL	421,801	421,801	424,801
7355	Computer hardware for County	75,000	74,213	75,000	Communications, server and network hardware			-		
	TOTAL CAPITAL OUTLAY	75,000	74,213	75,000		٦	TOTAL	-	-	-
	TOTAL IT	937,749	891,641	995,000			TOTAL	871,109	871,109	874,109
				57,251				(66,641)	(66,641)	(63,641)

 7,251
 (66,641)
 (63,641)

 6.1%
 -7.1%
 -7.1%
 -6.8%



Personnel policies and records management

Human Resources

Don Brewer, Director

Wages for full & part time staff.

The County of Cumberland Human Resource Office is committed to creating a work environment which enables employees to thrive as individuals & contributors to Cumberland County Government mission & goals.

_	REVEN	UES					EXPENSES		2019	
		2016 Actual	2016 Actual	2013 Budget	2019 Budget		Labor	O&M	Capital	TOTAL
I							397,419	79,680	-	477,099
						No Revenues				
					\$ -					

Statistics Personnel

		Full Time	Part Time
Responsible for servicing & supporting over 405 employees	HUMAN RESOURCE DIRECTOR	1	
Responsible for recruitment & hiring of County personnel	EMPLOYEE RELATIONS COORD.	1	i
Responsible for labor relations & collective bargaining	HUMAN RESOURCES SPECIALIST	1	ĺ
Responsible for employee benefits and compensation	ADMINISTRATIVE ASSISTANT	1	i
Personnel and performance management			
Manages FMLA, ADA Leaves, and Workers' Comp		4	
Compliance with state/federal employment/labor laws			
Employee training & development			

11-103	DEPARTMENT: HUMAN RESOURCES				ACTIVITY C	ENTER: HUM	IAN RESOUR	CES	
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES								
5120	Wages & Salaries (FT)	193,138	216,970	259,191	226,573	292,361	292,361	292,361	292,361
5500	Employee Benefits & Taxes	50,378	72,606	86,737	72,289	105,058	105,058	105,058	105,058
	TOTAL PERSONNEL SERVICES OPERATIONS & MAINTENANCE	243,516	289,577	345,928	298,862	397,419	397,419	397,419	397,419
6130	Transportation & Lodging	728	1,641	3,680	1,520	3,680	3,680	3,680	3,680
6301	Professional Services	36,629	30,639	77,600	16,956	54,777	49,777	49,777	49,777
6500	Office Supplies	2,765	2,265	2,000	3,325	3,270	3,270	3,270	3,270
6505	Printing & Engraving	189	116	500	123	400	400	400	400
6506	Postal Expenses	1,411	2,072	1,250	694	1,250	800	800	800
6508	Dues	165	549	370	349	713	713	713	713
6509	Books, Periodicals, & Subscriptions	754	199	3,649	517	3,600	3,600	3,600	3,600
6512	Training, Education, & Seminars	1,354	1,708	10,890	12,884	14,590	14,590	14,590	14,590
6515	Wellness		3,071		3,336	2,000	2,000	2,000	2,000
6800	Telephone & Communication	290	534		843		850	850	850
	TOTAL O&M	44,285	42,793	102,539	40,547	84,280	79,680	79,680	79,680
	CAPITAL OUTLAY								
7361	Occupational Health & Safety Equip.	1,294	5,851	_	4,799				
	TOTAL CAPITAL OUTLAY	3,708	5,851		4,799	l -	-	-	-
	TOTAL ACTIVITY CENTER	291,509	338,221	448,467	344,209	481,699	477,099	477,099	477,099
F		· · · · · · · · · · · · · · · · · · ·				33,232	28,632	28,632	28,632
						7.4%	6.4%	6.4%	6.4%

COUNTY OF CUMBERLAND

11-103	HUMAN RESOURCES				ACTIVITY CENTER: HUMAN RESOURCES					
ACCT#		2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	ON		2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
5120	PERSONNEL Wages & Salaries (FT)	259,191	226,573	292,361	Wages for full-time departmental staff.			292,361	292,361	292,361
5520 5530	Health Insurance Retirement Social Security Workers Comp Deferred Comp	47,777 13,452 19,101 1,104 5,303	37,878 11,103 17,485 1,104 4,719	60,885 16,263 22,366 1,104 4,440				60,885 16,263 22,366 1,104 4,440	60,885 16,263 22,366 1,104 4,440	60,885 16,263 22,366 1,104 4,440
5500	Employee Benefits & Taxes TOTAL PERSONNEL SERVICES OPERATIONS & MAINTENANCE	86,737 345,928	72,289 298,862	105,058 397,419	Benefits and taxes for departmental employees.		TOTAL	105,058 397,419	105,058 397,419	105,058 397,419
6130	Transportation & Lodging	3,680	1,520		Use of personal vehicle ; mileage reimbursement HR Conferences; meals & lodging	\$ \$	1,750 1,930	3,680	3,680	3,680
6301	Professional Services	77,600	\$16,956	, in the second	Group Dynamics Section 125 FSA Admin Fee Group Dynamics Section 125 HRA Admin Fee Group Dynamics Debit Card Fee Employee Advisory Committee Wellness Program Affiliated EAP - Workforce Performance Solutions Affirmative Action/EEO EE Plan for Fed/grants ID Card Printer - Maintenance Agreement - Higgins HR Consultants - training, investigations, services	*****	875 500 1,550 5,000 25,000 9,702 3,450 700 3,000 49,777	49,777	49,777	49,777
6500	Office Supplies	2,000	\$3,325	3,270	HR Office Supplies	Ψ	40,111	3,270	3,270	3,270
6505	Printing & Engraving	500	\$123	400	Wellness Brochures/Promotional Items			400	400	400
6506	Postal Expenses	1,250	\$694	*	Departmental postage costs. Wellness Program postage costs	\$	1,250	800	800	800

HUMAN RESOURCES

COUNTY OF CUMBERLAND

ACCT#		2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	1	2019	9 PRELIM		2019 FINAL BUDGET
6508	Dues	370	\$349		MLGHRA Memberships MaineLERA Dues NPELRA Membership - Don SHRM Memberships - Dawn, Amy		75 30 90	713	713	713
6509	Books, Periodicals, & Subscriptions	3,649	\$517	3,600	HR Books/Reference material JobsInME Subsrciption Other Advertising - Craigslist, etc.	\$ 2,	100 900 800	3,600	3,600	3,600
6512	Training, Education, & Seminars	10,890	\$12,884		Leadership Academy (based on 12 participants County wide) HR/Employment/Labor Seminars & Conferences - Staff MMA HR & Management Conference - June @ Thomas C MaineLERA Conference & Meetings MUNIS Training - HR Staff SHRM-CP Certification - Books/Class/Exam - Dawn Tuition Reimbursement	\$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	500 550 50 00 000 295 395 590	14,590	14,590	14,590
6515	Wellness	2,000	3,336	2,000	Wellness Equipment (gym in each location)			2,000	2,000	2,000
6800	Telephone expense	600	843	850				850	850	850
	TOTAL O&M CAPITAL OUTLAY	102,539	40,547	84,280				79,680	79,680	79,680
7361	Occupational Health & Safety Equip.	<u>-</u>	4,799 - 4,799	-	Employee Ergonomic costs/fitness for duty	ТОТ				- - -
		448,467	344,209	481,699		TOT	AL	477,099	477,099	477,099

33,232 28,632 28,632 28,632

HUMAN RESOURCES 6.4%



Facilities Department

Bruce Tarbox, Director

Mission to provide a use Wages for full & part time staff.

buildings, by maintaining the structures, systems, grounds and vehicles to the highest standards. The department is responsible for the physical operations of the County Courthouse complex, the County Jail, Law Enforcement Center, Pre-Release Center, Emergency Management Agency, the County Parking Garage, and the new County Communications Center.

REVENUES EXPENSES 2019

	2015	2016	2017	2,018	Labor	O&M	Capital	TOTAL
FAC	20,711	15,651	12,856	-	1,662,285	918,040	7,500	2,587,825
-					ENTERRO			
					ENTERPR	SE		311,603
					TOTAL DE	PT		2,899,428

Enterprise Activities:

See last page of this section for data on the other funded activities of this department

Statistics Personnel

Responsible for Fleet maintenance e fleet 140 vehicles	Facility	Full Time	Part Time	Court lease	Jail
Responsible for 7 buildings, and over 416,350 sq feet	FACILITIES MANAGER	1			
Responsible to maintain operations for:	MAINTENANCE SUPERVISOR	1			
EMA Probate Executive	FACILITIES SUPERVISOR				1
DA Finance Garage	CUSTODIAN SUPERVISOR	1			
Treasurer CCRCC	CUSTODIAN	2	3	3	0
Deeds Sheriff Office	ELECTRICAN SUPERVISOR	1			
	ELECTRICIAN	1			1
Negotiate over \$1 million dollars in Utility costs	BUILDING TECH I	1			
	MAINTENANCE TECHNICIAN II	2		2	3
	FLEET AUTOMOTIVE SUPERVIOR	1			
	FLEET AUTOMOTIVE TECHNICIAN	1			
	EXECUTIVE ASSISTANT	1			
	ASST DIRECTOR & SAFETY COORD	1			
		14	3	5	5

11-105	DEPARTMENT: FACILITIES								
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES		- C	l & part time sta					
5120	Wages & Salaries (FT)*	716,563	866,750	1,058,483	1,008,212	1,129,615	1,129,615	1,129,615	1,129,615
5210	Seasonal/Temporary/Intern	33,540	27,254	-	-	-	-	-	-
5401	Overtime	2,701	24,609	32,510	24,702	33,323	33,323	33,323	33,323
5500	Employee Benefits & Taxes	325,195	334,950	476,987	439,419	499,348	499,348	499,348	499,348
	TOTAL PERSONNEL SERVICES	1,077,999	1,253,564	1,567,979	1,472,333	1,662,285	1,662,285	1,662,285	1,662,285
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	890	119	1,200	465	4,000	2,000	2,000	2,000
6131	Gas, Oil, & Grease	38,526	44,710	45,500	55,466	57,500	57,500	57,500	57,500
6132	Vehicle Repair	75,627	73,408	86,000	86,859	91,000	86,000	86,000	86,000
6301	Professional Services	6,968	15,609	10,500	4,474	10,500	10,500	10,500	10,500
6303	Contract Special Services	14,316	10,421	12,040	5,699	12,040	12,040	12,040	12,040
6304	Security Services	1,357	1,250	1,400	1,801	1,400	1,400	1,400	1,400
6400	Insurance- Building & Contents	41,577	32,566	53,072	32,707	53,072	53,072	53,072	53,072
6401	Insurance- Liability	2,285	1,809	2,917	16,163	16,163	16,163	16,163	16,163
6402	Vehicle Insurance	10,884	8,525	13,893	13,318	13,893	13,893	13,893	13,893
6405	Insurance - Boilers/ Mechanical	6,421	5,029	8,196	5,051	8,196	8,196	8,196	8,196
6406	Insurance- Deductible			-	-	-	-	-	-
6500	Office Supplies	2,994	1,370	1,500	773	1,500	1,500	1,500	1,500
6502	Cleaning Supplies	6,264	7,611	8,600	8,037	8,600	8,600	8,600	8,600
6504	Maintenance Supplies	15,914	8,667	17,500	13,684	18,500	18,500	18,500	18,500
6505	Printing & Engraving	2,807	732	550	457	450	450	450	450
6506	Postal Expenses	83	234	300	115	300	300	300	300
6507	Advertising		1,330	200	205	200	200	200	200
6508	Dues	323	983	950	976	950	950	950	950
6509	Books, Periodicals, & Subscriptions		2,267	-	70	150	150	150	150
6510	Tools & Implements	4,041	3,831	2,500	2,686	2,500	2,500	2,500	2,500
6511	Equipment Rental	5,629	8,641	12,040	10,998	12,040	12,040	12,040	12,040
6512	Training, Education, & Seminars	164	408	600	493	2,700	2,700	2,700	2,700
6513	Lease & service Agreements	130,584	162,414	185,400	141,596	191,000	170,000	170,000	170,000

ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual		ACTUAL	2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6514	Maintenance Contracts	53,354	52,316	64,000	47,848	67,000	67,000	67,000	67,000
6600	Cleaning & Sanitary	3,338	1,103	2,750	1,169	2,750	2,750	2,750	2,750
6601	Snow Removal	5,545	5,403	12,500	8,033	12,500	11,000	11,000	11,000
6602	Lot & Grounds Maintenance	2,546	9,596	4,000	7,706	4,000	4,000	4,000	4,000
6603	Building & Structure Repair	20,951	29,017	21,000	25,346	25,000	25,000	25,000	25,000
6604	Heating & Cooling (HVAC) Repair	25,523	17,109	18,000	14,193	18,000	18,000	18,000	18,000
6605	Electrical Repair	13,211	14,715	15,500	17,025	16,500	16,500	16,500	16,500
6606	Painting Repair	3,661	563	2,900	4,422	2,900	2,900	2,900	2,900
6607	Plumbing Repair	2,970	8,595	8,200	4,471	8,200	8,200	8,200	8,200
6608	Elevator Repair		-	1,000	388	1,000	1,000	1,000	1,000
6609	Equipment Repair	5,350	3,220	3,000	6,585	4,000	4,000	4,000	4,000
6612	Furniture Repair	1,749	1,675	1,200	3,245	1,200	1,200	1,200	1,200
6800	Telephone & Communication	2,589	3,472	3,000	1,032	3,000	3,000	3,000	3,000
6801	Electricity Utility	150,330	135,993	140,600	131,751	132,600	132,600	132,600	132,600
6802	Gas Utility	72,988	54,605	70,900	61,347	72,500	72,500	72,500	72,500
6803	Water Utility	8,272	11,424	8,300	9,965	8,300	8,300	8,300	8,300
6804	Sewer Utility	30,758	25,091	24,336	28,204	25,336	25,336	25,336	25,336
6805	Rubbish Removal	10,026	12,605	12,000	10,976	14,000	15,000	15,000	15,000
6806	Fuel Oil	1,577	130	50	1,828	200	200	200	200
6906	Paper Goods	11,687	14,245	12,000	16,200	12,000	12,000	12,000	12,000
6908	Clothing- Uniforms	3,118	124	4,500	221	4,500	4,500	4,500	4,500
6909	Clothing- Cleaning	3,036	2,834	2,300	3,570	2,400	2,400	2,400	2,400
6913	Safety Equipment	1,450	640	2,000	1,715	2,000	2,000	2,000	2,000
6950	misc expense PRC	132		-	- -	- -	<u>-</u>		
	TOTAL O&M	801,815	796,405	898,894	809,336	946,540	918,040	918,040	918,040

DEPARTMENTAL BUDGET SUMMARY

ACCT#	ACCOUNT DESCRIPTION	2015 Actual			ACTUAL	2019 BUDGET REQUEST	2019 PRELIM		2019 FINAL BUDGET
	CAPITAL OUTLAY								
7305	Building & Building Improvements	-		-	-	-	-	-	-
7315	Electrical Capital	5,541	37	-	-	-		-	-
7335	Maintenance Capital	381	-	-	180	-	-	-	-
7350	Office Equipment		149	200	-	200	200	200	200
7355	Computer Hardware	247	826	800	-	800	800	800	800
7361	Occupational Health & Safety Equip.			5,000		5,000	3,500	3,500	3,500
7365	Safety Equipment	3,414	4,195	3,000	2,528	3,000	3,000	3,000	3,000
	TOTAL CAPITAL OUTLAY	9,582	5,207	9,000	2,708	9,000	7,500	7,500	7,500
	TOTAL DEPARTMENT	1,889,396	2,055,177	2,475,873	2,284,376	2,617,825	2,587,825	2,587,825	2,587,825
						141,952	111,952	111,952	111,952

COUNTY OF CUMBERLAND

ACCT # ACCOUNT DESCRIPTION ADOPTED ADOPTED ADOPTED BUDGET ACCOUNT DESCRIPTION ACCOUNT DESCRIPTION ADOPTED BUDGET ACCOUNT DESCRIPTION ADOPTED BUDGET ACCOUNT DESCRIPTION ACCOUNT DESCRIPT	11-105	DEPARTMENT: FACILITIES									
Sample Salaries (FT)			ADOPTED	ACTUAL		LINE ITEM BUDGET REQUEST JUSTIFICAT	ION		2019 PRELIM		2019 FINAL BUDGET
Sample Salaries (FT)											
Sugar Salaries (PT)											
Seasonal/Temporary/Intern Seasonal/Temporary/Internal/Temporary/	5120	Wages & Salaries (FT)	1,058,483	1,008,212			\$	-			1,093,615
Seasonal/Temporary/Intern 32,510 24,702 33,323 Wages for required overtime work and call in work. 33,323 3					36,000	·			36,000	36,000	36,000
Social Security Social Sec				16,680		Wages for substitute custodians/ maint./ special projects	i.				
Health Insurance		· · ·									
5520 Retirement 73,115 77,239 74,676 74,676 74,676 574,676 5550 5550 5550 Social Security 83,461 77,252 86,211 66,22 66,21 66,22 66,22 66,22 66,23 66,23 70 TAL	5401	Overtime	32,510	24,702	33,323	Wages for required overtime work and call in work.			33,323	33,323	33,323
Social Security Social Sec	5510	Health Insurance	277,681	244,406	286,857				286,857	286,857	286,857
Section Sect	5520	Retirement	73,115	77,239	74,676				74,676	74,676	74,676
Deferred Comp 12,714 10,505 21,588 21,586 21,585 21,586 21,586 21,586 21,586 21,586 21,586 21,586 21,587 21,588 21,589 21,588 21,588 21,589 21,588 21,588 21,588 21,589 21,588 21,589 21,588 21,588 21,589 21,588 21,589 21,588 21,589 21,588 21,589 21,588 21,589 21,	5530	Social Security	83,461	77,252	86,211				86,211	86,211	86,211
Employee Benefits & Taxes TOTAL PERSONNEL SERVICES 1,567,979 1,489,013 1,662,285 1,662	5540	Workers Comp	30,016	30,016	30,016				30,016	30,016	30,016
TOTAL PERSONNEL SERVICES 1,567,979 1,489,013 1,662,285 1	5560	Deferred Comp	12,714	10,505	21,588				21,588	21,588	21,588
TOTAL PERSONNEL SERVICES 1,567,979 1,489,013 1,662,285 1	5500	Employee Benefits & Taxes	476,987	439,419	499,348	Taxes and benefits for departmental employees.			499,348	499,348	499,348
Transportation & Lodging		TOTAL PERSONNEL SERVICES					TC	OTAL			1,662,285
Transportation & Lodging		OPERATIONS & MAINTENANCE									
6132 Vehicle Repair 86,000 86,859 91,000 Parts and labor for automobile and machine repair. Sheriff Administration/ Support Services Sheriff Law Enforcement Sheriff General New Vehicle equipment set up \$ 8,000 86,000	6130		1,200	465	4,000	Departmental travel expenses including for training.	\$ 4	4,000	2,000	2,000	2,000
Oil & grease for Sheriff vehicles. \$ 4,500 86,000	6131	Gas Oil & Grease	45,500	55,466	57,500		\$ 9	9,000	57,500	57,500	57,500
Vehicle Repair 86,000 86,859 91,000 Parts and labor for automobile and machine repair. \$ 8,000 86,0						Tires for vehicles.	\$ 44	4,000			
Sheriff Administration/ Support Services 12,000 Sheriff Law Enforcement \$ 35,000 Sheriff General \$ 8,000 New Vehicle equipment set up \$ 28,000 Sheriff General \$ 1,500 10,						Oil & grease for Sheriff vehicles.	\$ 4	4,500			
Sheriff Law Enforcement \$ 35,000 Sheriff General \$ 8,000 New Vehicle equipment set up \$ 28,000 Sheriff General \$ 10,500 Lindoor Air Quality tests.	6132	Vehicle Repair	86,000	86,859	91,000		\$ 8	8,000	86,000	86,000	86,000
Sheriff General \$ 8,000 New Vehicle equipment set up \$ 28,000						Sheriff Administration/ Support Services	\$ 12	2,000			
New Vehicle equipment set up \$ 28,000											
6301 Professional Services 10,500 4,474 10,500 Consultants: chemical, etc. \$ 1,500 10,500 10,500 10,500 10,500											
Indoor Air Quality tests. \$ 4,900						New Vehicle equipment set up	\$ 28	8,000			
	6301	Professional Services	10,500	4,474	10,500	Consultants: chemical, etc.	\$ 1	1,500	10,500	10,500	10,500
Elevator/lift inspections. \$ 4,100						Indoor Air Quality tests.	\$ 4	4,900			
' FACILITIES						Elevator/lift inspections.	\$ 4	4,100			

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICA	TION		2019 PRELIM		2019 FINAL BUDGET
6303	Contract Special Services	12,040	5,699	12,040	Pest control. Courthouse ,LEC EMA	\$	3,040	12,040	12,040	12,040
					Hazardous Mats (lamp)	\$	3,000			
					Backflow testing	\$	500			
					Recycling Costs	\$	500			
6304	Security Services	1,400	1,801	1,400	Alarm monitoring Intrusion and Fire	\$	1,400	1,400	1,400	1,400
6400	Insurance -Building & Contents	53,072	32,707	53,072	Courthouse. Garage.	\$	53,072	53,072	53,072	53,072
					Carago.					
6401	Insurance- Liability	2,917	16,163	16,163	Departmental share of insurance.	\$	16,163	16,163	16,163	16,163
6402	Vehicle Liability	13,893	13,318	13,893	Departmental share of insurance.	\$	13,893	13,893	13,893	13,893
6405	Insurance - Boilers/ Mechanical	8,196	5,051	8,196	Departmental share of insurance.	\$	8,196	8,196	8,196	8,196
6406	Insurance- Deductible				Deductible for any insurance claim.					
6500	Office Supplies	1,500	773	1,500	Office supplies and copy paper.	\$	1,500	1,500	1,500	1,500
6502	Cleaning Supplies	8,600	8,037	8.600	Custodial supplies. (Does not include Jail secure area.)			8,600	8,600	8,600
					Car Cleaning Supplies	\$	100	-,	-,	-,
					Courthouse.	\$	6,500			
					Garage.	\$	600			
					EMA & Dispatch	\$	1,100			
					25 Pearl Street	\$	300			
6504	Maintenance Supplies	17,500	13,684	18,500	Repair supplies.			18,500	18,500	18,500
					Courthouse	\$	12,000			
					Garage.	\$	1,825			
					EMA.	\$	1,850			
					Law Enforcement Center.	\$	725			
					Communications	\$	2,100			

ACCT.#		ADOPTED		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIF	EICATION		2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6505	Printing & Engraving	550	457	450	Printing for work orders, forms, and blueprints.	\$	450	450	450	450
6506	Postal Expenses	300	115	300	Departmental postage costs.	\$	300	300	300	300
6507	Advertising	200	205	200	For material bids and personnel	\$	200	200	200	200
6508	Dues	950	976	950	NFPA AFE (American Facilities Eng.)	\$	200	950	950	950
					ASHRAE (Heating and AC Eng.)	\$	50			
					NSEE (Energy Engineers.)	\$	50			
					Electrician Licensing Fees.	\$	400			
					prime	\$	100			
=		•	•	•	recertification	\$	150			
6509	Books, Periodicals, & Subscriptions	-	70	150	Manager's Legal Bulletin. Vehicle manuals. ASHRAE Handbooks.			150	150	150
					Means Data Books. Reference manuals and code books.	\$	150			
6510	Tools & Implements	2,500	2,686	2,500	Hand tools.	\$	2,500	2,500	2,500	2,500
6511	Equipment Rental	12,040	10,998	12,040	Pagers.and cell phones	\$	1,700	12,040	12,040	12,040
					Offsite Storage	\$	5,640			
					Safety Kleen for Mechanic/Jail (oil)	\$	200			
					Copier	\$	1,500			
					Concrete cutter & others as needed	\$	310			
					lift rental	\$	3,000			
6512	Training, Education, & Seminars	600	493	2,700	OSHA Training	_		2,700	2,700	2,700
					Training safety work order system	\$	1,100			
					seminars.	\$	1,600			

COUNTY OF CUMBERLAND

ACCT#	ACCOUNT DESCRIPTION	ADOPTED	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATIO	N	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6513	Leases and Service Agreements	185,400	141,596	191,000	Leased Office Space and Common Charges Lease 10,000 square feet	191,00	0 170,000	170,000	170,000
					New- Electric Vehicle Lease				
6514	Maintenance Contracts	64,000	47,848		HVAC contract.		67,000	67,000	67,000
		,,,,,,	, , , ,		CCRCC, CCCH & EMA	29,40			,,,,,
					Sprinkler system.				
					Extinguishers.				
					Fire alarm	3,20	0		
					Elevator/lifts.	15,50	0		
					Telephone				
					Garage gate equipment.				
					Identicard				
					Work order Systems Support	5,00	0		
					Automatic Doors				
6600	Cleaning & Sanitary	2,750	1,169	2,750	Carpets cleaned in-house for cost and quality assurance.		2,750	2,750	2,750
					Courthouse. (done in house)	2,00	0		
					EMA.	25	0		
					Law Enforcement Center.	50	0		
6601	Snow Removal	12,500	8,033	12,500	Courthouse complex (includes parking lot).	5,00	11,000	11,000	11,000
					EMA & Dispatch.	7,50	0		
6602	Lot & Grounds Maintenance	4,000	7,706	4,000	Loam, seed, sod.	2,00	4,000	4,000	4,000
					Flowers, shrubbery.	50	0		
					Landscape timbers, fencing.	50	0		
					Asphalt maintenance or repair:	1,00	0		
6603	Building & Structure Repair	21,000	25,346	25,000	Doors, walls, ceilings, stairs, & windows.	3,00	25,000	25,000	25,000
					Replacement locks and keys	-,			
					Roof patches and repairs.	2,50	0		
					CCCH Replacement Air Conditioners	2,50	0		
					Carpeting and repairs	9,00	0		
					Exterior building repairs.	4,00	0		

COUNTY OF CUMBERLAND

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUST	ΓΙΓΙCATION		2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
					Replacement ceiling tiles.	\$	1,000			
6604	Heating & Cooling (HVAC) Repair	18,000	14,193	18,000	Heating & Cooling (HVAC) Repair			18,000	18,000	18,000
	3 (3, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1, 1,		1 1,100	10,000	Courthouse.	\$	11,000	,,,,,,		.,
					Garage.	\$	500			
					EMA.	\$	3,500			
					Law Enforcement Center.	\$	3,000			
6605	Electrical Repair	15,500	17,025	16,500	Identicard and control repairs.	\$	4,500	16,500	16,500	16,500
	·				Lighting-lamps and ballast, light bulbs	\$	3,000			
					Power outlets & wiring.	\$	2,000			
					Electrical repairs.	\$	7,000			
6606	Painting Repair	2,900	4,422	2,900	Preventative & ongoing maintenance.			2,900	2,900	2,900
					Courthouse.	\$	1,500			
					Garage.	\$	500			
					EMA. & communications	\$	500			
					Law Enforcement Center.	\$	400			
6607	Plumbing Repair	8,200	4,471	8,200	Preventative/ ongoing maintenance.			8,200	8,200	8,200
					Courthouse.	\$	6,000			
					Garage.	\$	700			
					EMA. And Communications	\$	1,000			
					Law Enforcement Center.	\$	500			
6608	Elevator Repair	1,000	388.2	1,000	Non-contract repairs	\$	1,000	1,000	1,000	1,000
6609	Equipment Repair	3,000	6,585	4,000	Repair for County equipment.	\$	4,000	4,000	4,000	4,000
6612	Furniture Repair	1,200	3,245	1,200	Repair material for any County furniture.	\$	1,200	1,200	1,200	1,200
6800	Telephone & Communication	3,000	1,032	3,000	Telephone Costs	\$	3,000	3,000	3,000	3,000
6801	Electricity Utility	140,600	131,751	132,600	Electricity costs for county properties			132,600	132,600 FACILI	132,600

COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICA	TION		2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
					Communications	\$	33,048			
					Garage	\$	21,852			
					СССН	\$	45,055			
					LEC	\$	18,545			
					Pearl Street	\$	14,100			
6802	Gas Utility	70,900	61,347	72,500	Natural Gas costs for county properties			72,500	72,500	72,500
					Communications- generator					
					LEC	\$	17,500			
					CCRCC Communication Bldg EMA	\$	7,000			
					Courthouse	\$	48,000			
					25 Pearl Street	\$	-			
6803	Water Utility	8,300	9,965	8,300	Courthouse LEC EMA Communication 25 Pearl	\$	6,500	8,300	8,300	8,300
	•				Garage.	\$	500			
					25 Pearl Street	\$	1,300			
6804	Sewer Utility	24,336	28,204	25,336	25 Pearl Courthouse Lec EMA Communications LEC	\$	19,336	25,336	25,336	25,336
					storm water charges	\$	6,000			
6805	Rubbish Removal	12,000	10,976	14,000	Courthouse.	\$	14,000	15,000	15,000	15,000
					Law Enforcement Center.					
					EMA & Dispatch					
					Garage					
					Pearl Street					
6806	Fuel Oil	50	1,828	200	propane			200	200	200
6906	Paper Goods	12,000	16,200	12,000	Toilet paper, sanitary napkins, paper towels.	\$	12,000	12,000	12,000	12,000
6908	Clothing- Uniforms	4,500	221	4,500	CCCH complex. (4 sets)	\$	4,500	4,500	4,500	4,500
6909	Clothing- Cleaning	2,300	3,570	2,400	Mechanic Uniforms. And rags	\$	2,400	2,400	2,400	2,400

ACCT#				2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION		2019 PRELIM		2019 FINAL BUDGET
6913	Safety Equipment	2,000	1,715	2,000	Safety shoes.	2,000	2,000	2,000	2,000
		-	-	-	Gloves & wipes for chemicals & blood pathogens. First-aid kit maintenance.		-	_	-
#DIV/0!	TOTAL O&M	898,894	809,336	946,540		TOTAL	918,040	918,040	918,040
#DI V/O:	TOTAL GAIN								
7005	CAPITAL OUTLAY								
7305	Building & Building Improvement							_	
7315	Electrical Capital	\$ -		\$ -	Energy controls (lighting) courthouse				
7335	Maintenance Capital		180						
. 555	- Capital		.00						
7350	Office Equipment	200		200	Replace misc office equipment	200	200	200	200
7330	Office Equipment	200		200	replace mise office equipment	200	200	200	200
7355	Computer Hardware	800		800	\$	800	800	800	800
7361	Occupational Health & Safety Equip.	5,000		5,000	Employee Ergonomic costs associated with		3,500	3,500	3,500
					workstations				
	Safety Program	3,000	2,528	3,000	safety training program \$	3,000	3,000	3,000	3,000
		9,000	2,708	9,000			7,500	7,500	7,500
	TOTAL CAPITAL OUTLAY								
	TOTAL FACILITIES	2,475,873	2,301,057	2,617,825		TOTAL	2,587,825	2,587,825	2,587,825
		14		5.7%			111,952	111,952	111,952
							4.5%	4.5%	4.5%

ENTERPRISE ACTIVITIES TOTAL	311,603
OVERALL DEPARTMENTAL EXPENSES	2,899,428



Facilities-Garage Operation

Wages for full & part time staff.

Mission of the parking garage is to provide a safe parking environment for staff and visitors of the Cumberland County Courthouse and surrounding areas, including business and residential customers.

REVENUES EXPENSES 2019

			2018	2019					
	2015 Actual	2016 Actual	Budget	Budget		Labor	O&M	Capital	TOTAL
GAR	39,957	7,747	-	-	Garage Operations	63,593	13,950	1,000	78,543
GAR	110,607	152,761	151,365	138,000	Garage Daily Parking				
GAR	299,749	338,735	429,264	365,000	Garage Monthly Parking				
GAR									
GAR	\$ 450,313	\$ 499,243	\$ 580,629	\$ 503,000					

Statistics Personnel

			Full Time	Part Time
Gross spaces available in the Garage	328	PARKING GARAGE OPERATOR	1	
Dedicated to the Portland Police Dept.	-52	GARAGE ATTENDANT*	0	o
Monthly contacts with the State	-100	*Wages in Facilities		
Monthly contracts with local business	-130			
County Employee parking daily	-50			
Public parking for Jury Duty	varies		1	0
and General Public				

11-103	11-103 DEPARTMENT: Facilities ACTIVITY CENTER: PARKING GARAGE 12018 12017 12019										
				2018	2017	2019					
ACCT #	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	ADOPTED	ACTUAL EXPENSE	BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET		
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	BUDGET	EXPENSE	REQUEST	PRELIM	BUDGET	BUDGET		
	DEDOONNEL OFDVIOEO				\A/	all O as a set than a	-1-"				
5400.00	PERSONNEL SERVICES	04.704	00.404		_	ull & part time	•	00.050	00.050		
	Wages & Salaries (FT)	34,794	30,124	39,863	39,310	39,852	39,852	39,852	39,852		
	Wages & Salaries (PT)	1,804		-		-			-		
	Overtime		-	4,000	10,568	7,000	7,000	7,000	7,000		
5500-03	Employee Benefits & Taxes	14,276	12,741	16,140	15,968	16,741	16,741	16,741	16,741		
	TOTAL PERSONNEL SERVICES	50,874	42,865	60,003	65,846	63,593	63,593	63,593	63,593		
	OPERATIONS & MAINTENANCE										
6500.03	Office Supplies	480	417	500	490	500	500	500	500		
	Computer Software & Supplies	400	417	300	490	300	300	300	300		
	Printing & Engraving		755	2,500	2,240	2,500	2,500	2,500	2,500		
	Advertising		755	2,300	2,240	2,300	2,300	2,500	2,300		
	ĕ			200	_	200	200	200	200		
	Tools & Implements	0.040	972	4.000	40.000	40.000	40.000	40.000	40.000		
	Equipment Repair	6,016	_	4,000	18,290	10,000	10,000	10,000	10,000		
	Telephone & Communication	847	1,292	750	638	750	750	750	750		
6905-03	Medical Supplies			-				<u> </u>			
	TOTAL O&M	7,343	3,436	7,950	21,658	13,950	13,950	13,950	13,950		
	CAPITAL										
7325-03	Furniture & Fixtures	-	-	-	-	-	-	-	-		
	Radio Equipment	-	-	1,000	-	1,000	1,000	1,000	1,000		
	TOTAL CAPITAL	-		1,000	-	1,000	1,000	1,000	1,000		
	TOTAL ACTIVITY CENTER	58,217	46,301	68,953	87,504	78,543	78,543	78,543	78,543		
						9,590	9,590	9,590	9,590		
						13.9%	13.9%	13.9%	13.9%		

11-103	2018 2017 2019 2019												
ACCT#	ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET					
	PERSONNEL				Wages for full & part time staff.								
5120-03	Wages & Salaries (FT)	39,863	39,310	39,852	Wages for full-time departmental staff.	39,852	39,852	39,852					
5205-03	Temporary				Wages for part-time departmental staff.								
5401-03	Overtime	4,000	10,568	7,000	Wages for required overtime work.	7,000	7,000	7,000					
	Health Insurance Retirement	10,129	9,552	10,501		10,501 -	10,501 -	10,501 -					
5530	Social Security	3,356	3,761	3,584		3,584	3,584	3,584					
	Workers Comp	2,655	2,655	2,655		2,655	2,655	2,655					
5560	Deferred Comp	-		-		-	-	-					
5500-03	Employee Benefits & Taxes	16,140	15,968	16,741	Taxes and benefits for departmental employees.	16,741	16,741	16,741					
	TOTAL PERSONNEL	60,003	65,846	63,593	TOTAL	63,593	63,593	63,593					
	OPERATIONS & MAINTENANCE Office Supplies	500	490	500	General office supplies used in garage operation.	500	500	500					
6500-03	Office Supplies	500	490	300	General onice supplies used in garage operation.	500	300	300					
6505-03	Printing & Engraving	2,500	2,240		60,000 garage tickets + shipping. (Now only available in 20k lots.)	2,500	2,500	2,500					
6507-03	Advertising	200		200	Newspaper job advertisements	200	200	200					
6609-03	Equipment Repair	4,000	18,290		Repair material for gate swing-arms, and mechanical readers. In Facilities	10,000	10,000	10,000					
6800-03	Telephone & Communication	750 -	638	750 -	Garage telephone costs. New system bank connection	750	750	750					

ACCT#	ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION		2019 FC BUDGET	2019 FINAL BUDGET
	Medical Supplies TOTAL O&M CAPITAL OUTLAY Furniture & Fixtures	7,950	21,658 -		Replacement medical supplies. (Expiration of existing medical supplies.) TOTAL	13,950	13,950	13,950
	Operation Equipment TOTAL CAPITAL OUTLAY TOTAL GARAGE		<u>-</u> 87,504	1,000 1,000 78,543	TOTAL	1,000 1,000 78,543	1,000 1,000 78,543	1,000 1,000 78,543
				9,590 13.9%		9,590 13.9%	9,590 13.9%	9,590 13.9%



Sheriff's Office-Administration

Kevin Joyce , Sheriff Wages for full & part time staff.

Administration and support services are responsible for providing administrative services to all aspects of the Sheriff's Office. Areas included are the Office of the Sheriff, Chief Deputy, Administrative Investigator, and Business Office. The administration focuses of the managerial needs of the organization, while the Business Office supports the financial coordination of the entire department

REVENUES EXPENSES 2019

	2015 Actual	2016 Actual	2017 Actual	2019 Budget		Labor	O&M	Capital	TOTAL
SHER	65,349	37,140	58,151	65,000	Misc revenue	911,264	295,637	3,000	1,209,901
	\$ 65,349	\$ 37,140	\$ 58,151	\$ 65,000					

Objectives Personnel

		Full Time	Part Time
Coordinate agendas and provide analysis for	SHERIFF	1	
all Sheriff Office Activities	CHIEF DEPUTY	1	
Provide leadership for strategic planning and budget	ADMINISTRATIVE INVESTIGATOR	1	
development and implementation	ADMINISTRATIVE LIEUTENANT	1	
Lead and coordinate Sheriff initiatives for more	EXECUTIVE ASSISTANT	1	
contracts with communities for cost efficient,	INVESTIGATIONS CLERK	2	
effective delivery of law enforcement services.	RECEPTION/CLERK	1	
	CAPTIAN-SUPPORT SERVICES	1	
	ACCREDITATION COORD	1	
	ADMINISTRATIVE ASST.	1	
		11	

11-106	DEPARTMENT: SHERIFF			ACTIVITY CE	NTER: ADMIN	IISTRATION/	SUPPORT SE	RVICES	
ACCT#	ACCOUNT DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES				-	II & part time s	1		
	Wages & Salaries (FT)	481,654	525,211	586,273	593,585	745,876	659,876	659,876	659,876
5205-05	Wages & Salaries (PT)	10,371		-	-	-	-	-	
5401-05	Overtime	12,708	17,694	18,000	23,806	24,000	18,000	18,000	18,000
5500-05	Employee Benefits & Taxes	171,479	194,271	228,152	221,142	233,388	233,388	233,388	233,388
	TOTAL PERSONNEL SERVICES	676,212	737,176	832,425	838,533	1,003,264	911,264	911,264	911,264
	OPERATIONS & MAINTENANCE								
	Transportation & Lodging	7,682	11,598	11,400	7,286	17,755	17,755	17,755	17,755
	Gas, Oil, & Grease	4,918	4,692	8,000	3,573	8,700	8,700	8,700	8,700
	Professional Services	11,822	8,902	11,300	22,126	11,300	11,300	11,300	11,300
	Legal Services	21,151	22,842	19,842	20,862	19,842	19,842	19,842	19,842
6401-05	Insurance - Liability	54,041	42,330	58,000	28,165	58,000	58,000	58,000	58,000
6402-05	Insurance- Vehicle	19,129	14,983	20,000	10,292	20,000	20,000	20,000	20,000
6500-05	Office Supplies	13,235	15,396	10,000	11,396	12,500	12,500	12,500	12,500
6505-05	Printing & Engraving	6,324	8,722	9,000	8,181	9,000	11,008	11,008	11,008
6506-05	Postal Expenses	5,139	2,136	4,000	1,417	4,000	4,000	4,000	4,000
6507-05	Advertising	421	269	2,500	83	2,500	2,500	2,500	2,500
6508-05	Dues	5,104	4,149	3,500	4,356	4,000	4,000	4,000	4,000
6509-05	Books, Periodicals, & Subscriptions	5,961	9,010	5,000	3,435	5,000	5,000	5,000	5,000
6511-05	Equipment Rental	18,362	14,111	10,700	12,036	10,700	10,700	10,700	10,700
6512-05	Training, Education, & Seminars	8,495	22,798	27,695	11,272	34,100	34,100	34,100	34,100
6800-05	Telephone & Communication	26,670	34,713	33,500	44,424	34,500	60,232	60,232	60,232
6908-05	Clothing- Uniforms	3,104	773	6,000	2,572	6,000	6,000	6,000	6,000

ACCT#	ACCOUNT DESCRIPTION	2015 ACTUAL	2016 ACTUAL	2018 ADOPTED BUDGET	ACTUAL	2019 BUDGET REQUEST			2019 FINAL BUDGET
6910-05	Criminal Investigation	50	2,625	4,500	1,085	4,500	4,500	4,500	4,500
6950-05	CALEA		808	5,500		5,500	5,500	5,500	5,500
	TOTAL O&N 220,049	,	220,857	250,437	192,559	267,897	295,637	295,637	295,637
	CAPITAL OUTLAY								
7350-05	Office Equipment TOTAL CAPITAL OUTLAY	850 850	2,811 2,811	3,000 3,000	2,882 2,882	3,000 3,000	3,000 3,000	3,000 3,000	3,000 3,000
	TOTAL ACTIVITY CENTER	888,670	960,844	1,085,862	1,033,974	1,274,161	1,209,901	1,209,901	1,209,901
			-	•	-	188,299	124,040	124,040	124,040
						17 3%	11 4%	11 4%	11 4%

11-106	DEPARTMENT: SHERIFF				ACTIVITY CENTER: ADMINISTRATION & SUPPORT SERVIO	CES		
ACCT#		2018 ADOPTED BUDGET	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES				Wages for full & part time staff.			
5120-05	Wages & Salaries (FT)	586,273	593,585		Wages for full-time agency staff.	624,876	624,876	624,876
3120-03	wages & Salanes (FT)	300,273	393,363		Salary Adjustment for Command Staff	024,870	024,070	024,870
					Part-time Admin-Secretary			
					Support Services Administrative Sergeant (includes benefits) (July 1 Mgr)	35,000	35,000	35,000
5205-05	Wages & Salaries (PT)							
5401-05	Overtime/On-Call Administrator	18,000	23,806	24,000	Wages for required overtime work.	18,000	18,000	18,000
5510	Health Insurance	124,702	117,699	114,300		114,300	114,300	114,300
5520	Retirement	34,266	33,466	35,899		35,899	35,899	35,899
5530	Social Security	46,227	47,031	58,895		58,895	58,895	58,895
5540	Workers Comp	17,127	17,127	17,127		17,127	17,127	17,127
5560	Deferred Comp	5,830	5,819	7,166		7,166	7,166	7,166
					Benefits			
5500-05	Employee Benefits & Taxes	228,152	221,142	233,388	Taxes and benefits for agency employees.	233,388	233,388	233,388
	TOTAL PERSONNEL SERVICES	832,425	838,533	1,003,264	20.5% TOTAL	911,264	911,264	911,264
	OPERATIONS & MAINTENANCE							
6130-05	Transportation & Lodging	11,400	7,286	17,755	Agency mileage and travel expenses	17,755	17,755	17,755
					Accreditation Conference for 3: \$6,285 (Cincinatti)			
6131-05	Gas, Oil, & Grease	8,000	3,573	8,700	To provide gas for vehicles assigned to the administration bureau. (3000 gal @\$2.90).	8,700	8,700	8,700
6301-05	Professional Services	11,300	22,126		Polygraph and psych testing. Transcription services emergency needs. Pre-employment Medical Evals - \$4100.	11,300	11,300	11,300

COUNTY OF CUMBERLAND

ACCT#		2018 ADOPTED BUDGET	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6302-05	Legal Services	19,842	20,862	19,842	To provide legal advice and representation in preparing and presenting cases of employee misconduct for all activity centers.	19,842	19,842	19,842
6401-05	Insurance - Liability	58,000	28,165	58,000	Provides agency share of liability insurance.	58,000	58,000	58,000
6402-05	Insurance- Vehicle	20,000	10,292	20,000	Fleet insurance needs through current carrier.	20,000	20,000	20,000
6500-05	Office Supplies	10,000	11,396		General Administrative needs from pens to paper. 2500	12,500	12,500	12,500
6505-05	Printing & Engraving	9,000	8,181		Generic printing needs of the agency from business cards to letterhead and includes recognition program (coins, community policing).	11,008	11,008	11,008
6506-05	Postal Expenses	4,000	1,417	4,000	Toner Cartridges (From IT Budget) Agency postage expenses & rate increase. Postage meter rental 171x4. Postage meter maintenance agreement.	4,000	4,000	4,000
6507-05	Advertising Expense	2,500	83	2,500	Recruiting and other necessary advertisements for Sheriff's Office.	2,500	2,500	2,500
6508-05	Dues	3,500	4,356		Funding to continue affiliation with local police and law enforcement organizations, CALEA, and support networks. Assoc.: Maine Sheriff Assoc., Maine Chief of Police, National Sheriff's Assn., American Jail Assoc., International Associations. \$500	4,000	4,000	4,000
6509-05	Books, Periodicals, & Subscriptions	5,000	3,435	5,000	Legal reference material, new title updates.	5,000	5,000	5,000

ADMINISTRATION/ SUPPORT SERVICES

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6511-05	Equipment Rental	10,700	12,036		Rental of equipment used in the facility. Base rental for copiers (2) 426 x 12.	10,700	10,700	10,700
					Naples Copier. Copier fees based on estimated copies. Circuit to tie to ME Public Safety for data.			
6512-05	Training, Education, & Seminars	27,695	11,272		Ongoing educational needs (usually outside the facility). Administrative support staff development training @ 7 personnel Educational reimbursements for agency 20,000 Administration. Law Enforcement. CALEA (reaccreditation confernece every 4 2,100 years)	34,100	34,100	34,100
6800-05	Telephone & Communication	33,500	44,424		Telephone services. GPS Trackers \$1000 In-State/Out State service. Wireless Phone Services Replacement-wireless equipment. Substation service. Phone maintenance.	60,232	60,232	60,232
6908-05	Clothing- Uniforms	6,000	2,572		Pagers for key personnel \$142 X 12. GPS Units-ESU/K-9 65 Patrol Aircards (From IT Budget) Provided to staff.	6,000	6,000	6,000

COUNTY OF CUMBERLAND

ACCT#		ADOPTED		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION			2019 FINAL BUDGET
6910-05	Criminal Investigation	4,500	1,085	4,500	General expenses for investigations including CD/DVD, batteries (Internal investigations).	4,500	4,500	4,500
					Material, Jail Investigation, Law Suit Prep			
6950-05	CALEA Expenses	5,500	4,600	5,500	CALEA Expenses	5,500	5,500	5,500
	TOTAL O&M	250,437	197,160	267,897	TOTAL	295,637	295,637	295,637
7350-05	CAPITAL OUTLAY Office Equipment	3,000	2,882	3,000	Misc replacement of broken/worn furniture.	3,000	3,000	3,000
	TOTAL CAPITAL OUTLAY	3,000	2,882	3,000		3,000	3,000	3,000
	TOTAL ADMIN/ SUPPORT SERVICES	1,085,862	1,038,574	1,274,161	TOTAL	1,209,901	1,209,901	1,209,901
		-		188,299		124,040	124,040	124,040
				17.3%		11.4%	11.4%	11.4%

ADMINISTRATION/ SUPPORT SERVICES



services

Sheriff's Office-Law Enforcement

Kevin Joyce, Sheriff Wages for full & part time staff.

The Law Enforcement Division maintains the responsibility to protect life, and welfare of residents of the County. As evidence of this commitment the agency patrols assigned neighborhoods, implements community policing initiatives, investigates crimes, arrests suspected violators, maintains hostage response teams, provides emergency services, maintains search and rescue teams, and supports other agencies throughout Cumberland County.

RE	VEN	UES				EXPENSES		2019	
		2015 Actual	2016 Actual	2017 Actual	2019 Budget	Labor	O&M	Capital	TOTAL
LI	EC					4,831,620	483,796	456,481	5,771,897
EN	TERI	PRISE			1,278,945	ENTERPRIS	Ε		1,278,945
					\$ 1,278,945	TOTAL DEI	PT.	_	7,050,842

Enterprise Fund:

See last page of this section for data on the Enterprise activies of this department

Statistics	Personnel	Regular		Grant & Contract			
		Full Time	Part Time	Full Time	Part Time		
Department includes Patrol and Detectives	CAPTAIN	2					
Patrol deputies respond to approx 24,000 calls annually	LIEUTENANT	3 (4)					
Detectives investigate approx. 700 cases per year	SERGEANT	7					
	DEPUTY	21 (20)		14			
The department performs, crime scene investigation	DETECTIVE	8		1			
polygraph exams, community policing, accident	COMPLAINT OFFICER	1					
reconstruction, marine patrol, OUI roadblocks,	CRIME ANALYST	1					
license and OAS activities, drug investigations,							
maintain local sex offender registry, works with							
local television to promote "fugitive files"		43	0	15	0		
The Department has 13 contracts with							
communities and school districts for police							

11-106	DEPARTMENT: SHERIFF				ACTIVITY CEI	NTER: LAW EN	IFORCEMENT		
ACCT#	ACCOUNT DESCRIPTION	2015 Actual		2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES								
5120-06	Wages & Salaries (FT)	2,161,359	2,259,934	2,636,186	2,479,381	2,705,090	2,705,090	2,705,090	2,705,090
	300000000000000000000000000000000000000	, , , , , , , , , , , , , , , , , , , ,	,,	-	, ,,,,,,	77,965	57,965	57,965	57,965
5401-06	Overtime	766,712	839,531	574,165	654,798	574,165	574,165	574,165	574,165
5500-06	Employee Benefits & Taxes	1,175,570	1,244,369	1,454,027	1,372,743	1,494,400	1,494,400	1,494,400	1,494,400
	TOTAL PERSONNEL SERVICES	4,103,642	4,343,834	4,664,377	4,506,922	4,851,620	4,831,620	4,831,620	4,831,620
	OPERATIONS & MAINTENANCE								
6130-06	Transportation & Lodging	29,733	17,907	17,200	20,057	20,600	20,600	20,600	20,600
6131-06	Gas, Oil, & Grease	157,837	140,331	175,000	169,680	200,000	200,000	200,000	200,000
6232-06	Mobile Radio Repair	11,427	12,075	15,850	8,302	15,500	15,500	15,500	15,500
6501-06	Training Supplies	23,996	37,196	4,700	-	7,000	7,000	7,000	7,000
New	Ammunition			42,125		45,977	45,977	45,977	45,977
6509-06	Books, Periodicals, & Subscriptions	6,279	646	13,710	4,800	-	-	-	-
	Training, Education, & Seminars	46,765	43,140	75,000	80,852	82,000	82,000	82,000	82,000
6905-06	Medical Supplies	4,334	3,011	3,500	1,247	3,500	3,500	3,500	3,500
6908-06	Clothing- Uniforms	51,650	51,272	40,000	49,973	42,000	42,000	42,000	42,000
	Criminal Investigation	44,261	47,767	47,219	48,014	47,219	47,219	47,219	47,219
6911-06 6950-06	Canine Supplies & Equipment CALEA Expenses	7,826 12,012	9,369 6,918	10,000	10,621	20,000	20,000	20,000	20,000
	TOTAL O&M	396,121	369,630	444,304	393,547	483,796	483,796	483,796	483,796
	CAPITAL OUTLAY								
	Vehicles	316,371	324,877	401,000		405,000	405,000	405,000	405,000
	Office Equipment	5,572	3,635	3,500	3,297	4,000	4,000	4,000	4,000
7360-06	Employee Safety Equipment	37,843	46,348	24,216	31,287	34,351	23,981	23,981	23,981
	Dive Team			4,000		4,000	4,000	4,000	4,000
	Emergency Services Unit			12,000		12,000	12,000	12,000	12,000
	Honor Guard					2,500	2,500	2,500	2,500
	VIPS					2,500	2,500	2,500	2,500
	Explorers			-		2,500	2,500	2,500	2,500
	TOTAL CAPITAL OUTLAY	359,786	374,861	444,716	34,584	466,851	456,481	456,481	456,481
	TOTAL ACTIVITY CENTER	4,859,550	5,088,325	5,553,397	4,935,052	5,802,267	5,771,897	5,771,897	5,771,897

 248,870
 218,500
 218,500
 218,500

 4.5%
 3.9%
 3.9%
 3.9%

11-106	1-106 DEPARTMENT: SHERIFF ACTIVITY CENTER: LAW ENFORCEMENT									
ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET		
5120-06	PERSONNEL SERVICES Wages & Salaries (FT)	2,636,186	2,479,381	2,705,090 41,845 20,000	Wages for full & part time staff. Wages for full-time departmental staff. 1 deputy effective July 2019. Salary & Benefits \$41845. Salary adjustment for Command Staff \$20000 Detective on Call- \$150 increased to \$400 detective stipend 10 detectives @ .15/hour	2,705,090 41,845 - 13,000 3,120	2,705,090 41,845 - 13,000 3,120	2,705,090 41,845 - 13,000 3,120		
5401-06	Overtime	574,165	654,798		Wages for required overtime for coverage of vacations, sickness, holiday, worker's compensation, disability, etc., contract holiday changes and training. Plus 2.5% to cover raises.	574,165	574,165	574,165		
5530 5540 5560	Health Insurance Retirement Social Security Workers Comp Deferred Comp Employee Benefits & Taxes	816,409 275,644 247,702 107,556 6,716	782,424 248,236 227,691 107,556 6,835 1,372,743	832,230 293,836 253,894 107,556 6,884 1,494,400	Benefits and taxes for departmental employees.	832,230 293,836 253,894 107,556 6,884 1,494,400	832,230 293,836 253,894 107,556 6,884 1,494,400	832,230 293,836 253,894 107,556 6,884		
6130-06	TOTAL PERSONNEL SERVICES OPERATIONS & MAINTENANCE Transportation & Lodging	4,664,377 17,200	4,506,922 20,057		4.0% TOTAL To pay Sheriffs office expenses for required travel (training, firearms training, etc.). Includes overnight lodging, meals, tolls, and other costs incidental to travel. Lt.Foss to FBINA and New SRD Training, advanced forensic reconstruction for 2 - \$3400	4,831,620 20,600	4,831,620 20,600	4,831,620 20,600		

ACCT #	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6131-06	Gas, Oil, & Grease	175,000	169,680	200,000	To provide gas for vehicles assigned to the law enforcement bureau. (increased cost of gasoline use of 77,139 gals at (\$2.60). Alex	200,000	200,000	200,000
	Mobile Radio Repair Electronic Equipment Repair	15,850	8,302		Fund repairs for all mobile and portable radios at the the Sheriff's Office (Approx 100 radios). \$7,500 Radar Calibration. \$4000 Accident Reconstruction cables/license/subscription \$3800	15,500	15,500	15,500
6501-06	Training Supplies	4,700	-		Misc Training Supplies Targets, Gun Cleaning Materials, CPR Supplies PowerDMS - \$2000. Sim protective gear CPR	7,000	7,000	7,000
6314	Ammunition	42,125	47,886	45,977	Mannequin Required firearm training- Law Enforcement 40 Cal Duty Law Enforcement, ESU (Reg&night) - \$32,752 Shotgun - \$1150 Rifle 223 cal - \$1300 Rifle .308 cal - \$950 9mm - \$725 Less Lethal -\$1,100 * Ammunition increased in cost by 5%, same amount of ammo required ESU- Smoke, Non-Lethal, Distraction Devices and Gas \$7,000 Add ADA, Reasonable Accommodation, Ammo \$1,000	45,977	45,977	45,977
6509-06	Books, Periodicals, & Subscription:	13,710	4,800		Law enforcement statute literature required by law. incl. LEOM's and Street Smarts.	-	-	_

COUNTY OF CUMBERLAND

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
					Maintain ongoing yearly needs. New Title 29 and 17A updates. Callyo-\$2,750, SecureView \$2,000, CID GPS Tracker \$210, LEEDS Online \$4,750			
6512-06	Training, Education, & Seminars	70,000	80,852		Provide for the training of agency members through inhouse training, training workshops and conferences to maintain the State of Maine, Maine Criminal Justice Academy, Federal, and accreditation training standards and to improve our member's skills, knowledge and abilities to deliver superior law enforcement services to our customers. Examples include: MCJA mandated annual training, crash reconstruction team, K-9 handler, Emergency Services Unit, Dive Team, Investigations, School Resource and Response to Active Shooter training. Advanced forensic reconstruction training for two.			
		5,000		5,000	Tactical/Negotiator Team Specialized Training	77,000 5,000	77,000 5,000	
6905-06	Medical Supplies	3,500	1,247	3,500	Mandatory inoculation for: Hepatitis B, TB,PPE equip.	3,500	3,500	3,500
6908-06	Clothing- Uniforms	40,000	49,973	42,000	Provided to staff under ongoing contract, increased due to staff turnover, including clothing allow/ CID.increase due to uniform cost increases.	42,000	42,000	42,000
6910-06	Criminal Investigation	47,219	48,014	47,219	For drug analysis, lab supplies and chemicals used in the booking process. "Buy Money" for Investigations. Metro Forensic Unit \$32,650.	47,219	47,219	47,219

LAW ENFORCEMENT

COUNTY OF CUMBERLAND

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6911-06	Canine Supplies & Equipment	10,000	10,621		General supplies for canine requirements. Food, equipment, Boarding of K9 Dogs and medical expenses for dog (drug search, article search, tracking) - \$10,000. Canine Replacement - \$10,000 for 2019	20,000	20,000	20,000
7345-06	TOTAL O&M CAPITAL OUTLAY Vehicles	444,304	441,433		Cost of reinstalling all equipment on new vehicle; on old vehicle remove decals, repaint, repair rust, and refurbish. New light bars-on other rotation. Vehicle fit up -9 new vehicles and refit step downs @ \$8,000 = \$72000 6- 4x2 Tahoes - \$35,500 ea - \$213,000 Fit up Emergency Equipment-\$13,500 2 4x4 SUV @ \$38,000 ea - \$76,000 1 - CID Cruiser @ \$30,500	483,796	483,796	483,796
		401,000	403,180	405,000		- 405,000	405,000	405,000
7350-06	Office Equipment	3,500	3,297	4,000	Replace broken and worn out equipment. Training room- chair replacement 25 @ \$200 Internet access for 4 substations at \$50 month.	4,000	4,000	4,000
7360-06	Employee Safety Equipment	24,216	31,287		Equipment for employees that enhance agency and public safety. 10- protective safety vests. Coming out of Non-debit CIP 3 Tactical Vests @ \$2,550 each \$7,650	23,981	23,981	23,981

LAW ENFORCEMENT

COUNTY OF CUMBERLAND

ACCT#		ADOPTED	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICA	ΓΙΟΝ	2019 PRELIM		2019 FINAL BUDGET
					Replacement equipment (3 radar units) \$7,800.	\$ 7,800			
					2 Glocks w/lights @ \$608 - \$1,216	1,216			
					1 AR 15 - \$1,235.	\$ 1,235			
					Small item electronics - \$1000.	\$ 1,000			
					1 - port1ble radio units P25 @ \$1,450	\$ 1,450			
					Mobile Radios - \$1,900. \$ 1,900				
					econd and final installment tasers payment for 20 \$ 3,280 asers \$6,000				
					Taser Cartridge \$6,100	\$ 6,100			
						\$ 23,981			
7367-06	Dive Team	3,500	2,886		Dive Team Equipment (tanks, resp, wet suit replaced). 2 new tanks @ \$1000 Tank fills = \$3000 per year incl. inspection, cert., etc. Lift		4,000	4,000	4,000
							.,,,,,	.,,,,,	.,555
7366-06	Emergency Services Unit	12,000	10,075	12,000			12,000	12,000	12,000
					Miscellaneous equipment \$3000			·	
					Night Vision Scope Batteries - \$1000.				
					Replacement uniforms and associated equipment, communication Equipment/Helmets \$8,000				
		6,500							
7368-06	Honor Guard			\$2,500	\$2,500	1	2,500	2,500	2,500
7369-06	VIPS			\$2,500	\$2,500	1	2,500	2,500	2,500
7370-06	Explorers			\$2,500	\$2,500	1	2,500	2,500	2,500
	TOTAL CAPITAL OUTLAY	450,716	450,725	466,851		TOTAL	1	456,481	456,481
	TOTAL LAW ENFORCEMENT	5,559,397	5,399,079	5,802,267		TOTAL	5,771,897	5,771,897	5,771,897
				242,870			212,500	212,500	212,500
				4.4%			3.8%	3.8%	3.8%

ENTERPRISE ACTIVITIES TOTAL 1,869,809
OVERALL DEPARTMENTAL EXPENSES 7,641,706

	Cumberland Co	nd County Jail FY 18-19 Budget									
			2016-17 Budget	2	2017-18 Budget		2017-18 Actual		2018-19 Budget		\$ Change
	EXPENSES										
	PERSONNEL SERVICES										
5120	Wages & Salaries (FT)	S	\$7,952,666	\$	8,114,582	\$	7,577,339	\$	8,317,447	\$	202,865
5401	Overtime	S	\$1,174,124	\$	1,186,304	\$	1,918,762	\$	1,215,962	\$	29,658
5510	Health Insurance	S	\$2,076,683	\$	2,124,992	\$	2,112,690	\$	2,231,241	\$	106,250
5520	Retirement	S	\$649,530	\$	689,125	\$	738,295	\$	723,581	\$	34,456
5530	Social Security	S	\$699,829	\$	711,518	\$	715,536	\$	729,306	\$	17,788
5540	Workers Compensation	S	\$260,000	\$	260,000	\$	279,921	\$	260,000	\$	-
5560	Deferred Comp	S	\$49,018	\$	47,000	\$	41,961	\$	42,000	\$	(5,000)
	TOTAL PERSONNEL:		\$12,861,850	\$	13,133,521	\$	13,384,505	\$	13,519,536	\$	386,016
		Bal	. , ,		, ,		, ,		, ,		,
	OPERATIONS & MAINT.			_						_	
6130	Transportation & Lodging	S	\$8,000		12,500	\$	12,585	\$	12,500	\$	-
6131	Gas, Oil, & Grease	S	\$32,000		30,000	\$	27,466	\$	30,000	\$	-
6132	Vehicle Repair	F	\$26,000		5,500	\$	4,249	\$	5,500	\$	-
6231	Base Radio Repair	J	\$5,500		5,500	\$	-	\$	5,500	\$	-
6300	Audit Services	J	\$5,400		5,400	\$	3,500	\$	5,400	\$	-
6301	Professional Services	S	\$13,000		8,000	\$	11,060	\$	8,000	\$	-
	Legal Service			\$	12,000	\$	44,489	\$	12,000	\$	-
6303	Contract Special Services	S	\$2,650,000		2,807,000	\$	2,924,121	\$	2,950,000	\$	143,000
6304	Security Services		\$800		800	\$	737	\$	800	\$	-
6400	Insurance - Building & Contents	J	\$91,052		94,109	\$	91,122	\$	91,122	\$	(2,986)
6401	Insurance - Liability	J	\$176,800		196,910	\$	176,936	\$	176,936	\$	(19,974)
6402	Insurance- Vehicle	J	\$17,160		19,171	\$	17,173	\$	17,173	\$	(1,997)
6500	Office Supplies	J	\$30,000		26,000	\$	30,177	\$	26,000	\$	-
6501	Training Supplies	J	\$10,000		10,000	\$	18,668	\$	10,000	\$	-
6502	Cleaning & Disinfecting Supplies	S	\$0	\$	-	\$	1,396	\$	-	\$	-
6504	Maintenance Supplies	F	\$15,500		15,500	\$	11,687	\$	15,500	\$	-
6505	Printing & Engraving		\$1,000		2,000	\$	4,734	\$	2,000	\$	-
6506	Postal Exense		\$1,800	\$	2,800	\$	7,134	\$	2,800	\$	-
6507	Advertising	J	\$5,000		5,000	\$	1,493		5,000	\$	-
6508	Dues	J	\$1,550		1,550	\$	2,154		1,550	\$	-
6509	Books, Periodicals, & Subscipt.	J	\$300		300	\$	1,191	\$	300	\$	-
6510	Tools and Implements	F	\$750		750	\$	471	\$	750	\$	-
6511	Equipment Rental	J	\$11,000		11,000	\$	17,246	\$	11,000	\$	-
6512	Training, Education, & Seminars	J	\$220,000		220,000	\$	36,177	\$	220,000	\$	-
6514	Maintenance Contracts	F	\$43,000		43,000	\$	36,327	\$	43,000	\$	-
6600	Cleaning & Sanitary	F	\$75,000		95,000	\$	92,641	\$	95,000	\$	-
6601	Snow removal & Grounds	F	\$6,000		6,000	\$	5,745	\$	6,000	\$	-
6602	Lots & Grounds maintenance		\$1,500		2,000	\$	3,044	\$	2,000	\$	-
6603	Building & Structure Repair	F	\$10,000	\$	10,000	\$	25,423	\$	10,000	\$	-

6605 Elect 6606 Paint 6607 Plum 6609 Equi 6800 Tele 6801 Elect 6802 Gas 6803 Wate 6804 Sewe 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Fooc 6904 Instit	ting & Cooling (HVAC) Repair strical Repair strical Repair string Repair subing Repair sipment Repair suphone & Communication stricity Utility Utility ser Utility ser Utility bish Removal I Oil rnative Sentencing	F F F F F F	\$31,000 \$18,500 \$7,500 \$7,250 \$18,000 \$12,000 \$260,000 \$240,000 \$19,775	\$ \$ \$ \$	31,000 18,500 15,000 7,250 20,000 12,000 260,000	\$ \$ \$ \$ \$	26,582 15,915 15,300 19,168 25,911 15,387	\$ \$ \$ \$ \$	31,000 18,500 15,000 7,250 20,000 12,000	\$ \$ \$ \$	
6606 Paint 6607 Plum 6609 Equi 6800 Tele 6801 Elect 6802 Gas 6803 Wate 6804 Sewe 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food	ating Repair Inbing Repair Inbing Repair Inpinent Repair Inphone & Communication Intricity Utility Utility Inter U	F F F F	\$7,500 \$7,250 \$18,000 \$12,000 \$260,000 \$240,000	\$ \$ \$ \$	15,000 7,250 20,000 12,000	\$ \$ \$	15,300 19,168 25,911 15,387	\$ \$	15,000 7,250 20,000	\$ \$	-
6607 Plum 6609 Equi 6800 Telep 6801 Elect 6802 Gas 6803 Wate 6804 Sewe 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Fooc 6904 Instit	nbing Repair ipment Repair sphone & Communication stricity Utility Utility er Utility rer Utility bish Removal	F F F F F	\$7,250 \$18,000 \$12,000 \$260,000 \$240,000	\$ \$ \$	7,250 20,000 12,000	\$ \$	19,168 25,911 15,387	\$	7,250 20,000	\$ \$	-
6609 Equi 6800 Telep 6801 Elect 6802 Gas 6803 Wate 6804 Sewe 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	ipment Repair sphone & Communication stricity Utility Utility er Utility er Utility bish Removal	F J F F F	\$18,000 \$12,000 \$260,000 \$240,000	\$ \$	20,000 12,000	\$ \$	25,911 15,387	\$	20,000	\$	-
6800 Telep 6801 Elect 6802 Gas 6803 Wate 6804 Sewe 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	phone & Communication stricity Utility Utility er Utility for Utility bish Removal	J F F F	\$12,000 \$260,000 \$240,000	\$	12,000	\$	15,387		,	-	
6801 Elect 6802 Gas 6803 Wate 6804 Sew 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	tricity Utility Utility er Utility er Utility bish Removal	F F F	\$260,000 \$240,000	\$	· · · · · · · · · · · · · · · · · · ·			\$	12,000	\$	_
6802 Gas 6803 Wate 6804 Seww 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	Utility er Utility ver Utility bish Removal	F F	\$240,000	-	260,000	+				•	-
6803 Wate 6804 Seww 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	er Utility rer Utility bish Removal Oil	F F		\$		\$	252,997	\$	260,000	\$	-
6804 Sewe 6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	er Utility bish Removal Oil	F	\$19,775	Ψ.	240,000	\$	198,348	\$	210,000	\$	(30,000)
6805 Rubb 6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	bish Removal Oil			\$	19,775	\$	30,958	\$	19,775	\$	-
6806 Fuel 6900/02 Alter 6903 Food 6904 Instit	Oil	F	\$140,000	\$	140,000	\$	145,843	\$	145,000	\$	5,000
6900/02 Alter 6903 Food 6904 Instit			\$18,500	\$	18,500	\$	18,416	\$	18,500	\$	-
6903 Food 6904 Instit	rnative Sentencing	F	\$4,700	\$	4,700	\$	5,277	\$	4,700	\$	-
6904 Instit		J	\$3,000	\$	3,000	\$	3,102	\$	3,000	\$	-
	d & Groceries	J	\$622,500	\$	632,500	\$	741,211	\$	644,000	\$	11,500
cooc Done	tutional Supplies	J	\$50,000	\$	45,000	\$	41,851	\$	45,000	\$	-
0900 Fape	er Goods	J	\$0	\$	-	\$	5,519	\$	-	\$	-
6907 Cloth	hing- Prisoners	J	\$45,000	\$	40,000	\$	33,767	\$	40,000	\$	-
6908 Cloth	hing- Uniforms	S	\$60,000	\$	60,000	\$	68,903	\$	60,000	\$	-
6912 Book	king Supplies	J	\$15,000	\$	15,000	\$	13,303	\$	15,000	\$	-
	Food Items - Kitchen	J	\$36,000	\$	40,000	\$	72,889	\$	40,000	\$	-
	A/ACA			\$	10,000	\$	20,544	\$	10,000	\$	-
Drug	g Testing			\$	12,000		,	\$	12,000	\$	-
	C 20% funds Pre Trial	J	\$190,000		225,000	\$	250,030	\$	225,000	\$	-
	TOTAL O&M		\$5,256,837	\$	5,517,014	\$	5,630,364	\$	5,621,556	\$	104,542
	CARITAL OLITI AV										
7005 0	CAPITAL OUTLAY	-,	\$6,000	\$	9,000	\$	0.000	Φ	9,000	¢	
7305 Cam		J			,		9,000	\$		\$	_
	niture & Fixtures	J	\$20,000		20,000	\$	20,000	\$	20,000	\$	(00,000)
	icles	J	\$37,000		60,000	\$	- 0.500	\$	34,000	\$	(26,000)
	ce Equipment	J	\$3,500		3,500	\$	3,500	\$	3,500	\$	
	nputer hardware	J	\$20,000	_	30,000	\$	30,000	\$	30,000	\$	-
	ety Equipment	J	\$25,000		25,000	\$	25,000	\$	28,000	\$	3,000
	ures/CIP	J	\$0	\$	-	\$	2,401	\$	-	\$	- (00.000)
1	OTAL CAPITAL OUTLAY		\$111,500	\$	147,500	\$	89,901	\$	124,500	\$	(23,000)
	Total Expenses		\$18,230,187	\$	18,798,035	\$	19,104,770	\$	19,265,593	\$	467,558

	NON TAX Boyonia	2016-17 Budget		2017-18 Budget		2017-18 Actual		2018-19 Budget		\$ Change
	NON TAX Revenues	1								
4100	Jail Misc revenue	\$2,400		2,400	\$	11,528	\$	10,000	\$	7,600
4600	Jail Term Reimbursements	\$75,000		75,000	\$	20,534	\$	25,000	\$	(50,000)
	DOC INMATES	\$100,000		100,000	\$	5,460	\$	10,000	\$	(90,000)
40	BOP US Marshall Service-	\$2,650,000		2,569,418	\$	2,482,247	\$	2,500,000	\$	(69,418)
1.05	BOP INS Service-20	\$50,000		50,000	\$	138,906	\$	125,000	\$	75,000
	BOP Work Release	\$33,808		33,808	\$	43,863	\$	42,500	\$	8,692
	Other County Inmates	\$538,000		219,000	\$	342,120	\$	300,000	\$	81,000
	NON TAX Revenues	\$3,449,208	\$	3,049,626	\$	3,044,658	\$	3,012,500	\$	(37,126)
	State Funding & CAP	2016-17 Budget	:	2017-18 Budget		2017-18 Actual	:	2018-19 Budget	;	\$ Change
11001	Tax Cap County Taxes	\$12,253,979	\$	12,621,594	\$	12,621,594	\$	13,126,093	\$	504,499
11001	BOC Tax payments	\$2,527,000	\$	3,127,000	\$	3,403,305	\$	3,127,000	\$	-
10607	DOC 20% Funds	\$0	\$	-					\$	-
10607	Dept of Correction Reimb	\$0	\$	-					\$	-
	State Funding & CAP	\$14,780,979	\$	15,748,594	\$	16,024,899	\$	16,253,093	\$	504,499
	Overall Budget	2016-17 Budget	2	2017-18 Budget		2017-18 Actual	:	2018-19 Budget	:	\$ Change
	NON TAX REVENUES	\$3,449,208	Ф	3,049,626	\$	3,044,658	\$	3,012,500	\$	(37,126)
	STATE & CAP FUNDING	\$14,780,979		15,748,594		16,024,899	\$	16,253,093	\$	504,499
	TOTAL REVENUES	\$18,230,187		18,798,220	\$	19,069,557	\$	19,265,593	\$	467,374
	EXPENSES	-\$18,230,187		(18,798,035)		(19,104,770)	\$	(19,265,593)	\$	(467,558)
	EXI ENGLO	ψ10,200,107	Ť	(10,100,000)	۳	(10,104,110)	Ψ.	(10,200,000)	Ψ	(101,000)
	CASH FLOW NEEDS	\$0	\$	185	\$	(35,213)	\$	0	\$	(185)
	LD 1 Cap Maximum increa	<u> </u>	\$	504,863.76						
	Jap maximam more		Ψ	\$12,621,594						
	Actual Increase			\$504,499						
	Amount under/(over) cap		\$	364.76						
	Amount under/(over) cap	П	Ψ	304.70						



Sheriff's Office-Civil Division

Kevin Joyce, Sheriff Wages for full & part time staff.

The Civil Processing Division services documents through the Sheriff's Department to individuals throughout the County. A key aspect of the division is the record keeping and review that ensures process serving is complete in every case. Documents involved in the civil process include civil complaints, summonses, divorce complaints, notices to quit, forcible entry and detainees, subpoenas, debtor capias, petitions, motions and orders.

REVENUES EXPENSES 2019

	2015 Actual	2016 Actual	2017 Actual	2019 Budget		Labor	O&M	Capital	TOTAL
CIV	245,155	234,787	244,872	277,000	Civil Process	286,966	49,950	750	337,666
				\$ 277,000					

Enterprise Fund:

See last page of this section for data on the Enterprise activies of this department

Statistics Personnel

Other areas served by "outside enterprise deputies"

		Full Time	Part Time	ENTERPRISE
The Civil Division of the Sheriff's Office served	ADMINISTRATIVE CIVIL DEPUTY	1		
approximately 10,000 services per year	CIVIL DEPUTY	3		5
(See above list for types of services)				
Areas served from this office:				
Portland				
South Portland				
Cape Elizabeth				
Scarborough				
Westbrook		4	0	5
Windham		-	-	-

COUNTY OF CUMBERLAND

11-106	DEPARTMENT: SHERIFF					NTER: CIVIL P	ROCESS		
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES				Ŭ	& part time sta	aff.		
	Wages & Salaries(FT)	187,378	191,724	199,891	190,424	204,889	204,889	204,889	204,889
5500-08	Employee Benefits & Taxes	65,487	73,461	78,716	87,765	82,077	82,077	82,077	82,077
	TOTAL PERSONNEL SERVICES	252,866	265,185	278,608	278,188	286,966	286,966	286,966	286,966
	OPERATIONS & MAINTENANCE								
6130-08	Transportation & Lodging	26,076	25,642	29,000	27,434	31,000	31,000	31,000	31,000
6500-08	Office Supplies	1,814	750	1,250	871	1,250	1,250	1,250	1,250
6505-08	Printing & Engraving	2,686	1,304	1,250	-	1,750	1,750	1,750	1,750
6506-08	Postal Expenses	5,740	10,254	11,000	9,907	11,000	11,000	11,000	11,000
6509-08	Books, Periodicals, & Subscriptions		21	750	-	750	750	750	750
6513-08	Leases & Service Agreements			-	-	-	-	-	-
6800-08	Telephone & Communication	2,713	2,942	2,200	2,171	2,600	2,600	2,600	2,600
6908-08	Clothing- Uniforms	1,865	1,678	1,600	1,200	1,600	1,600	1,600	1,600
	TOTAL O&M	40,893	42,592	47,050	41,583	49,950	49,950	49,950	49,950
	CAPITAL OUTLAY								
7350-08	Office Equipment	_		750		750	750	750	750
	TOTAL CAPITAL OUTLAY	-	-	750	-	750	750	750	750
	TOTAL ACTIVITY CENTER	293,759	307,777	326,408	319,771	337,666	337,666	337,666	337,666
						11,258	11,258	11,258	11,258
						2 40/	2 40/	2 40/	2 40/

 1,258
 11,258
 11,258
 11,258

 3.4%
 3.4%
 3.4%
 3.4%

11-106	DEPARTMENT: SHERIFF				ACTIVITY CENTER: CIVIL PROCESS			
ACCT #		2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES							
5120-08	Wages & Salaries (FT)	199,891	190,424	204,889	Wages for full & part time staff.	204,889	204,889	204,889
5510	Health Insurance	40,978	47,201	43,026		43,026	43,026	43,026
5520	Retirement	14,089	15,760	15,019		15,019	15,019	15,019
5530	Social Security	15,292	16,445	15,674		15,674	15,674	15,674
5540	Workers Comp	8,358	8,358	8,358		8,358	8,358	8,358
5560	Deferred Comp							
5500-08	Employee Benefits & Taxes	78,716	87,765	82,077	Benefits and taxes for Civil Deputies.	82,077	82,077	82,077
	TOTAL PERSONNEL SERVICES	278,608	278,188	286,966	TOTAL	286,966	286,966	286,966
6130-08	OPERATIONS & MAINTENANCE Transportation & Lodging	29,000	27,434	31,000	Mileage reimbursements for process serving. (Increasing trend)	31,000	31,000	31,000
6500-08	Office Supplies	1,250	871	1,250	Departmental office supplies including extra copy charges, special form printing, and business card printing for process serving.	1,250	1,250	1,250
6505-08	Printing & Engraving	1,250		1,750	Average of last 3 years.	1,750	1,750	1,750
6506-08	Postal Expenses	11,000	9,907	11,000	Postage fees for process serving.	11,000	11,000	11,000
6509-08	Books, Periodicals, & Subscriptions	750		750	Statute updates.	750	750	750
6513-08	Leases & Service Agreements				Pager rentals. (3)			
6800-08	Telephone & Communication	2,200	2,171	2,600	Departmental phone expenses. (average of last 3 years) Purchase Iphones (\$200*3=\$600)monthly data plans \$45 month *12 *3=\$1,620	2,600	2,600	2,600
							CIVIL	PROCESS
6908-08	Clothing- Uniforms	1,600	1,200	1,600	Uniform and clothing expenses 3@\$400	1,600	1,600	1,600

ACCT#		ADOPTED	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST				2019 FINAL BUDGET
	TOTAL O&M	47,050	41,583	49,950	TOTAL	49,950	49,950	49,950
	CAPITAL OUTLAY							
7350-08	Office Equipment	750		750	Office equipment for Civil division.	750	750	750
	TOTAL CAPITAL OUTLAY	750		750	TOTAL	750	750	750
	TOTAL CIVIL PROCESS	326,408	319,771	337,666	TOTAL	337,666	337,666	337,666
			•	11,258		11,258	11,258	11,258
				3.4%		3.4%	3.4%	3.4%

ENTERPRISE ACTIVITIES TOTAL	260,000
OVERALL DEPARTMENTAL EXPENSES	597,666



Registry of Deeds

Nancy Lane Registrar of Deeds

Wages for full & part time staff.

Mission is to maintain and preserve all documents recorded in the Registry, and to provide the public with rapid and convenient access to all recorded documents in a professional and courteous manner. The Registry is the office that processes information as it relates to the buying and selling of real property. It maintains and preserves documents such as mortgages, contracts liens and plans of surveyed property. Data is available on the internet as well as the Registry.

REVENUES EXPENSES 2019

	2015 Actual	2016 Actual	2017 Actual	2019 Budget	Type of Revenue	Labor	O&M	Capital	TOTAL
Deeds	2,118	4,647	2,577	2,500	Register of Deeds - Misc. Revenue	531,903	199,010	4,000	734,913
Deeds	1,531,605	1,581,227	1,517,875	1,910,000	Register of Deeds - Recording Fees				
Deeds	1,147,329	1,211,251	1,266,474	800,000	Register of Deeds - Transfer Tax]			
Deeds	428,028	434,453	401,451	450,000	Register of Deeds - Copies				
Deeds	-								
Deeds	\$ 3,109,080	\$ 3,231,578	\$ 3,188,378	\$ 3,162,500					

Statistics Personnel

		Full Time	Part Time
Approx number of recorded documents	REGISTER OF DEEDS	1	
each year, deeds etc 70,000	DEPUTY REGISTER	1	
	CLERK III	1	
Average number of plans 600	CLERK II	5	
Revenues derived from recording is \$1.4 million			
Transfer tax to State at 90% \$ 8,000,000			
Transfer tax to the County \$ 800,000		8	

COUNTY OF CUMBERLAND

11-107	DEPARTMENT: REGISTRY OF DEEDS								
ACCT#	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual		2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES		_	ull & part time					
5120	Wages & Salaries (FT)	405,177	442,261	374,292	384,332	381,073	381,073	381,073	381,073
5401	Overtime			=	-	-	-	-	-
5500	Employee Benefits & Taxes	153,394	167,217	140,994	139,841	150,830	150,830	150,830	150,830
	TOTAL PERSONNEL SERVICES	558,571	609,478	515,286	524,173	531,903	531,903	531,903	531,903
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	4.931	5,980	6.000	6.288	6.300	6,300	6,300	6,300
6500	Office Supplies	10,479	6,496	8,000	8,064	8,000	8,000	8,000	8,000
6505	Printing & Engraving	376	119	200	235	200	1,160	1,160	1,160
6506	Postal Expenses	16,623	14,000	10,000	13,622	14,000	14,000	14,000	14,000
6507	Advertising	406	14,000	-	10,022	-	-	-	-
6508	Dues	795	430	500	430	450	450	450	450
6512	Training & Education	2.289	3,448	3,500	2,511	3,500	3,500	3,500	3,500
6513	Leases & Service Agreements	174,226	152,009	157,600	155,158	157,600	157,600	157,600	157,600
6800	Telephone & Communication	7,950	7,775	8,000	6,698	8,000	8,000	8,000	8,000
	TOTAL O&M	218,075	190,256	193,800	193,006	198,050	199,010	199,010	199,010
	CAPITAL OUTLAY								
7350	Office Equipment	4,000	3,859	4,000	4,203	4,000	4,000	4,000	4,000
	TOTAL CAPITAL OUTLAY	4,000	3,859	4,000	4,203	4,000	4,000	4,000	4,000
	TOTAL DEPARTMENT	780,646	803,594	713,086	721,383	733,953	734,913	734,913	734,913
					•	20,868	21,828	21,828	21,828

2.9% 3.1% 3.1% 3.1%

COUNTY OF CUMBERLAND

11-107	DEPARTMENT: REGISTRY OF DEEDS							
ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL				Wages for full & part time staff.			
5120	Wages & Salaries (FT)	374,292	384,332	381,073	Wages for full-time departmental staff.	381,073	381,073	381,073
5401	Overtime				Wages for required overtime work.			
5510	Health Insurance	84,100	84,072	99,789		99,789	99,789	99,789
5520	Retirement	20,186	17,496	12,682		12,682	12,682	12,682
5530	Social Security	28,633	29,861	29,152		29,152	29,152	29,152
5540	Workers Comp	2,064	2,064	2,064		2,064	2,064	2,064
5560	Deferred Comp	6,010	6,348	7,143		7,143	7,143	7,143
5500	Employee Benefits & Taxes	140,994	139,841	150,830	Taxes and benefits for departmental employees.	150,830	150,830	150,830
	TOTAL PERSONNEL SERVICES	515,286	524,173	531,903	TOTAL	531,903	531,903	531,903
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	6,000	6,288	6,300	Travel expenses to be associated with Registry meetings and MCCA Convention. PRIA Conference	6,300	6,300	6,300
					Participating/testifying at legislative hearings			
6500	Office Supplies				General office supplies used in the Registry, Soap for			
		8,000	8,064	8,000	bathrooms and kitchen, used by Registry and Assessing	8,000	8,000	8,000
					Subscription to Portland Press Herald, Water (used by public and Assessing)			
6505	Printing & Engraving	200	235	200	Printing letterhead, stationary, & business cards. Toner Cartridges (From IT Budget)	1,160	1,160	1,160
6506	Postal Expenses	10,000	13,622	14,000	Registry postal costs in mail back of original docs Yearly fee for postal box rental.	14,000	14,000	14,000
6507	Advertising				Posting position vacancies.			

REGISTRY OF DEEDS

ACCT#	ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6508	Dues	500	430	450	Membership fees associated with the Registry of Deeds Association, PRIA	450	450	450
6512	Training & Education	3,500	2,511	3,500	Seminars & Supervisor Training, PRIA Conference	3,500	3,500	3,500
6513	Leases & Service Agreements	157,600	155,158		ACS contract (with maintenance.) Lease copy machines. (1) Plan machine contract. Records retention Parking Leases for 8 vehicles for \$150+ Postage Meter lease/maintenance	157,600	157,600	157,600
6800	Telephone & Communication	8,000	6,698		Telephone exp at Pearl Street @ \$300 month Time Warner Internet \$175 month	8,000	8,000	8,000
	TOTAL O&M	193,800	193,006	198,050	TOTA	199,010	199,010	199,010
7350	CAPITAL OUTLAY Office Equipment	4,000	4,203	4,000	Plan cabinets , Bookcases, stools and fatigue mats	4,000	4,000	4,000
	TOTAL CAPITAL OUTLAY	4,000	4,203	4,000	TOTA	4,000	4,000	4,000
	TOTAL DEEDS	713,086	721,383	733,953	TOTAL	734,913	734,913	734,913
				20,868 2.9%		21,828 3.1%	21,828 3.1%	21,828 3.1%



Mission is to fulfill legal requirements for processing estates, guardianships, name changes and adoptions. The Probate Code and rules govern the department procedures. We are dedicated to high quality service, friendly, helpful and efficient.

EXPENSES REVENUES 2019

	2015 Actual	2016 Actual	2017 Actual	2019 Budget		Labor	O&M	Capital	TOTAL
Prob	428,747	444,106	431,708	440,000	Register of Probate - Fees	483,377	134,866	-	618,243
Prob	48,663	48,674	45,801	45,000	Register of Probate - Notices				
Prob	27,763	27,443	28,811	25,000	Register of Probate - Abstracts				
Prob	17,749	15,809	18,310	13,000	Register of Probate - Handling				
Prob	33,169	25,999	27,036	22,000	Register of Probate - Forms				
Prob	\$ 556,091	\$ 562,030	\$ 551,666	\$ 545,000					

Statistics Personnel

		PROBATE	Full Time	Part Time
Some general statistics:	Cases	REGISTER OF PROBATE	1	
Estate Matters	1,105	DEPUTY REGISTER	1	
Guardianship Matters	282	CLERK II	3	
Name Changes	301	JUDGE OF PROBATE	1	
Adoption Matters	72	LEGAL SECRETARY	1	
Civil Matters	38			
Annual types of cases:	1,798			
			7	

11-108	-108 DEPARTMENT: REGISTRY OF PROBATE													
ACCT#	ACCOUNT DESCRIPTION	2015 ACTUAL	2016 ACTUAL	ADOPTED BUDGET	ACTUAL EXPENSE	BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET					
	PERSONNEL SERVICES			Nadeen Danie	els, Registrar									
5120	Wages & Salaries (FT)		267,672		318,563		356,172	356,172	356,172					
5500	Employee Benefits & Taxes	99,130	111,864	100,726	102,533	127,205	127,205	127,205	127,205					
	TOTAL PERSONNEL SERVICES	99,130	379,536	445,330	421,096	483,377	483,377	483,377	483,377					
	OPERATIONS & MAINTENANCE													
6130	Transportation & Lodging	1,300	1,528	2,000	848	1,500	1,500	1,500	1,500					
6301	Professional Services	12,190	9,507	14,000	11,193	14,000	14,000	14,000	14,000					
6305	Stenographer - Transcripts	125		500	-	500	500	500	500					
6306	Attorneys - Court Appointed	32,517	23,754	30,000	25,532	35,000	35,000	35,000	35,000					
6401	Insurance- Liability	411	352	352	353	353	353	353	353					
6500	Office Supplies	3,836	7,185	6,500	5,627	6,500	6,500	6,500	6,500					
6505	Printing & Engraving	636	231	1,000	234	500	1,338	1,338	1,338					
6506	Postal Expenses	8,536	7,081	8,400	6,706	8,000	8,000	8,000	8,000					
6507	Advertising	6,907	7,210	8,000	8,934	9,500	9,500	9,500	9,500					
6508	Dues	706	675	675	900	675	675	675	675					
6509	Books, Periodicals, & Subscriptions	5,108	6,144	6,000	6,051	6,500	6,500	6,500	6,500					
6512	Training, Education, & Seminars	8,907	2,093	1,000	4,249	1,000	1,000	1,000	1,000					
6513	Leases & Service Agreements	6,080	6,184	3,500	2,362	3,500	3,500	3,500	3,500					
6610	Office Equipment Repair			1,000	-	-	-	-	-					
6700	Abstract Fees	13,834	14,338	15,000	16,328	16,000	16,000	16,000	16,000					
6800	Telephone & Communication	817	514	500	435	500	500	500	500					
6807	Visitor Expenses	28,286	28,061	30,000	27,984	30,000	30,000	30,000	30,000					
	TOTAL O&M	130,196	114,858	128,427	117,736	134,028	134,866	134,866	134,866					
	CAPITAL OUTLAY													
7325	Furniture & Fixtures			-	-	-	-	_	_					
	TOTAL CAPITAL OUTLAY	-	-	-	-	-	-	-	-					
	TOTAL DEPARTMENT	229,326	494,394	573,757	538,832	617,405	618,243	618,243	618,243					
			•	•		43,649	44,487	44,487	44,487					
						7.6%	7.8%	7.8%	7.89					

COUNTY OF CUMBERLAND

11-108	DEPARTMENT: REGISTRY OF PROB	BATE						
		2018	2017	2019				
ACCT #	ACCOUNT DESCRIPTION	ADOPTED BUDGET	ACTUAL EXPENSE	BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
7.100.1	PERSONNEL		_/		Nadeen Daniels, Registrar		202021	202021
5120	Wages & Salaries (FT)	344,604	318,563	356.172	Wages for full & part time staff.	356,172	356,172	356,172
		,	<u> </u>	,		,	<u> </u>	ŕ
5510	Health Insurance	49,724	53,127	65,795		65,795	65,795	65,795
5520	Retirement	16,566	15,563	21,599		21,599	21,599	21,599
5530	Social Security	25,980	25,438	27,247		27,247	27,247	27,247
5540	Workers Comp	1,350	1,350	1,350		1,350	1,350	1,350
5560	Deferred Comp	7,106	7,054	11,214		11,214	11,214	11,214
5500	Employee Benefits & Taxes	100,726	102,533	127,205	Benefits and taxes for departmental employees.	127,205	127,205	127,205
	TOTAL PERSONNEL SERVICES	445,330	421,096	483,377	TOTAL	483,377	483,377	483,377
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	2,000	848	1,500	Direct travel expenses related to judicial conferences, registers' meetings, educational seminars/workshops,	1,500	1,500	1,500
					leglislative hearings.			
6301	Professional Services	14,000	11,193	14 000	Paralegal Services for the Judge of Probate;	14,000	14,000	14,000
0001	Tolessional dervices	14,000	11,133	14,000	Interpreter fees; Sheriff Service	14,000	14,000	14,000
6305	Stenographer - Transcripts	500		500	Expenses for recording and transcription	500	500	500
6306	Attorneys - Court Appointed	30,000	25,532	35,000	Appointed counsel for unprotected wards in judicial	35,000	35,000	35,000
					proceedings (Maine law requirement) and indigent parties. Continue to see a rise in need.			
					parties . Continue to see a rise in need.			
6401	Insurance- Liability	352	353	353	Liability Insurance \$138; MCCA RISK POOL \$192.52;	353	353	353
0401	insurance Liability	332		333	BROKER FEE \$21.64	333		333
6500	Office Supplies	6,500	5,627	6,500	Paper, electronic storage media, toner, docket	6,500	6,500	6,500
					pages, case folders and label system,			
					reproduction supplies, office sundries			
-	=	-	-	-	-	-	-	

REGISTRY OF PROBATE

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6505	Printing & Engraving	1,000	234	500	Printing of official probate and court forms for resale: general office printing, including letterhead, envelopes, will security labels, receipts, forms, cards: public information and education materials and brochures	1,338	1,338	1,338
					Toner Cartridges (From IT Budget)			
6506	Postal Expenses	8,400	6,706	8,000	Postage	8,000	8,000	8,000
6507	Advertising	8,000	8,934	9,500	Newspaper legal notice advertising.	9,500	9,500	9,500
6508	Dues	675	900	675	ME Probate Judges \$275; Nat'l College of Probate \$150; Cleaves Law Library \$150; ME Assn. Registers \$100	675	675	675
6509	Books, Periodicals, & Subscriptions	6,000	6,051	6,500	Bar Directory; Law books and statutes updates: Probate & Family Law, Civil Rules; Online Legal Research Subscriptions (case law)	6,500	6,500	6,500
6512	Training, Education, & Seminars	1,000	4,249	1,000	Legal Education Seminars; Staff Development Employee educational program incorrectly charged to Dept. Training account	1,000	1,000	1,000
6513	Leases & Service Agreements	3,500	2,362		Photocopier In the past, ICON service fee was charged to this account; 2017 ICON fees are now charged to surcharge account	3,500	3,500	3,500
	Computer Hardware Was formerly Computer Repair Computer Repair	1,000			Scanner, headsets	-	-	-

COUNTY OF CUMBERLAND

ACCT#		2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION				2019 FINAL BUDGET
6700	Abstract Fees	15,000	16,328		Required recording fees to Register of Deeds for deed transfers concerning probated estates. **Pass through expense		16,000	16,000	16,000
6800	Telephone & Communication	500	435		Local and long distance telephone charges, mobile telephone services, radio paging services for on call response		500	500	500
6807	Visitor /Fingerprint Expe	30,000	27,984		Visitor fees in adult guardianship cases as required by Maine law. Another area seeing expanded growth. **Pass through expense		30,000	30,000	30,000
	TOTAL O&M	128,427	117,736	134,028	тс	OTAL	134,866	134,866	134,866
7325	CAPITAL OUTLAY Furniture & Fixtures				Judges chambers, lights, chair paint				
7355	Computer Hardware	-	-	-	Court Recording		-	-	-
	TOTAL CAPITAL OUTLAY	-	-	-	тс	OTAL	-	-	-
	TOTAL PROBATE	573,757	538,832	617,405	TC	OTAL	618,243	618,243	618,243

 43,649
 44,487
 44,487
 44,487

 7.6%
 7.8%
 7.8%
 7.8%



Alex Kimball, Deputy County Manager of Finance

Mission of the Finance Office is to administer to the financial needs of the County, in a prudent and professional manner in accordance with the generally accepted accounting practices called GAAP. To provide strategic financial advice to the Manager and Commissioners of the County.

REVENUES EXPENSES 2019

2015 Actual	2016 Actual	2017 Actual	2019 Budget	Labor	O&M	Capital	TOTAL
	No revenues	3,643		459,909	94,902	1,000	555,811
		,	\$ -				

Statistics Personnel

Process cash exceeding \$40 million dollars annually Produce over 21,000 paychecks annually Administer benefits for 400 employees Purchase orders for over \$1.3 million annual Pay over 10,000 invoices annually Provide all financial reporting and analysis Preparation and completion finance audit

	Full Time	Part Time
Deputy Manager	1	
Accounting Clerk	2	0
Deputy Finance Director	1	
Payroll Supervisor	1	
	0	
	5	0

11-109	DEPARTMENT: FINANCE	FINANCE DEF							
ACCT#	ACCOUNT DESCRIPTION	2015 Actual		2018 ADOPTED BUDGET		2019 BUDGET REQUEST	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	DED00111/E1 0ED1/10E0								
	PERSONNEL SERVICES		ľ	l & part time sta					2 / 2 2 2 -
	Wages & Salaries (FT)	292,718	253,568	290,648	266,958	342,097	342,097	342,097	342,097
	Overtime	22,661	25,212	10,000	15,345	5,000	5,000	5,000	5,000
5500	Employee Benefits & Taxes	92,321	86,028	90,825	88,143	112,812	112,812	112,812	112,812
	TOTAL PERSONNEL SERVICES	407,700	364,809	391,473	370,446	459,909	459,909	459,909	459,909
6130	Transportation & Lodging	162	153	1,000	69	1,000	1,000	1,000	1,000
	Accounting & Audit Fees	16,835	17,785	22,000	18,234	22,000	22,000	22,000	22,000
	Insurance- Liability	24	165	370	10,254	370	370	370	370
	Office Supplies	3,325	7,498	5,500	6,223	5,500	5,500	5,500	5,500
	Printing & Engraving	5,310	341	500	460	500	1,512	1,512	1,512
	Postal Expenses	12,399	6,613	6,250	5,555	6,250	6,250	6,250	6,250
6508	Dues	1,960	175	1,220	1,340	1,220	1,220	1,220	1,220
	Books, Periodicals, & Subscriptions	1,500	175	50	1,540	50	50	50	50
6512	Training, Education, & Seminars	35	1,111	2,000	_	2,000	2,000	2,000	2,000
6513	Leases and Service Agreements	30,715	1,111	3,600		2,000	2,000	2,000	2,000
	Maintenance Contract	00,710	44,630	46,000	67,823	55,000	55,000	55,000	55,000
6800	Telephone & Communication	50	44,000	-	-	-	-	-	-
0000	TOTAL O&M		78,471	88,490	99,703	93,890	94,902	94,902	94,902
	CAPITAL OUTLAY	70,814	70,471	00,490	99,703	93,090	94,902	94,902	94,902
7325	Furniture & Fixtures	5,346		1,000	78	1,000	1,000	1,000	1,000
1323	TOTAL CAPITAL OUTLAY			1,000	78	1,000	1,000	1,000	1,000
	TOTAL CAPITAL OUTLAY	5,546	-	1,000	10	1,000	1,000	1,000	1,000
	DEPARTMENT TOTAL	483,860	443,280	480,963	470,227	554,799	555,811	555,811	555,811
						73,836	74,848	74,848	74,848

15.4% 15.6% 15.6% 15.6%

11-109	DEPARTMENT: FINANCE				Department- FINANCE DEPARTMENT			
ACCT#	ACCOUNT DESCRIPTION	ADOPTED	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
5120	PERSONNEL SERVICES Wages & Salaries (FT)	290,648	266,958	342,097	Wages for full & part time staff. Wages for full-time departmental staff. Add Joint Finance/HR Position	342,097	342,097	342,097
5401	Overtime	10,000	15,345	5,000	Wages for required overtime work.	5,000	5,000	5,000
5520 5530	Health Insurance Retirement Social Security Workers Comp Deferred Comp	41,809 21,334 23,382 1,350 2,950	40,845 22,250 21,497 1,350 2,200	56,478 24,908 26,553 1,350 3,523		56,478 24,908 26,553 1,350 3,523	56,478 24,908 26,553 1,350 3,523	56,478 24,908 26,553 1,350 3,523
5500	Employee Benefits & Taxes TOTAL PERSONNEL SERVICES	90,825 391,473	88,143 370,446	112,812 459,909	Taxes and benefits for departmental staff.	112,812 459,909	112,812 459,909	112,812 459,909
6130	OPERATIONS & MAINTENANCE Transportation & Lodging	1,000	69	1,000	Costs to attend conferences and mileage	1,000	1,000	1,000
6300	Accounting & Audit Fees	22,000	18,234	22,000	Annual Audit Fees and CAFR prep	22,000	22,000	22,000
6401	Insurance- Liability	370		370	Departmental share of insurance costs.	370	370	370
6500	Office Supplies	5,500	6,223	5,500	Departmental office supply costs.	5,500	5,500	5,500
	Printing & Engraving Postal Expenses	500 6,250	460 5,555		Envelope, pr checks, ap checks and printing . Toner Cartridges (From IT Budget) Postage costs.	1,512 6,250	1,512 6,250	1,512 6,250

11-109	DEPARTMENT: FINANCE				Department- FINANCE DEPARTMENT			
ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET	2017 ACTUAL EXPENSE	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION		2019 FC BUDGET	2019 FINAL BUDGET
6508	Dues	1,220	1,340	1,220	GFOA. For Finance and County	1,220	1,220	1,220
6509	Books, Periodicals, & Subscriptions	50		50	Subscription to Payroll Updates	50	50	50
6512	Training, Education, & Seminars	2,000		2,000	NESGFOA Conference, day classes	2,000	2,000	2,000
6513	Leases & Service Agreements	3,600		-	Photocopier	-	-	-
6514	Maintenance Contract	46,000	67,823	-	Maintenance contract for munis software Add Project Accounting Module, Access on Demand Timekeeping Software	55,000	55,000	55,000
6800	Telephone & Communication TOTAL O&M	88,490	99,703	93,890	Phone expenses.	94,902	94,902	94,902
7325	CAPITAL OUTLAY Furniture & Fixtures CAPITAL OUTLAY	1,000 1,000	78 78	1,000 1,000	Office replacement needs.	1,000 1,000	1,000 1,000	1,000 1,000
	TOTAL FINANCE	480,963	470,227	554,799	TOTAL	555,811	555,811	555,811
				73,836		74,848	74,848	74,848
				15.4%		15.6%	15.6%	15.6%



Cumberland County Regional Communications Center William Holmes, Director

Mission to provide the citizens of Cumberland County, and the public safety agencies that we service, with the highest possible standards of Public Safety communications by providing well trained communications officers, updated technology and by working together with the communities we serve to reach these goals.

REVENUES 2019

LVLINULS				_			2019	
		2018	2019		Labor	O&M	Capital	TOTAL
Revenue	Service	REVENUES	REVENUES		2,812,499	322,540	12,000	3,147,039
Baldwin	Fire & Rescue	10,728	11,215	[
Casco	Fire & Rescue	26,325	27,520					
Chebeague Island	Fire & Rescue	2,354	2,415	-				
Cumberland	Fire/Res/PD	145,944	152,544					
Frye Island	Fire/Res/PD	9,730	10,171					
Gorham	Fire/Res/PD	341,544	357,021					
Gray	Fire & Rescue	54,603	57,076					
Harpswell	Fire & Rescue	33,346	34,859					
Harrisson	Fire & Rescue	19,206	20,077					
Long Island	Fire & Rescue	1,618	1,691					
Naples	Fire & Rescue	27,240	28,475					
New Gloucester	Fire & Rescue	38,989	40,757					
Raymond	Fire & Rescue	31,301	32,623					
Windham	Fire/Res/PD	354,471	370,533					
Bridgton	PP/FD/EMS	108,630	113,554					
Verizon Lease		24,000	24,000					
Standish	Fire & Rescue		74,224					
North Yarmouth	Fire & Rescue	25,305	26,064					
		1,152,472	1,384,820					

Statistics Personnel

	Communications	Full Time	Part Time
The CCRCC serves as the primary dispatch center for 16	COMMUNICATIONS DIRECTOR	1	
communities in Cumberland County.	DEPUTY DIRECTOR	1	
	LEAD SUPERVSIOR	1	
In 2016 we handled 92,703 calls for service.	SHIFT SUPERVISOR	5	
	DISPATCHER	29.5	5
In 2016 we anwsered 29,626 emergency 9-1-1 calls.			
		37.5	5

11-110												
ACCT #	ACCOUNT DESCRIPTION	2045 A atrial	2040 A stud	ADOPTED	2017 ACTUAL	2019 BUDGET	2040 PDELIM	2019 FC	2019 FINAL			
ACCT #	ACCOUNT DESCRIPTION	2015 Actual	2016 Actual	BUDGET	EXPENSE	REQUEST	2019 PRELIM	BUDGET	BUDGET			
	PERSONNEL SERVICES											
5120	Wages & Salaries (FT)	1,580,755	1,602,036	1,704,161	1,672,257	1,756,366	1,756,366	1,756,366	1,756,366			
5205	Wages & Salaries (PT)	23,904	22,108	32,336	41,414	33,144	33,144	33,144	33,144			
5401	Overtime	255,077	224,160	180,000	239,093	184,500	184,500	184,500	184,500			
5500	Employee Benefits & Taxes	616,328	688,930	786,394	786,193	838,488	838,488	838,488	838,488			
	TOTAL PERSONNEL SERVICES	2,476,064	2,537,234	2,702,891	2,738,957	2,812,499	2,812,499	2,812,499	2,812,499			
	OPERATIONS & MAINTENANCE											
6130	Transportation & Lodging	8,055	12,238	10,000	9,294	10,000	10,000	10,000	10,000			
6131	Gas, oil and Grease	2,741	1,228	4,800	1,079	1,200	1,200	1,200	1,200			
6230	Radio Site Rental	75,925	96,286	98,345	94,853	103,262	103,262	103,262	103,262			
6231	Base Radio Repair	11,994	22,698	10,000	5,151	10,000	10,000	10,000	10,000			
6301	Professional Services	•	420	1,500	1,600	1,500	1,500	1,500	1,500			
6401	Insurance-Liability	290		300	166	300	300	300	300			
6500	Office Supplies	5,275	4,266	6,500	2,433	6,500	6,500	6,500	6,500			
6505	Printing & Engraving	1,884	78	500	-	500	2,178	2,178	2,178			
6506	Postal Expenses	1,670	1,773	900	1,726	1,000	1,000	1,000	1,000			
6507	Advertising	•	,	-	-	-	-	-	-			
6508	Dues	628	1,152	1,200	1,459	1,400	1,400	1,400	1,400			
6509	Books, Periodicals, & Subscriptions	319	1,322	200	-	200	200	200	200			
6511	Equipment Rental	145	119	-	-	-	-	-	-			
6512	Training, Education, & Seminars	41,582	56,204	52,000	5,080	52,000	52,000	52,000	52,000			
6513	Leases & Service Agreements	47,241	60,038	95,727	95,725	96,000	96,000	96,000	96,000			
6609	Equipment Repair	,	1,425	1,000	-	1,000	1,000	1,000	1,000			
6800	Telephone & Communication	28,474	28,924	30,000	30,882	30,000	30,000	30,000	30,000			
6908	Clothing & Uniforms	1,894	4,032	6,000	3,009	6,000	6,000	6,000	6,000			
	TOTAL O&M	228,118	292,203	318,972	252,456	320,862	322,540	322,540	322,540			
	CAPITAL OUTLAY			3.3,372	202, 100	323,302	322,310	322,310	322,310			
7350	Office Equipment	114	101	_	_	_	_	_	_			
7365	Radio Equipment	4,376	7,917	12,000	9,529	12,000	12,000	12,000	12,000			
7 303	TOTAL CAPITAL OUTLAY			12,000	9,529	12,000	12,000	12,000	12,000			
	TOTAL COMMUNICATIONS	4,490 2,708,672	8,018 2,837,455	3,033,863	3,000,943	3,145,361	3,147,039	3,147,039	3,147,039			
	TOTAL CONTINUONICATIONS	2,100,012	2,037,433	3,033,003	3,000,943	3,143,301	3,147,039	3,147,039	3,147,039			

111,497 113,175 113,175 113,175 3.7% 3.7% 3.7% 3.7%

COUNTY OF CUMBERLAND

11-110	DEPARTMENT: EMERGENCY COMM									
		2018 ADOPTED	2017 ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIF	FICATION		2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
	PERSONNEL SERVICES				Wages for full & part time staff.					
5120	Wages & Salaries (FT)	1,704,161	1,672,257	1,756,366	Wages for full-time departmental staff.			1,756,366	1,756,366	1,756,366
5210-05	Seasonal/ Temporary/ Intern	32,336	41,414	33,144	Wages for part-time departmental staff. +35???			33,144	33,144	33,144
					(4 trainees x 40 hours x 18 weeks @ \$ per hour					
5401	Overtime	180,000	239,093	184.500	Wages for required overtime work. +35???			184,500	184,500	184,500
		,	,	,,,,,,,				,,,,,,	. , , , , , , , , ,	,,,,,
5510	Health Insurance	463,883	468,047	499,837				499,837	499,837	499,837
5520	Retirement	168,413	166,986	180,154				180,154	180,154	180,154
5530	Social Security	146,612	143,674	151,012				151,012	151,012	151,012
5540	Workers Comp	7,486	7,486	7,486				7,486	7,486	7,486
5560	Deferred Comp		-					-		
5500	Employee Benefits & Taxes	786,394	786,193	838,488	Taxes and benefits for departmental employees.			838,488	838,488	838,488
	TOTAL PERSONNEL SERVICES	2,702,891	2,738,957	2,812,499		4.1%		2,812,499	2,812,499	2,812,499
	OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	10,000	9,294	10,000	Lodging, Food, Travel and mileage reimbursements		10,000	10,000	10,000	10,000
6404	Cas Oil and Crasss	4 800	4.070	1 200	Gas for Communication vehicle/ Diesel		1 200	1 200	1 200	4 200
6131	Gas, Oil and Grease	4,800	1,079	1,200	Gas for Communication Vehicle/ Dieser		1,200	1,200	1,200	1,200
6230	Radio Site Rental	98,345	94,853	103,262		\$	98,345	103,262	103,262	103,262
					Towers at Harrison,Portland,Gray, Harpswell Towers at Casco and CCRCC					
					Add 5 % annual increase	\$	4,917			
						\$	EMERC	ENCY COM	MUNICATION	DNS
-	'	l	1	•						RCC '

CCRCC

COUNTY OF CUMBERLAND

ACCT#		2018 ADOPTED BUDGET		2019 BUDGET REQUEST			2019 PRELIM	2019 FC BUDGET	2019 FINAL BUDGET
6231	Base Radio Repair	10,000	5,151	10,000	Funds radio transmitter and receiver repairs and preventative maintenance. \$7200 for annual contract	10,000	10,000	10,000	10,000
6301	Professional Services	1,500	1,600	1,500	Legal Reviews and transcription	1,500	1,500	1,500	1,500
6401	Insurance-Liability	300	166	300		300	300	300	300
6500	Office Supplies	6,500	2,433	6,500	General Administrative needs from pens to paper. Paper, envelopes, notebooks, paper clips Fax machine printer cartridges. Toner cartridges. Recorder tapes.	6,500	6,500	6,500	6,500
6505	Printing & Engraving	500		500	Letter head paper., Business cards, and badges and Year end reports	500	2,178	2,178	2,178
6506	Postal Expenses	900	1,726	1,000	Toner Cartridges (From IT Budget Departmental postage expenses.	1,000	1,000	1,000	1,000
6507	Advertising	-			Ads for personnel vacancies in local paper	1,000	-	-	-
6508	Dues	1,200	1,459	1,400	National Emergency Number Association (2). APCO Membership -2, News	1,400	1,400	1,400	1,400
6509	Books, Periodicals, & Subscriptions	200		200	Legal reference materials. News from several local source subscriptions	200	200	200	200
6511	Equipment Rental	-		-	Rental of equipment used by the communications center.	\$ -	-	-	-
					Pagers	EMERG	ENCY COM	MUNICATION	D _{NS}

CCRCC

ACCT#	ACCOUNT DESCRIPTION	2018 ADOPTED BUDGET		2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICA	ATION		2019 PRELIM		2019 FINAL BUDGET
6512	Training, Education, & Seminars	52,000	5,080	52,000	Yearly Mandated Training CTO/ETC/911/METRO/CPR Out of State Spillman (1) Out of State APCO		52,000	52,000	52,000	52,000
6513	Leases & Service Agreements	95,727	95,725	96,000	Acorn Recorder Maintenance Lease new photo copier Copy charges. RCM Maintenance agreement Code Red Annual plus 9-1-1 Data Schedule Express Crown Point AQUA Second License RCM Zetron agreement	* * * * * * * * *	2,450 1,700 500 52,212 21,500 4,705 640 500 11,520	96,000	96,000	96,000
6609	Equipment Repair	1,000		1,000	Funds to support ongoing equipment maintenance. Shredder, fax, recorder maintenance. Equipment repairs not covered by the maintenance contract.		1,000	1,000	1,000	1,000
6800	Telephone & Communication	30,000	30,882	30,000	Telephone services. Wireless Data Connections In-state charges (500/month) Out of state charges (100/month) Line charges on 14 lines. Cell Phone for Director of Communications	\$	30,000 EMERG	30,000 ENCY COM	30,000	30,000 ONS RCC

ACCT#	ACCOUNT DESCRIPTION	ADOPTED	ACTUAL	2019 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION			2019 FC BUDGET	2019 FINAL BUDGET
					Cell phone for comm center ESCB 911 Lines				
6908	Clothing- Uniforms TOTAL O&M	6,000	3,009 252,456	6,000	Uniforms for dispatchers \$	6,000	6,000	6,000	6,000
7350	CAPITAL OUTLAY Office Equipment				Dispatcher chair replacement				
7365	Needed Equipment	12,000	9,529	12,000	Telephones / Appliances / UPS / Televison \$ Workstation parts / Schredder / Misc Radio equipment	12,000	12,000	12,000	12,000
	TOTAL CAPITAL OUTLAY	12,000	9,529	12,000	\$	12,000	12,000	12,000	12,000
	TOTAL COMMUNICATIONS	3,033,863	3,000,943	3,145,361			3,147,039	3,147,039	3,147,039
				111,497 3.68%			113,175 3.7%	113,175 3.7%	113,175 3.7%

	NON-D	EPARTMENTAL & DEBT SERVICE								
ACCT	ACCT		2015	2016		2018 FINAL	2019 BUDGET	2019	2019 FC	2019 FINAL
#		DESCRIPTION	ACTUAL	ACTUAL	2017 Actual					BUDGET
		PRINCIPAL								
11-120		2012-Civic Center Referendum Ref \$33M Payment	790,500	1,000,000	1,100,000	1,200,000	1,300,000	1,300,000	1,300,000	1,300,000
11-120		2008 Debt Principal for Interoperability Referendum	85,000	85,000	85,000	85,000	-	-	-	-
11-120		2003- Civic Center Revolving Bond -to Civic Ctr Page	400,400	400,400	556,613	550,400	350,000	,	350,000	350,000
11-120		2012-County Debt under Charter- Principal \$2.775M	320,000	320,000	210,000	200,000	195,000	/	195,000	195,000
		2014- County CIP Debt	130,000	140,000	150,000	140,000	170,000	170,000	170,000	170,000
		2016- County CIP Debt			140,000		280,000	280,000	280,000	280,000
		2018- County CIP Debt				100,000	274,000		274,000	274,000
		TOTAL BOND DEBT SERVICE	1,725,900	1,945,400	2,241,613	2,415,400	2,569,000	2,569,000	2,569,000	2,569,000
44.400		INTEREST	4 000 500	007.000	075 400	000 500	000 500	000 500	000 500	000 500
11-120		2012-Civic Center Referendum Ref \$33M Interest	1,002,500	997,203	975,103	932,500	908,500	908,500	908,500	908,500
11-120		2008 Debt Interest for Interoperability Referendum	56,844	54,616	49,513	49,513	-	-	-	-
11-120		2003- Civic Center Revolving Bond - to Civic Ctr page	36,315	-	56,409	65,000	63,488	63,488	63,488	63,488
11-120		2012-County Debt under Charter- Interest \$2.775M	23,235	-	197,294	37,005	33,005	33,005	33,005	33,005
		2014- County CIP Debt	28,713	24,831	=	18,937	29,763	,	29,763	29,763
		2016- County CIP Debt 2018- County CIP Debt			-	39,400 36,222	57,563 117,903	,	57,563	57,563
		TOTAL BOND DEBT INTEREST	1,147,606	1,076,649	1,278,318		1,210,222	117,903 1,210,222	117,903 1,210,222	117,903 1,210,222
		TOTAL BOIND DEBT INTEREST	1,147,000	1,070,049	1,270,310	1,170,377	1,210,222	1,210,222	1,210,222	1,210,222
		DEBT EXPENSE - LOANS								
11-120		TAN Bank Charge/and Rating Agencies	27,050	25,436	22,300	35,000	35,000	35,000	35,000	35,000
11-120		TAN Legal Fees	7,500	6,023	15,075	6,000	6,000	6,000	6,000	6,000
11-120		TAN Interest	18,964	49,169	117,533	100,000	150,000	150,000	150,000	150,000
		TOTAL DEBT EXPENSE - LOANS	53,514	80,629	154,908	141,000	191,000	191,000	191,000	191,000
		NON-DEPARTMENTAL								
11-140		Retiree Life Insurance	6,382	5,798	5,879	7,000	6,000	6,000	6,000	6,000
11-140		Unemployment Insurance	29,932	17,636	9,371	30,000	30,000	30,000	30,000	30,000
11-141	5501	Salary / Benefits / Termination Pay	204,300	224,300	300,000	300,000	300,000	300,000	300,000	300,000
11-141	9526	County Capital Improvement Reserve for CIP	68,980	88,500	190,250	364,500	387,500	396,100	396,100	396,100
11-141		Civic Center Operational Subsidy	425,000	564,101	273,476	550,000	300,000	300,000	300,000	300,000
11-141		Contingent Appropriation	1,510	3,517	1,175	30,000	30,000	30,000	30,000	30,000
11-141		Referendum and Public Information	104,750	32,852	20,801	55,000	155,000	125,000	125,000	125,000
[0.00	TOTAL NON-DEPARTMENTAL	840,853	936,703	800,952		1,208,500	1,187,100	1,187,100	1,187,100
				1		, , , , , , , , ,	, , , , , , , , , ,	. , . ,	, , , , , ,	, , , ,
		TOTAL NON-DEPARTMENTAL & DEBT SERVICE	3,767,874	4,039,381	4,475,791	5,071,477	5,178,722	5,157,322	5,157,322	5,157,322
							107.045	05.045	<u> </u>	

107,245 85,845 85,845 85,845

COUNTY OF CUMBERLAND FISCAL YEAR 2019

These organizations receive funding from varied sources and provide services to residents throughout Cumberland County. Each year requests for funding are reviewed and evaluated based on services provided to the County.

No estimate column is listed since all grants are expended in quarterly invoices.

11-130	Grants							
ACCT#		FINAL	2017 FINAL BUDGET	FINAL	2019 GRANT REQUEST	2019 PRELIM		2019 FINAL BUDGET
8002	Cumberland County Extension Association	145,124	154,871	154,871	154,871	139,871	139,871	139,871
8003	Cumberland County Soil & Water	20,000	32,000	20,000	20,000	20,000	20,000	20,000
8005	Portland Public Library	10,808	9,727	9,727	9,727	9,727	9,727	9,727
8007	So. Maine Emergency Medical Services	3,970	-	-				
8008	Threshold to Maine	662	-	-				
		1			-			
	Total	180,564	196,598	184,598	184,598	169,598	169,598	169,598

Cumberland County Extension Association: Programs are focused in major issue areas of agriculture and natural resources; families, health, and nutrition; youth, 4-H, and child development; business and economics;

Cumberland County Soil & Water: Provides for the conservation of the soil and water resources of Cumberland County and for the control and prevention of soil erosion.

Portland Public Library: Provides a full range of services to Cumberland County residents to include lending library materials, interlibrary loans, access to computerized data banks, and is a community resource center.

Southern Maine Emergency Medical Services: Supports the training and licensing requirements necessary for emergency service personnel at the basic emergency medical technician and advanced life support levels, and develops community outreach programs such as training first responders in industrial settings.

Threshold to Maine: Provides information, education and support to community residents advocating for natural resource protection through community restoration. Programs are initiated, sponsored, and directed to improve

HUMAN SERVICE AGENCIES IN CUMBERLAND COUNTY

The county will distribute to agencies that meet the "new four criteria" model established by the Commissioners.

Vendor		2016 Budget	2017 Budget	2018 Budget	2019 Agency			Commissioner	
Number	BY VENDOR NAME:	Commissioners	Commissioners	Commissioners	Request	2019 Prelim	Committee	S	
428	Planned Parenthood of N.N.E.	1,613	1,210	-				-	
	Learning Works- Was Portland West Service Works	3,163	3,163	-				-	
-	Sexual Assault Response Services of So. ME	3,800							
	Community Counseling Center - TIP	14,472							
	Community Counseling Center - Jail ACT (Spring Harbor	33,767							
179	Center for Community Dental Health	3,444							
4914	Mid Coast Hunger Prevention Program	2,137							
96	Tedford Shelter	5,210		5,000	5,000	5,000	5,000	5,000	
210	Family Crisis Services	15,518	15,518	5,000	5,000	5,000	5,000	5,000	
4165	CCM Mental Health Support & Recovery Serv.	8,683							
	Day One	10,238	10,238	10,238	10,238	10,238	10,238	10,238	
		2016 Budget	2017 Budget	2018 Budget	2019 Agency		2019 Finance	Commissioner	
	BY VENDOR NAME:	Commissioners	Commissioners	Commissioners	Request	2019 Prelim	Committee	S	
87	Preble Street Resource Center								
	Preble St. Resource Center-Soup Kitchens	16,884	12,663	12,000	12,000	12,000	12,000	12,000	
	Preble St. Resource Center-Lighthouse Shelter	5,624	5,624	5,624	5,624	5,624	5,624	5,624	
	Preble Street Women's Shelter	2,736	2,052	2,052	2,052	2,052	2,052	2,052	
482	Wayside Evening Soup Kitchen								
	Wayside Soup Kitchen	9,648	24,699	10,000	10,000	10,000	10,000	10,000	
	Wayside Food Rescue Program	15,051		11,500	11,500	11,500	11,500	11,500	
	Opportunity Alliance (Prop) (Youth Alternatives)								
	Social Services	8,701	8,701	4,000	4,000	4,000	4,000	4,000	
	Senior Volunteer Program	4,171	4,171	4,000	4,000	4,000	4,000	4,000	
	Child & Family Services	18,239	18,239	12,000	12,000	12,000	12,000	12,000	
	Women's Project	6,080	6,080	4,000	4,000	4,000	4,000	4,000	
	Parenting Education Program	5,855	5,855	4,000	4,000	4,000	4,000	4,000	
	Youth Parent Program	4,179	4,179	4,000	4,000	4,000	4,000	4,000	

	774-HELP	7,099	7,099	7,099	7,099	7,099	7,099	7,099	
	The Bridge	5,728	5,728	4,000	4,000	4,000	4,000	4,000	
	The Bridge	3,720	3,720	4,000	4,000	4,000	4,000	4,000	
	Salvation Army-426								
426	Food Pantry	1,107		-	-	-			
	Portland Moms in Recovery Network								
429	S. Maine Area Agency on Aging Programs:429								
	Information and Advocacy (Senior Solutions)								
	Meals on Wheels/Community Links	8,468	8,468	8,468	8,468	8,468	8,468	8,468	
	Mid Coast Community Action, formerly called								
	Coastal Economic Development								
	Family CAN-Midcoast Maine	386		-					
	Family Development	1,520	1,430	-					
13888	My Brother's Keeper	3,859		-	-			-	
	My Sister's Keeper	3,859	3,859	-	-	-	-	-	
	My Place Teen Center- Westbrook	1,573		-	-			-	
	Casco Bay CAN		8,000	-	-	-	-	-	
	Total Human Services	232,812	156,977	112,981	112,981	112,981	112,981	112,981	
		2016 Budget Commissioners	2017 Budget Commissioners	2018 Budget Commissioners	2019 Agency Request	2019 Prelim	2019 Finance Committee	2019 FINAL Commissioner s	

COUNTY OF CUMBERLANI DEBT PLANNING- CIP NEEDS FOR 5 YEARS BONDED CIP PROJECTS

Project Code	Project Title		2018	#YRS	2019	#YRS	2020	#YRS	2021	#YRS	2022	#YRS	2023	#YRS
FACL-12-002	Exterior repointing of granite at CCCH													
FACL-12-013	Exterior window housing repair CCCH													
	Identicard upgrades													
	Complete Inmate cell area													
	Road Pavement EMA/CRCC													
	HVAC Upgrade		300,000	15	300,000	15								
	Phone System Upgrade		70,000	10	, , , , , , , , , , , , , , , , , , , ,									
	Window Replacement Completion		50,000	20									160,000	20
CCCH 4	Caulking of Stateside Courthouse		,		35.000	20							,	
LEC 1	Roof Reshingling LEC		69.000	20	,									
EMA 1	Backup Generator		90,000	10										
Jail 1	Repointing of Roof		50.000	20	50.000	20								
Jail 2	Paving of Parking area jail		,		50,000	10								
Jail 3	Domestic Water Storage Tank		100,000	20	,									
CCCH 5	State Elevator Shaft Replacement		100,000	20										
Jail 4	Roof Replacement		200,000	20	200,000	20								
FACL 1	LED Lighting Conversion		100,000	15	,									
FACL 2	Parking Garage Repairs		60,000	10										
CCCH 6	Sidewalk Repair		25,000	10										
	'		-,											
FACL	Building Efficiency Upgrades								400,000	20				
FACL	Building Addition						8.000.000	30	,					
Jail	Elevator Repairs						71,000	25						
Jail	Camera Upgrades													
	Phone System													
NEW	Radio Repeater Replacement										390,000			
IT	Spillman Server Replacement													
New	Expand the footprint of CCRCC						1,000,000	30	400,000	30				
New	CCRCC Microwave System Replace						275,500	10						
New	Acorn Recorder CCRCC						150,308	10						
	Perimeter Lanscaping												90,000	10
	Window Replacement Stateside										100,000	20		
New LEC	Evidence Van													
New CCRCC	Zetron Console Replacement													
	Total CIP Allocation	1	,214,000		635,000		9,496,808		800,000		490,000		250,000	
	Summary Totals		2018		2019		2020		2021		2022		2023	

Two Year Total 1,849,000 10,296,808

Project Code	Project Title	2018	#YRS	2019	#YRS	2020	#YRS	2021	#YRS	2022	#YRS	2023	#YRS
Non-Deb	t CIP												
	Project Title	2018	#YRS	2019	#YRS	2020	#YRS	2021	#YRS	2022	#YRS	2023	#YRS
FACL-12-016	Energy Saving upgrades all locations												
EMA 12-002	HazMat Equipment Replacement	20,500	10	20,500	10	20,500	10	20,500	10	20,500	10	20,500	10
IT-1-001	Technology Upgrades	35,000	5	110,000	5	110,000	5	110,000	5	110,000	5	110,000	5
IT-1-004	Patrol and CID Upgrades	20,000	5	20,000	5	20,000	5	20,000	5	20,000	5	20,000	5
New LEC	Ballistic Vests	10,000	5	10,000	5	10,000	5	10,000	5	10,000	5	10,000	5
	Tactical Vests			7,600	5	7,600	5	7,600	5	7,600	5	7,600	5
	Taser Replacement					12,000	5	12,000	5	12,000	5	12,000	5
New LEC	Radio Replacement	10,000	5	10,000	5	10,000	5	10,000	5	10,000	5	10,000	5
	Interview Room Cameras												
FACL-12-018	ADA upgrades all locations	35,000	15										
	General Jail CIP	100,000		100,000		100,000		100,000		100,000		100,000	
Jail	Window replacement	50,000		50,000		50,000		50,000		50,000		50,000	
Jail	Interior Improvements	35,000		•		•							
EMA	Paving Parking Areas	25,000											
EMA	Tractor with Plow	24,000											
Jail	Cabinet Replacement	•		20,000									
CCCH	Exterior LED Lights			25,000									
СССН	Corurthouse Workstation Replacement			15,000									
EMA/RCC	UPS Upgrade			8,000									
CCRC	Workstation Replacement			•									
JAIL	Slider Replacement					30,000							
CCCH	Panic Stations					30,000							
JAIL-FLEET	Diagnostic Equipment					18,000							
	4x4 Dump Truck					40,000							
	Rotary Lifts					20,000							
CCCH	Fire Alarm System					,		35,000					
CCCH	Courthouse Lighting Upgrade							31,000					
JAIL	Lighting in Jail							45,000					
CCCH	Main Shut-Off Valves							25,000					
JAIL	Gate Valve Replacement							30,000					
JAIL	Transfer Swith Replacement							-,- 30		36,000			
JAIL	HVAC Roof Unit									48,000			
CCCH	Seagull Deterrent									,		26,480	
	Fire Standpipe											31,000	
	Non-Debt Total	364.500		396,100		478,100		506.100		424,100		397,580	