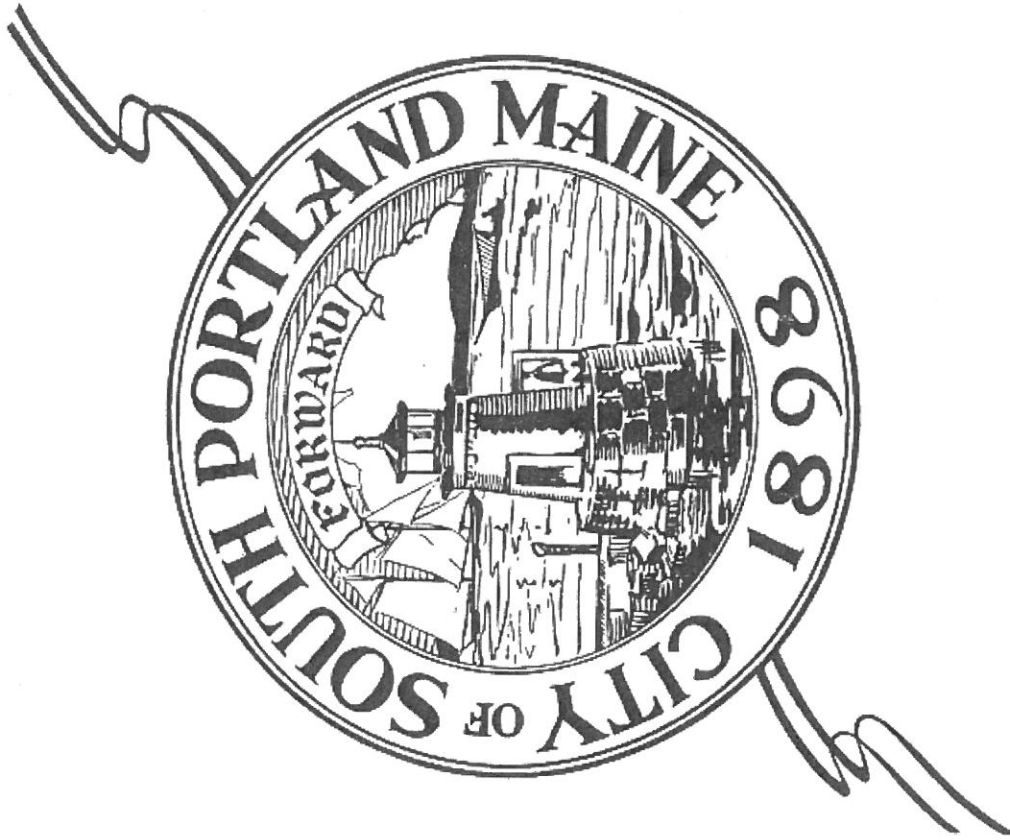




GENERAL FUND ADOPTED BUDGET

FY 2017

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure Summary By Department

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CITY COUNCIL	\$178,133	\$146,334	153,734	\$145,553	\$145,553	\$147,553
EXECUTIVE DEPARTMENT	\$200,625	\$209,538	213,651	\$213,143	\$213,143	\$213,143
CITY CLERK	\$224,599	\$235,336	242,181	\$229,495	\$229,495	\$229,745
CORPORATION COUNSEL	\$183,850	\$183,645	437,618	\$438,552	\$438,552	\$188,552
FINANCE DEPARTMENT	\$956,235	\$981,166	1,010,753	\$1,037,640	\$1,037,640	\$1,035,764
INFORMATION TECHNOLOGY	\$373,463	\$393,221	403,822	\$408,444	\$408,444	\$408,444
PLANNING DEPARTMENT	\$217,101	\$222,533	230,244	\$233,158	\$233,158	\$233,158
SUSTAINABILITY	\$0	\$0	62,543	\$83,127	\$83,127	\$83,127
HUMAN RESOURCES	\$301,987	\$326,256	328,015	\$334,884	\$354,884	\$377,719
CITY BUILDING	\$192,586	\$161,074	190,873	\$186,255	\$186,255	\$186,255
INSURANCE	\$5,982,535	\$6,414,055	6,777,870	\$6,941,360	\$6,912,410	\$6,943,110
GENERAL GOVERNMENT	\$8,811,113	\$9,273,158	10,051,304	\$10,251,611	\$10,242,661	\$10,046,570
POLICE DEPARTMENT	\$3,979,233	\$4,116,298	4,269,941	\$4,417,562	\$4,407,562	\$4,403,268
FIRE DEPARTMENT	\$4,656,972	\$4,839,862	4,991,178	\$5,195,230	\$5,177,230	\$5,169,996
PUBLIC SAFETY COMMUNICATIONS	\$708,114	\$784,515	806,666	\$844,853	\$929,853	\$1,023,463
CODE ENFORCEMENT DEPARTMENT	\$635,851	\$673,713	711,049	\$733,160	\$733,160	\$732,800
CIVIL SERVICE	\$10,621	\$5,760	10,245	\$10,225	\$10,225	\$10,225
PUBLIC SAFETY	\$9,990,791	\$10,420,148	10,789,079	\$11,201,030	\$11,258,030	\$11,339,752
PUBLIC WORKS	\$4,193,764	\$4,666,126	4,577,541	\$4,700,050	\$4,630,726	\$4,739,726
PUBLIC WORKS	\$4,193,764	\$4,666,126	4,577,541	\$4,700,050	\$4,630,726	\$4,739,726
PUBLIC LIBRARY	\$639,318	\$616,680	673,961	\$676,822	\$673,421	\$673,421
PARKS & RECREATION	\$2,447,880	\$2,469,167	2,582,552	\$2,716,417	\$2,722,771	\$2,711,098

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure Summary By Department

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CULTURE & RECREATION						
BUS SERVICE	\$3,087,197	\$3,085,847	3,256,513	\$3,393,239	\$3,396,192	\$3,384,519
WATERFRONT	\$1,071,051	\$1,119,797	1,131,616	\$1,249,134	\$1,249,134	\$1,249,134
	\$38,500	\$38,500	39,257	\$41,057	\$41,057	\$41,057
TRANSPORTATION AND WATERFRONT						
	\$1,109,551	\$1,158,297	1,170,873	\$1,290,191	\$1,290,191	\$1,290,191
GENERAL ASSISTANCE DEPARTMENT	\$321,034	\$352,534	373,623	\$479,007	\$479,007	\$524,007
HEALTH	\$15,000	\$17,250	17,700	\$19,000	\$19,000	\$19,000
HEALTH, WELFARE & SOCIAL SERV						
	\$336,034	\$369,784	391,323	\$498,007	\$498,007	\$543,007
GENERAL OBLIGATION DEBT	\$405,740	\$396,539	392,040	\$589,741	\$589,741	\$589,741
PENSION OBLIGATION	\$615,490	\$541,251	534,316	\$524,041	\$524,041	\$524,041
DEBT						
	\$1,021,230	\$937,791	926,356	\$1,113,782	\$1,113,782	\$1,113,782
CONTINGENCY ABATEMENT RESERVE	\$90,122	\$109,106	127,000	\$127,000	\$127,000	\$127,000
MUNICIPAL FACILITIES	\$20,000	\$70,000	70,000	\$20,000	\$20,000	\$20,000
CONTINGENCY ABATEMENT RESERVE						
	\$110,122	\$179,106	197,000	\$147,000	\$147,000	\$147,000
TOTAL MUNICIPAL BUDGET						
	\$28,659,802	\$30,090,257	31,359,989	\$32,594,910	\$32,576,589	\$32,604,547
COUNTY TAX						
	\$2,215,084	\$2,327,942	2,434,056	\$2,504,088	\$2,504,088	\$2,504,088
TOTAL GENERAL FUND						
	\$30,874,886	\$32,418,199	33,794,045	\$35,098,998	\$35,080,677	\$35,108,635

City of South Portland
2016/2017 Adopted Budget
General Fund Revenue Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
DOG LICENSES	\$1,551	\$1,565	\$1,600	\$1,500	\$1,500	\$1,500
MARRIAGE LICENSES	\$7,174	\$7,997	\$7,000	\$7,000	\$7,000	\$7,000
FISHING/HUNTING LICENSES	\$1,022	\$979	\$1,000	\$1,000	\$1,000	\$1,000
BUSINESS LICENSES	\$149,476	\$147,956	\$145,000	\$145,000	\$145,000	\$145,000
ADVERTISING	\$270	\$290	\$300	\$300	\$300	\$300
MISCELLANEOUS REVENUE	\$20,127	\$21,362	\$19,000	\$19,000	\$19,000	\$19,000
CITY CLERK	\$179,620	\$180,149	\$173,900	\$173,800	\$173,800	\$173,800
FINES & FEES	\$315	\$1,584	\$0	\$0	\$0	\$0
CORPORATION COUNSEL	\$315	\$1,584	\$0	\$0	\$0	\$0
AUTOMOBILE EXCISE TAX	\$5,808,053	\$6,348,074	\$5,400,000	\$5,700,000	\$5,700,000	\$5,900,000
BOAT EXCISE TAX	\$21,444	\$26,521	\$25,000	\$25,000	\$25,000	\$25,000
INTEREST & PENALTIES	\$109,784	\$118,502	\$110,000	\$110,000	\$110,000	\$110,000
VET EXEMPT REIMBURSEMENT	\$15,964	\$14,213	\$12,000	\$12,000	\$12,000	\$12,000
INVESTMENT INCOME	\$479,985	\$434,550	\$390,000	\$420,000	\$420,000	\$420,000
PASSPORT	\$4,232	\$4,725	\$5,000	\$5,000	\$5,000	\$5,000
LICENSE TABS	\$57,248	\$57,649	\$55,000	\$55,000	\$55,000	\$55,000
WESTBROOK ASSESSING	\$53,671	\$54,508	\$54,750	\$55,475	\$55,475	\$55,475
STATE SNOWMOBILE FEES	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000
MISCELLANEOUS REVENUE	\$13,095	\$14,428	\$15,000	\$15,000	\$15,000	\$15,000
FINANCE DEPARTMENT	\$6,563,477	\$7,073,168	\$6,066,750	\$6,398,475	\$6,398,475	\$6,598,475
SCHOOL IT SERVICES	\$27,500	\$27,500	\$30,000	\$30,000	\$30,000	\$30,000
INFORMATION TECHNOLOGY	\$27,500	\$27,500	\$30,000	\$30,000	\$30,000	\$30,000
SUBDIVISIONS	\$2,660	\$8,850	\$2,500	\$1,500	\$1,500	\$1,500
SITE PLANS	\$4,648	\$6,075	\$4,500	\$5,500	\$5,500	\$5,500
ZONE CHANGES	\$1,000	\$2,500	\$500	\$500	\$500	\$500
SPECIAL EXCEPTIONS	\$3,050	\$1,500	\$1,500	\$1,000	\$1,000	\$1,000
DE MINIMUS PLANNING CHANGE	\$750	\$750	\$250	\$250	\$250	\$250
MISCELLANEOUS REVENUE	\$2,606	\$2,205	\$1,200	\$1,000	\$1,000	\$1,000

City of South Portland
2016/2017 Adopted Budget
General Fund Revenue Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PLANNING DEPARTMENT	\$14,714	\$21,880	\$10,450	\$9,750	\$9,750	\$9,750
MAINE DRUG ENFORCEMENT AGE	\$72,449	\$69,183	\$60,000	\$73,000	\$73,000	\$73,000
COURT FEES & FINES	\$9,820	\$18,482	\$11,000	\$11,000	\$11,000	\$11,000
FALSE ALARMS	\$12,805	\$13,995	\$16,000	\$16,000	\$16,000	\$16,000
PARKING TICKETS	\$42,178	\$42,783	\$40,000	\$40,000	\$40,000	\$40,000
ANIMAL CONTROL	\$4,255	\$5,427	\$5,000	\$5,000	\$5,000	\$5,000
ANIMAL CONTROL - CAPE ELIZAI	\$11,348	\$11,796	\$12,000	\$12,000	\$12,000	\$12,000
MISCELLANEOUS REVENUE	\$10,051	\$11,218	\$9,000	\$9,000	\$9,000	\$9,000
POLICE DEPARTMENT	\$162,906	\$172,884	\$153,000	\$166,000	\$166,000	\$166,000
AMBULANCE FEES	\$823,810	\$801,539	\$820,000	\$825,000	\$825,000	\$825,000
CALL BACK INSPECTIONS	\$425	\$0	\$0	\$0	\$0	\$0
TANKER INSPECTIONS	\$7,830	\$6,885	\$10,000	\$4,000	\$4,000	\$4,000
MASTER BOX FEE	\$7,040	\$3,400	\$7,000	\$7,000	\$7,000	\$7,000
MISCELLANEOUS REVENUE	\$8,280	\$4,064	\$3,000	\$3,000	\$3,000	\$3,000
FIRE DEPARTMENT	\$847,385	\$815,888	\$840,000	\$839,000	\$839,000	\$839,000
BUILDING FEES & PERMITS	\$492,681	\$417,480	\$385,000	\$420,000	\$420,000	\$460,000
PLUMBING PERMITS	\$15,000	\$12,795	\$10,000	\$7,500	\$7,500	\$7,500
ELECTRICAL PERMITS	\$21,342	\$23,663	\$20,000	\$18,000	\$18,000	\$18,000
MISCELLANEOUS REVENUE	\$3,406	\$9,041	\$2,000	\$2,000	\$2,000	\$2,000
CODE ENFORCEMENT DEPARTMENT	\$532,428	\$462,979	\$417,000	\$447,500	\$447,500	\$487,500
SITE INSPECTIONS	\$0	\$500	\$0	\$0	\$0	\$0
ENGINEERING DEPARTMENT	\$0	\$500	\$0	\$0	\$0	\$0
MISCELLANEOUS REVENUE	\$341	\$573	\$500	\$500	\$500	\$500
RECYCLING	\$34,462	\$31,106	\$30,000	\$20,000	\$20,000	\$20,000
TRANSFER FACILITY	\$97,560	\$103,253	\$97,000	\$108,000	\$108,000	\$108,000
PUBLIC WORKS	\$132,363	\$134,932	\$127,500	\$128,500	\$128,500	\$128,500
FINES & FEES	\$17,055	\$14,993	\$16,000	\$16,000	\$16,000	\$16,000
PHOTOCOPIER	\$2,990	\$2,960	\$2,500	\$2,500	\$2,500	\$2,500
MISCELLANEOUS REVENUE	\$4,299	\$4,050	\$4,000	\$4,000	\$4,000	\$4,000

City of South Portland
2016/2017 Adopted Budget
General Fund Revenue Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
FINES & FEES	\$1,847	\$1,820	\$1,800	\$1,800	\$1,800	\$1,800
PHOTOCOPIER	\$335	\$241	\$300	\$300	\$300	\$300
MISCELLANEOUS REVENUE	\$288	\$339	\$300	\$300	\$300	\$300
PUBLIC LIBRARY	\$26,814	\$24,402	\$24,900	\$24,900	\$24,900	\$24,900
POOL DAILY FEES	\$72,585	\$71,970	\$70,000	\$70,000	\$70,000	\$70,000
POOL MEMBERSHIPS	\$555	\$0	\$0	\$0	\$0	\$0
POOL PROGRAM FEES	\$69,717	\$73,912	\$70,000	\$70,000	\$70,000	\$70,000
POOL RENTAL	\$17,143	\$15,016	\$12,000	\$15,000	\$15,000	\$15,000
POOL EQUIPMENT	\$500	\$659	\$500	\$500	\$500	\$500
COMMUNITY CENTER	\$27,506	\$33,099	\$30,000	\$30,000	\$30,000	\$30,000
MISCELLANEOUS REVENUE	\$45	\$5	\$0	\$0	\$0	\$0
PARKS & RECREATION	\$188,051	\$194,651	\$182,500	\$185,500	\$185,500	\$185,500
MAINE DEPT OF TRANSPORTATIC						
FAREBOX	\$12,753	\$31,240	\$31,000	\$31,240	\$31,240	\$31,240
ADVERTISING	\$329,616	\$285,127	\$305,000	\$305,000	\$305,000	\$313,000
MISCELLANEOUS REVENUE	\$7,011	\$28,484	\$20,000	\$20,000	\$20,000	\$20,000
GRANT INCOME	\$19	\$2	\$0	\$8,000	\$8,000	\$0
BUS SERVICE	\$339,743	\$430,425	\$490,352	\$589,000	\$589,000	\$589,000
	\$689,142	\$775,274	\$846,352	\$953,240	\$953,240	\$953,240
GENERAL ASSISTANCE	\$125,937	\$124,747	\$165,000	\$215,000	\$245,000	\$276,500
GENERAL ASSISTANCE DEPARTMENT	\$125,937	\$124,747	\$165,000	\$215,000	\$245,000	\$276,500
STATE REVENUE SHARING	\$1,315,198	\$1,264,320	\$1,185,000	\$1,185,000	\$1,205,000	\$1,220,000
CABLE TV FRANCHISE FEE	\$166,543	\$151,779	\$120,000	\$120,000	\$120,000	\$120,000
RENT & LEASES	\$76,160	\$75,364	\$70,800	\$70,800	\$70,800	\$70,800
SALE OF SURPLUS PROPERTY	\$695	\$0	\$0	\$0	\$0	\$0
BUDGETED USE OF SURPLUS	\$0	\$0	\$1,456,093	\$450,000	\$500,000	\$500,000
	\$1,558,596	\$1,491,463	\$2,831,893	\$1,825,800	\$1,895,800	\$1,910,800
ECOMAINE PILOT	\$71,450	\$71,450	\$71,450	\$71,450	\$71,450	\$71,450
S P HOUSING AUTHORITY PILOT	\$143,596	\$142,775	\$143,000	\$146,000	\$146,000	\$146,000
RIDGELAND ESTATES PILOT	\$25,965	\$23,937	\$23,900	\$24,200	\$24,200	\$24,200
ADAPTIVE ENVIRONMENT PILOT	\$0	\$2,500	\$2,500	\$2,500	\$2,500	\$2,500

City of South Portland
2016/2017 Adopted Budget
General Fund Revenue Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PAYMENT IN LIEU OF TAXES	\$241,011	\$240,662	\$240,850	\$244,150	\$244,150	\$244,150
AMOUNT TO BE RAISED BY TAX ^A	\$19,725,902	\$21,386,334	\$20,680,043	\$21,486,492	\$21,059,062	\$20,800,520
REDEMPTION OF TAX ACQUIRED	\$5,550	\$8,341	\$5,000	\$5,000	\$5,000	\$5,000
HOMESTEAD EXEMPTION REIMB	\$478,706	\$477,176	\$485,000	\$485,000	\$730,000	\$730,000
BETE EXEMPTION REIMBURSEN	\$1,135,762	\$1,259,322	\$1,521,000	\$1,521,000	\$1,521,000	\$1,521,000
TAXES	\$21,345,920	\$23,131,173	\$22,691,043	\$23,497,492	\$23,315,062	\$23,056,520
TRANSFERS IN	\$10,889	\$670,888	\$24,000	\$24,000	\$24,000	\$24,000
	\$10,889	\$670,888	\$24,000	\$24,000	\$24,000	\$24,000
TOTAL GENERAL FUND	\$32,647,068	\$35,544,724	\$34,825,138	\$35,163,107	\$35,080,677	\$35,108,635

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CITY COUNCIL						
SALARY	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000
TEMPORARY HELP	\$627	\$750	\$900	\$900	\$900	\$900
HEALTH INSURANCE	\$10,030	\$0	\$0	\$0	\$0	\$0
	\$31,657	\$21,750	\$21,900	\$21,900	\$21,900	\$21,900
PRINTING & BINDING	\$2,098	\$2,400	\$2,750	\$2,750	\$2,750	\$2,750
ADVERTISING	\$1,539	\$1,045	\$720	\$720	\$720	\$720
TELEPHONE	\$4,089	\$5,037	\$3,430	\$3,430	\$3,430	\$3,430
CONTRACTED SERVICES	\$35,770	\$17,048	\$20,450	\$21,950	\$21,950	\$22,950
	\$43,496	\$25,529	\$27,350	\$28,850	\$28,850	\$29,850
OFFICE SUPPLIES	\$0	\$67	\$0	\$0	\$0	\$0
FOOD	\$854	\$215	\$800	\$800	\$800	\$800
	\$854	\$283	\$800	\$800	\$800	\$800
DUES & MEMBERSHIPS	\$57,127	\$53,772	\$58,684	\$59,003	\$59,003	\$59,003
CONTRIBUTIONS	\$0	\$0	\$0	\$0	\$0	\$1,000
	\$57,127	\$53,772	\$58,684	\$59,003	\$59,003	\$60,003
PROPERTY TAX REIMBURSEMENT	\$44,999	\$31,049	\$45,000	\$35,000	\$35,000	\$35,000
	\$44,999	\$31,049	\$45,000	\$35,000	\$35,000	\$35,000
TRANSFER OUT	\$0	\$13,951	\$0	\$0	\$0	\$0
	\$0	\$13,951	\$0	\$0	\$0	\$0
TOTAL CITY COUNCIL	\$178,133	\$146,334	\$153,734	\$145,553	\$145,553	\$147,553

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
CITY COUNCIL			
SALARY	10150061 - 611500 7 CITY COUNCIL/SCHOOL BOARD	\$21,000	\$21,000
TEMPORARY HELP	10150061 - 612000 1.00 Council Secretary at 900.00 = 900	\$900	\$900
PRINTING & BINDING	10150062 - 620500 1.00 Annual Report at 2,750.00 = 2,750	\$2,750	\$2,750
ADVERTISING	10150062 - 621000 6.00 Advertising special meetings at 120.00 = 720	\$720	\$720
TELEPHONE	10150062 - 622000 7.00 Council iPads Monthly Internet Charges at 490.00 = 3,430	\$3,430	\$3,430
CONTRACTED SERVICES	10150062 - 628800 1.00 BOARD RECOGNITION NIGHT at 1,500.00 = 1,500 1.00 Council awards at 350.00 = 350 1.00 Council/Mayor photo at 600.00 = 600 1.00 Meeting expenses at 2,500.00 = 2,500 1.00 Other boards at 3,000.00 = 2,000 1.00 Special projects, studies & consultants at 15,000.00 = 15,000	\$21,950	\$22,950
FOOD	10150063 - 633500	\$800	\$800
DUES & MEMBERSHIPS	10150064 - 642000 1.00 Greater Portland Council of Governments at 25,002.00 = 25,002 1.00 Maine Municipal Association at 29,468.00 = 29,468 1.00 Maine Service Centers Coalition at 3,033.00 = 3,033 1.00 Mayor's Service Center Coalition (Estimate) at 1,500.00 = 1,500	\$59,003	\$59,003
CONTRIBUTIONS	10150064 - 643000	\$0	\$1,000
PROPERTY TAX REIMBURSEMENT	10150068 - 681000	\$35,000	\$35,000
TOTAL CITY COUNCIL		\$145,553	\$147,553

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
EXECUTIVE DEPARTMENT						
HOURLY	10151061 - 611000	\$50,763	\$52,567	\$53,544	\$53,544	\$53,544
SALARY	10151061 - 611500	\$134,369	\$137,127	\$134,973	\$134,973	\$134,973
TEMPORARY HELP	10151061 - 612000	\$0	\$900	\$1,000	\$1,000	\$1,000
		\$185,132	\$190,593	\$189,517	\$189,517	\$189,517
PRINTING & BINDING	10151062 - 620500	\$669	\$904	\$1,575	\$1,575	\$1,575
TELEPHONE	10151062 - 622000	\$1,241	\$1,437	\$2,300	\$2,300	\$2,300
SUBSCRIPTIONS	10151062 - 624500	\$515	\$165	\$380	\$380	\$380
EQUIPMENT MAINTENANCE	10151062 - 627000	\$580	\$372	\$500	\$500	\$500
CONTRACTED SERVICES	10151062 - 628800	\$3,752	\$2,033	\$10,000	\$10,000	\$10,000
		\$6,758	\$4,910	\$14,755	\$14,755	\$14,755
OFFICE SUPPLIES	10151063 - 630500	\$1,351	\$1,087	\$1,800	\$1,800	\$1,800
PRINTING SUPPLIES	10151063 - 631000	\$2,014	\$2,268	\$1,700	\$1,700	\$1,700
FOOD	10151063 - 633500	\$986	\$3,014	\$0	\$0	\$0
		\$4,351	\$6,370	\$3,500	\$3,500	\$3,500
DUES & MEMBERSHIPS	10151064 - 642000	\$1,448	\$4,730	\$2,122	\$2,483	\$2,483
		\$1,448	\$4,730	\$2,122	\$2,483	\$2,483
TRANSFER OUT	10151088 - 900001	\$2,936	\$2,936	\$2,888	\$2,888	\$2,888
		\$2,936	\$2,936	\$2,888	\$2,888	\$2,888
TOTAL EXECUTIVE DEPARTMENT		\$200,625	\$209,538	\$213,143	\$213,143	\$213,143

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Account Description		Explanation	Line Item Detail		MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
EXECUTIVE DEPARTMENT						
HOURLY	10151061 - 611000	1 EXECUTIVE ASSISTANT CITYMGR			\$53,544	\$53,544
SALARY	10151061 - 611500	1 CITY MANAGER 1 ASSISTANT CITY MANAGER			\$134,973	\$134,973
TEMPORARY HELP	10151061 - 612000				\$1,000	\$1,000
PRINTING & BINDING	10151062 - 620500	1.00 Budget printing 1.00 CIP printing 1.00 Envelopes and misc. printing 1.00 Homeowners Guide	at at at at	400.00 = 400.00 = 400.00 = 375.00 =	400 400 400 375	\$1,575 \$1,575
TELEPHONE	10151062 - 622000	2.00 Cell phones 12.00 Long distance/Local Charges	at at	850.00 = 50.00 =	1,700 600	\$2,300 \$2,300
SUBSCRIPTIONS	10151062 - 624500	1.00 Books and periodicals 2.00 MMA officials directory	at at	300.00 = 40.00 =	300 80	\$380 \$380
EQUIPMENT MAINTENANCE	10151062 - 627000	1.00 Photocopier maintenance	at	500.00 =	500	\$500
CONTRACTED SERVICES	10151062 - 628800	1.00 Outside assistance for special projects and activities	at	10,000.00 =	10,000	\$10,000
OFFICE SUPPLIES	10151063 - 630500	1.00 Office supplies for City Council and City Manager's office	at	1,800.00 =	1,800	\$1,800
PRINTING SUPPLIES	10151063 - 631000	1.00 Printing supplies - paper, photocopy paper, toner, poster supplies	at	1,700.00 =	1,700	\$1,700
DUES & MEMBERSHIPS	10151064 - 642000	1.00 Chamber of Commerce 1.00 ICMA - City Manager and Assistant City Manager 1.00 ME Town & City Managers Assoc.	at at at	310.00 = 1,876.00 = 297.00 =	310 1,876 297	\$2,483 \$2,483
TRANSFER OUT	10151088 - 900001	4.00 Avaya Replacement 4 Phones @ \$6.00 x 12 months 1.00 Photocopier - Equipment Reserve	at at	72.00 = 2,600.00 =	288 2,600	\$2,888 \$2,888
TOTAL EXECUTIVE DEPARTMENT					\$213,143	\$213,143
					10	

\$213,143

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CITY CLERK						
HOURLY	\$111,132	\$115,137	\$117,066	\$122,193	\$122,193	\$122,193
SALARY	\$83,773	\$87,854	\$89,556	\$66,301	\$66,301	\$66,301
TEMPORARY HELP	\$11,968	\$12,939	\$13,055	\$16,000	\$16,000	\$16,000
OVERTIME	\$3,633	\$6,988	\$4,217	\$4,314	\$4,314	\$4,314
	\$210,506	\$222,917	\$223,894	\$208,808	\$208,808	\$208,808
PRINTING & BINDING	\$3,440	\$4,393	\$3,800	\$5,050	\$5,050	\$5,300
ADVERTISING	\$2,850	\$1,582	\$2,300	\$2,300	\$2,300	\$2,300
TELEPHONE	\$972	\$780	\$996	\$996	\$996	\$996
EQUIPMENT RENTAL	\$259	\$146	\$2,251	\$4,101	\$4,101	\$4,101
EQUIPMENT MAINTENANCE	\$292	\$235	\$1,040	\$1,040	\$1,040	\$1,040
CONTRACTED SERVICES	\$2,304	\$1,996	\$2,810	\$2,810	\$2,810	\$2,810
	\$10,117	\$9,132	\$13,197	\$16,297	\$16,297	\$16,547
OFFICE SUPPLIES	\$1,899	\$1,235	\$1,900	\$1,900	\$1,900	\$1,900
PRINTING SUPPLIES	\$362	\$177	\$500	\$500	\$500	\$500
	\$2,261	\$1,412	\$2,400	\$2,400	\$2,400	\$2,400
RENT	\$1,000	\$700	\$1,400	\$700	\$700	\$700
DUES & MEMBERSHIPS	\$295	\$155	\$330	\$330	\$330	\$330
	\$1,295	\$855	\$1,730	\$1,030	\$1,030	\$1,030
TRANSFER OUT	\$420	\$1,020	\$960	\$960	\$960	\$960
	\$420	\$1,020	\$960	\$960	\$960	\$960
TOTAL CITY CLERK	\$224,599	\$235,336	\$242,181	\$229,495	\$229,495	\$229,745

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Line Item Detail					
Account Description	Explanation			MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CITY CLERK					
HOURLY	10152061 - 611000	1 CITY CLERK SECRETARY 2 ASSISTANT CITY CLERK I 1 DEPUTY CITY CLERK		\$122,193	\$122,193
SALARY	10152061 - 611500	1 CITY CLERK		\$66,301	\$66,301
TEMPORARY HELP	10152061 - 612000	26.00 Election Workers for two Elections 1.00 Office Help to assist with absentee voting (3 people for 11 days, 1 person for 16 days) One person at Election time to cover where needed (15 hours @ \$11/hr) 1.00 Part time office staff for full time coverage for Nov Election (starting 10/7) 9.00 Registrars for two elections 1.00 School Budget Referendum June 2017 Election (Election workers & Office staff coverage) 10.00 Wardens/Ward Clerks (2) Elections	at at at at at at	198.00 = 3,877.50 = 1,641.23 = 165.00 = 998.27 = 285.00 =	5,148 3,878 1,641 1,485 998 2,850
OVERTIME	10152061 - 612500	1.00 Asst Clerk - vacation and election coverage 1.00 Deputy Clerk - vacation and election 1.00 Sick time coverage	at at at	1,637.48 = 2,176.72 = 500.00 =	1,637 2,177 500
PRINTING & BINDING	10152062 - 620500	16,000.00 Ballots for municipal election (est. 90% turnout) 1.00 Pressure sealed forms 1.00 Shipping for ballots and miscellaneous print needs	at at at	0.25 = 300.00 = 750.00 =	4,000 300 750
ADVERTISING	10152062 - 621000	1.00 Budget Hearing 1.00 Mun. Ballot(1) & Notice to Voters(1)	at at	300.00 = 2,000.00 =	300 2,000
TELEPHONE	10152062 - 622000	12.00 Cell Phone 12.00 One Communications 12.00 Trinet System	at at at	32.00 = 40.00 = 11.00 =	384 480 132
EQUIPMENT RENTAL	10152062 - 626000	3.00 Rental of additional 3 voting machines to handle voter turnout more efficiently 2.00 Enclosed Van Rental for (2) Elections 5.00 New AVS equipment rental - 4 machines for November election and 1 machine for June election	at at at	589.00 = 242.00 = 370.00 =	1,767 484 1,850

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
EQUIPMENT MAINTENANCE	10152062 - 627000	12.00 Copier Maintenance	at	50.00	=	600	\$1,040
		1.00 Repairs to Office Equipment	at	440.00	=	440	
CONTRACTED SERVICES	10152062 - 628800	10.00 Background checks for business licenses	at	21.00	=	210	\$2,810
		1.00 Programming Accuvote Machines for one election	at	1,400.00	=	1,400	
		1.00 Restoration of Records	at	1,200.00	=	1,200	
OFFICE SUPPLIES	10152063 - 630500	1.00 General office and election supplies	at	1,900.00	=	1,900	\$1,900
PRINTING SUPPLIES	10152063 - 631000	1.00 Paper and ink cartridges	at	500.00	=	500	\$500
RENT	10152064 - 641000	1.00 American Legion Hall room rental (1) election	at	300.00	=	300	\$700
		1.00 Boys & Girls Club room rental (1) election	at	400.00	=	400	
DUES & MEMBERSHIPS	10152064 - 642000	2.00 NEACTC	at	25.00	=	50	\$330
		2.00 CCMCA	at	10.00	=	20	
		1.00 IIMC Membership for Deputy Clerk	at	185.00	=	185	
		3.00 MTCCA	at	25.00	=	75	
TRANSFER OUT	10152088 - 900001	5.00 Avaya Replacement 5 Phones @ \$6.00 x 12 months	at	72.00	=	360	\$960
		1.00 Copier Reserve	at	600.00	=	600	
TOTAL CITY CLERK						\$229,495	\$229,745

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CORPORATION COUNSEL						
HOURLY	\$43,300	\$45,663	\$46,643	\$47,577	\$47,577	\$47,577
OVERTIME	\$685	\$321	\$0	\$0	\$0	\$0
	\$43,985	\$45,984	\$46,643	\$47,577	\$47,577	\$47,577
TELEPHONE	\$321	\$315	\$643	\$643	\$643	\$643
EQUIPMENT MAINTENANCE	\$658	\$488	\$900	\$900	\$900	\$900
CONTRACTED SERVICES	\$2,258	\$0	\$1,500	\$1,500	\$1,500	\$1,500
CONTRACTED SERVICES - LEGAL	\$126,672	\$116,301	\$385,000	\$385,000	\$385,000	\$135,000
RECORDING FEES	\$76	\$123	\$300	\$300	\$300	\$300
OFFICE SUPPLIES	\$0	\$-5	\$0	\$0	\$0	\$0
	\$129,984	\$117,222	\$388,343	\$388,343	\$388,343	\$138,343
OFFICE SUPPLIES	\$170	\$49	\$500	\$500	\$500	\$500
PRINTING SUPPLIES	\$68	\$56	\$500	\$500	\$500	\$500
	\$238	\$105	\$1,000	\$1,000	\$1,000	\$1,000
TRANSFER OUT	\$9,644	\$20,334	\$1,632	\$1,632	\$1,632	\$1,632
	\$9,644	\$20,334	\$1,632	\$1,632	\$1,632	\$1,632
TOTAL CORPORATION COUNSEL	\$183,850	\$183,645	\$437,618	\$438,552	\$438,552	\$188,552

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
CORPORATION COUNSEL			
HOURLY	10153061 - 611000 1 ADMINISTRATIVE ASSISTANT	\$47,577	\$47,577
TELEPHONE	10153062 - 622000 12.00 Conversant/Avaya & fax lines 1.00 Long distance	603 40	\$643
EQUIPMENT MAINTENANCE	10153062 - 627000 1.00 Charge for monthly photocopies	900	\$900
CONTRACTED SERVICES	10153062 - 628800 1.00 Westlaw Access, petty cash	1,500	\$1,500
CONTRACTED SERVICES - LEGAL	10153062 - 628801 1.00 Outside legal counsel, expert	385,000	\$385,000
RECORDING FEES	10153062 - 629400 1.00 Fees for filing/recording documents	300	\$300
OFFICE SUPPLIES	10153063 - 630500 1.00 Miscellaneous office supplies	500	\$500
PRINTING SUPPLIES	10153063 - 631000 1.00 Paper supplies, letterhead	500	\$500
TRANSFER OUT	10153088 - 900001 1.00 Avaya Replacement 1 Phones @ \$6 x 12 months 1.00 Photocopier - Equipment Reserve	72 1,560	\$1,632
TOTAL CORPORATION COUNSEL		\$438,552	\$188,552

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
FINANCE DEPARTMENT						
HOURLY	10154061 - 611000	\$475,194	\$490,972	\$512,626	\$512,626	\$510,498
SALARY	10154061 - 611500	\$307,190	\$312,888	\$324,244	\$324,244	\$323,596
TEMPORARY HELP	10154061 - 612000	\$5,215	\$5,032	\$6,143	\$6,143	\$6,143
OVERTIME	10154061 - 612500	\$1,017	\$1,211	\$2,500	\$2,500	\$2,500
		\$788,616	\$810,104	\$845,513	\$845,513	\$842,737
PRINTING & BINDING	10154062 - 620500	\$13,992	\$14,868	\$17,925	\$18,125	\$18,125
ADVERTISING	10154062 - 621000	\$1,042	\$2,581	\$1,500	\$2,100	\$2,100
TELEPHONE	10154062 - 622000	\$2,363	\$2,571	\$3,060	\$3,180	\$3,180
SUBSCRIPTIONS	10154062 - 624500	\$340	\$362	\$530	\$540	\$540
MOTOR VEHICLE MAINT	10154062 - 626500	\$726	\$245	\$150	\$50	\$50
EQUIPMENT MAINTENANCE	10154062 - 627000	\$84,720	\$92,960	\$96,136	\$101,395	\$102,295
CONTRACTED SERVICES	10154062 - 628800	\$46,629	\$39,891	\$48,000	\$49,500	\$49,500
RECORDING FEES	10154062 - 629400	\$7,842	\$7,715	\$8,100	\$8,100	\$8,100
		\$157,653	\$161,193	\$182,990	\$182,990	\$183,890
OFFICE SUPPLIES	10154063 - 630500	\$4,620	\$4,857	\$4,500	\$4,500	\$4,500
GAS & OIL	10154063 - 632000	\$578	\$280	\$0	\$0	\$0
BOOKS	10154063 - 638200	\$99	\$54	\$120	\$120	\$120
VEHICLE SUPPLIES	10154063 - 638600	\$0	\$0	\$25	\$25	\$25
		\$5,297	\$5,191	\$4,645	\$4,645	\$4,645
DUES & MEMBERSHIPS	10154064 - 642000	\$1,740	\$1,750	\$1,768	\$1,768	\$1,768
		\$1,740	\$1,750	\$1,768	\$1,768	\$1,768
TRANSFER OUT	10154088 - 900001	\$2,928	\$2,928	\$2,724	\$2,724	\$2,724
		\$2,928	\$2,928	\$2,724	\$2,724	\$2,724
TOTAL FINANCE DEPARTMENT		\$956,235	\$981,166	\$1,037,640	\$1,037,640	\$1,035,764

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Account Description		Explanation	Line Item Detail		MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
FINANCE DEPARTMENT						
HOURLY	10154061 - 611000	1 TAX/TREASURER 1 DEPUTY ASSESSOR 1 PROPERTY APPRAISER 1 ASSISTANT TO ASSESSOR 1 PURCHASING AGENT PAYROLL ADM 2 CLERK/CASHIER II 1 ACCOUNTANT 1 SENIOR CLERK CASHIER 1 ACCOUNTS PAYABLE CLERK 1 PAYROLL CLERK			\$512,626	\$510,498
SALARY	10154061 - 611500	1 FINANCE DIRECTOR 1 ASSESSOR 1 FINANCE OFFICE MANAGER 1 DEPUTY FINANCE DIRECTOR			\$324,244	\$323,596
TEMPORARY HELP	10154061 - 612000	104.00 Passport Processing Hours 350.00 Temporary help to cover vacations	at 17.00 = 1,768 at 12.50 = 4,375		\$6,143	\$6,143
OVERTIME	10154061 - 612500				\$2,500	\$2,500
PRINTING & BINDING	10154062 - 620500	1.00 Accounts Payable Checks 1.00 Copy paper 1.00 Direct Deposit Forms 1.00 Envelopes for Assessing, Treas 1.00 Homeowners Guides 1.00 Invoices 1.00 Maps & Mylars 1.00 Payroll Checks 1.00 Personal Property Forms 4.00 Tax bill processing for 4 quar 1.00 Toner Cartridges for Printers 1.00 W2, 1099 & 1095C Forms (New ACA 1095C Forms this year)	at 900.00 = 900 at 1,500.00 = 1,500 at 400.00 = 400 at 500.00 = 500 at 250.00 = 250 at 400.00 = 400 at 800.00 = 800 at 350.00 = 350 at 1,100.00 = 1,100 at 2,400.00 = 9,600 at 1,500.00 = 1,500 at 825.00 = 825		\$18,125	\$18,125

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
ADVERTISING	10154062 - 621000	28.00	Bid Ads	at	75.00 =	2,100	\$2,100
TELEPHONE	10154062 - 622000	12.00	Cellphone Stipends for Director, Deputy, Assessor and Assessing office	at	175.00 =	2,100	\$3,180
	12.00	Line Charges		at	90.00 =	1,080	
SUBSCRIPTIONS	10154062 - 624500	1.00	American Institute of Real Estate Appraisers	at	40.00 =	40	\$540
		1.00	Excise Reference Publications	at	125.00 =	125	
		0.50	Marshall & Swift	at	640.00 =	320	
		1.00	Public Investor	at	55.00 =	55	
MOTOR VEHICLE MAINT	10154062 - 626500	1.00	Maintenance of Assessors Pool Car	at	50.00 =	50	\$50
EQUIPMENT MAINTENANCE	10154062 - 627000	1.00	MUNIS -Citizen Online	at	2,415.00 =	2,415	\$101,395
		1.00	Copier Maintenance (cost per copy)	at	500.00 =	500	
		1.00	Folding Machine Maintenance	at	1,150.00 =	250	
		1.00	Gui Client Server Support (MUNIS user interface)	at	2,700.00 =	2,700	
		1.00	MUNIS Software Maintenance *Estimate*	at	81,200.00 =	81,200	
		1.00	Trio Automobile Registration Software	at	6,360.00 =	6,360	
		1.00	Vision Software Maintenance	at	4,345.00 =	4,345	
		1.00	Vision Web Support	at	3,625.00 =	3,625	
CONTRACTED SERVICES	10154062 - 628800	1.00	Annual Audit	at	40,000.00 =	40,000	\$49,500
		1.00	APPRASIAL CONSULTATIONS	at	4,000.00 =	4,000	
		1.00	Past Due Personal Property Collector	at	3,500.00 =	3,500	
		1.00	Special Programming	at	500.00 =	500	
		1.00	Tax Lien Title Research	at	1,500.00 =	1,500	
RECORDING FEES	10154062 - 629400	1.00	Registry of Deeds - Deed Copies & Tax Lien Discharges	at	8,100.00 =	8,100	\$8,100
OFFICE SUPPLIES	10154063 - 630500	1.00	Office supplies & small office machines such as calculators etc.	at	4,500.00 =	4,500	\$4,500
BOOKS	10154063 - 638200	1.00	Misc Finance & Assessing Reference Books	at	120.00 =	120	\$120
VEHICLE SUPPLIES	10154063 - 638600	1.00	Misc Vehicle Supplies	at	25.00 =	25	\$25

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
DUES & MEMBERSHIPS	10154064 - 642000	1.00	GFOA Certificate of Achievemen	at	525	\$1,768
		1.00	GFOA Dues	at	225	
		0.50	IAAO Membership	at	88	
		4.00	Maine Chapter IAAO	at	120	
		2.00	ME and NE GFOA Dues	at	80	
		1.00	ME Assoc of Assessing	at	30	
		1.00	ME Licenses	at	375	
		2.00	MMTCTA Dues	at	50	
		1.00	MSCPA	at	245	
		1.00	N.E. Regional Assessors Associ	at	30	
TRANSFER OUT	10154088 - 900001	17.00	Avaya Replacement 17 Phones @ \$6.00 x 12 months	at	1,224	\$2,724
		1.00	Photocopier - Equipment Reserve	at	1,500	
TOTAL FINANCE DEPARTMENT					\$1,037,640	\$1,035,764

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
INFORMATION TECHNOLOGY						
HOURLY						
10155061 - 611000	\$152,010	\$157,884	\$157,330	\$168,500	\$168,500	\$168,500
SALARY						
10155061 - 611500	\$86,891	\$92,575	\$92,896	\$98,048	\$98,048	\$98,048
OVERTIME						
10155061 - 612500	\$7,255	\$8,942	\$7,000	\$8,000	\$8,000	\$8,000
	\$246,155	\$259,401	\$257,226	\$274,548	\$274,548	\$274,548
TELEPHONE						
10155062 - 622000	\$23,531	\$24,819	\$24,820	\$12,820	\$12,820	\$12,820
SUBSCRIPTIONS						
10155062 - 624500	\$0	\$694	\$0	\$0	\$0	\$0
EQUIPMENT RENTAL						
10155062 - 626000	\$0	\$86	\$0	\$0	\$0	\$0
EQUIPMENT MAINTENANCE						
10155062 - 627000	\$53,024	\$54,341	\$64,800	\$64,800	\$64,800	\$64,800
CONTRACTED SERVICES						
10155062 - 628800	\$8,438	\$15,200	\$18,410	\$17,710	\$17,710	\$17,710
TRAINING						
10155062 - 629000	\$-62	\$125	\$0	\$0	\$0	\$0
	\$84,931	\$95,264	\$108,030	\$95,330	\$95,330	\$95,330
OFFICE SUPPLIES						
10155063 - 630500	\$2,841	\$3,220	\$3,128	\$3,128	\$3,128	\$3,128
BOOKS						
10155063 - 638200	\$150	\$0	\$150	\$150	\$150	\$150
	\$2,991	\$3,220	\$3,278	\$3,278	\$3,278	\$3,278
COMPUTER HARDWARE						
10155065 - 650400	\$49	\$0	\$0	\$0	\$0	\$0
	\$49	\$0	\$0	\$0	\$0	\$0
TRANSFER OUT						
10155088 - 900001	\$39,336	\$35,336	\$35,288	\$35,288	\$35,288	\$35,288
	\$39,336	\$35,336	\$35,288	\$35,288	\$35,288	\$35,288
TOTAL INFORMATION TECHNOLOGY	\$373,463	\$393,221	\$403,822	\$408,444	\$408,444	\$408,444

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>		<u>Explanation</u>	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
INFORMATION TECHNOLOGY				
HOURLY	10155061 - 611000	1 DATA MANAGER 1 IS HELP DESK TECH I 1 IS HELP DESK TECH II	\$168,500	\$168,500
SALARY	10155061 - 611500	1 IS DIRECTOR	\$98,048	\$98,048
OVERTIME	10155061 - 612500	1.00 Overtime	at 8,000.00 = 8,000	\$8,000
TELEPHONE	10155062 - 622000	12.00 4 cell phones with data plans 12.00 Citywide fiber connection. Con 12.00 Conversant/Avaya & fax 1.00 Long distance	at 290.00 = 3,480 at 750.00 = 9,000 at 25.00 = 300 at 40.00 = 40	\$12,820 \$12,820 300 40

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
EQUIPMENT MAINTENANCE 10155062 - 627000	1.00 VM Backup Annual Maintenance	at	6,500.00	=		6,500	\$64,800
	1.00 Annual maintenance on laser printers hp8100dn;hp8000dn;hp4050n;hp8550n	at	850.00	=		850	
	1.00 Avaya PBX Annual Maintenance	at	7,200.00	=		7,200	
	2.00 Backup Servers. Backup Exec license and maintenance.	at	100.00	=		200	
	1.00 Desktop Management Annual Renewal	at	2,500.00	=		2,500	
	1.00 Exchange Server Agent. Backup Exec license and maintenance.	at	150.00	=		150	
	1.00 Fortiguard UTM (Firewall, AV, Webfilter) Annual Maintenance	at	2,000.00	=		2,000	
	1.00 GoDaddy SSL Certificate Annual Renewal	at	300.00	=		300	
	1.00 One year maintenance contract on Cisco equipment (currently with PRESIDIO).	at	20,000.00	=		20,000	
	1.00 PC Parts Replacements	at	2,000.00	=		2,000	
	1.00 Self insurance of servers out of warranty. Remaining Balance to be moved to a reserve.	at	5,000.00	=		5,000	
	1.00 Server Agents. Backup Exec license and maintenance.	at	900.00	=		900	
	1.00 Server Room Air Conditioner Annual Cleaning and Maintenance	at	500.00	=		500	
	1.00 Sophos AV Annual Maintenance	at	3,800.00	=		3,800	
	1.00 Southportland.org Domain Hosting Annual renewal (Network Solutions)	at	600.00	=		600	
	1.00 Tapit Nova Phone System Reporting Tool	at	500.00	=		500	
	1.00 Thycotic Password Reset Self Service Portal	at	950.00	=		950	
	1.00 UPS Batteries	at	250.00	=		250	
	1.00 Vmware licensing	at	7,100.00	=		7,100	
	1.00 Whats up Gold Software renewal	at	3,500.00	=		3,500	
CONTRACTED SERVICES 10155062 - 628800							
	12.00 Web GIS Hosting Fee	at	250.00	=		3,000	\$17,710
	30.00 Avaya Phone System and Voicemail Support Hours	at	107.00	=		3,210	
	1.00 City Website Hosting	at	500.00	=		500	
	1.00 GIS Parcel Layer updates	at	9,500.00	=		9,500	
	1.00 IT Consulting Services	at	1,500.00	=		1,500	

<u>Account Description</u>		<u>Line Item Detail</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
OFFICE SUPPLIES	10155063 - 630500	<u>Explanation</u>					
		2.00 HP 4000 series micro toner	at	110.00	=	220	\$3,128
		1.00 8100 Series Maintenance Kit. Fuser assembly, transfer roller, 8 feed separation rollers.	at	350.00	=	350	
		8.00 HP 4250 series toner. finance, police admin, fire admin, community center.	at	104.00	=	832	
		2.00 HP laserjet 2100 series printer	at	69.00	=	138	
		6.00 HP Laserjet 8000 toner	at	90.00	=	540	
		4.00 HP laserjet 8100 series toner	at	112.00	=	448	
		1.00 Misc office supplies (keyboards, mice, etc)	at	600.00	=	600	
BOOKS	10155063 - 638200	1.00 Books	at	150.00	=	150	\$150
TRANSFER OUT	10155088 - 900001	4.00 Avaya Replacement 4 Phones @ \$6 x 12 months	at	72.00	=	288	\$35,288
		1.00 IT reserves	at	35,000.00	=	35,000	
TOTAL INFORMATION TECHNOLOGY							\$408,444

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

		ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PLANNING DEPARTMENT							
HOURLY	10156061 - 611000	\$33,249	\$33,909	\$34,450	\$35,134	\$35,134	\$35,134
SALARY	10156061 - 611500	\$141,166	\$143,996	\$146,292	\$149,215	\$149,215	\$149,215
TEMPORARY HELP	10156061 - 612000	\$1,976	\$2,138	\$4,595	\$4,125	\$4,125	\$4,125
		\$176,391	\$180,043	\$185,337	\$188,474	\$188,474	\$188,474
PRINTING & BINDING	10156062 - 620500	\$42	\$734	\$300	\$600	\$600	\$600
ADVERTISING	10156062 - 621000	\$3,588	\$965	\$1,000	\$1,000	\$1,000	\$1,000
TELEPHONE	10156062 - 622000	\$1,077	\$1,196	\$1,555	\$1,452	\$1,452	\$1,452
WATER & SEWER	10156062 - 622400	\$522	\$588	\$720	\$720	\$720	\$720
ELECTRIC	10156062 - 622500	\$4,341	\$4,348	\$4,092	\$4,272	\$4,272	\$4,272
SUBSCRIPTIONS	10156062 - 624500	\$1,094	\$899	\$976	\$976	\$976	\$976
EQUIPMENT MAINTENANCE	10156062 - 627000	\$440	\$475	\$1,100	\$1,100	\$1,100	\$1,100
BUILDING MAINTENANCE	10156062 - 627500	\$7,931	\$8,900	\$10,600	\$10,100	\$10,100	\$10,100
CONTRACTED SERVICES	10156062 - 628800	\$800	\$4,614	\$800	\$1,200	\$1,200	\$1,200
CONTRACT SERVICES-ENGINEER	10156062 - 628802	\$4,067	\$4,236	\$7,000	\$6,500	\$6,500	\$6,500
		\$23,900	\$26,954	\$28,143	\$27,920	\$27,920	\$27,920
OFFICE SUPPLIES	10156063 - 630500	\$1,354	\$1,211	\$1,600	\$1,600	\$1,600	\$1,600
PRINTING SUPPLIES	10156063 - 631000	\$2,574	\$196	\$1,800	\$1,800	\$1,800	\$1,800
HEATING FUEL	10156063 - 631500	\$10,934	\$12,436	\$11,504	\$11,504	\$11,504	\$11,504
BOOKS	10156063 - 638200	\$267	\$50	\$250	\$250	\$250	\$250
		\$15,129	\$13,893	\$15,154	\$15,154	\$15,154	\$15,154
DUES & MEMBERSHIPS	10156064 - 642000	\$1,260	\$1,223	\$1,250	\$1,250	\$1,250	\$1,250
		\$1,260	\$1,223	\$1,250	\$1,250	\$1,250	\$1,250
TRANSFER OUT	10156088 - 900001	\$420	\$420	\$360	\$360	\$360	\$360
		\$420	\$420	\$360	\$360	\$360	\$360
TOTAL PLANNING DEPARTMENT		\$217,101	\$222,533	\$230,244	\$233,158	\$233,158	\$233,158

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Account Description		Explanation		Line Item Detail		MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PLANNING DEPARTMENT							
HOURLY	10156061 - 611000	1	PLANNING ADMIN. SECRETARY			\$35,134	\$35,134
SALARY	10156061 - 611500	1	DIRECTOR OF PLANNING AND DEV 1 PLANNER			\$149,215	\$149,215
TEMPORARY HELP	10156061 - 612000	150.00	Summer intern	at	7.50 =	1,125	\$4,125
		10.00	Supplemental editing of Planning Board memos	at	25.00 =	250	
		10.00	Minutes-taking for Comprehensive Plan Implementation Committee meetings	at	60.00 =	600	
		18.00	Minutes-taking for Planning Board meetings.	at	75.00 =	1,350	
		1.00	SPTV Filming of Planning Board Meetings	at	800.00 =	800	
PRINTING & BINDING	10156062 - 620500	1.00	Stationery, maps, graphics, reports, large copying jobs. Expect this year to have to print the West End Master Plan. Such plans require draft as well as final printing.	at	600.00 =	600	\$600
ADVERTISING	10156062 - 621000	1.00	Legal and public notice advertisements, such as for City-initiated zone changes.	at	1,000.00 =	1,000	\$1,000
TELEPHONE	10156062 - 622000	12.00	Cellphone Charges	at	65.00 =	780	\$1,452
		12.00	Phone Fax Line Charges and T-1 Internet Charges	at	56.00 =	672	
WATER & SEWER	10156062 - 622400	12.00	Water usage in the Planning & Development building.	at	60.00 =	720	\$720
ELECTRIC	10156062 - 622500	12.00	Main building usage--CMP from grid less solar to grid plus ReVision Energy from solar. Solar to grid also offsets Assessing building usage.	at	340.00 =	4,080	\$4,272
		12.00	Trailer usage	at	16.00 =	192	
SUBSCRIPTIONS	10156062 - 624500	7.00	Maine Townsman for the Planning Board members.	at	8.00 =	56	\$976
		1.00	Planners Advisory Service	at	795.00 =	795	
		1.00	Journal of APA	at	50.00 =	50	
		1.00	MaineBiz	at	45.00 =	45	
		1.00	Metropolis magazine	at	30.00 =	30	

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
EQUIPMENT MAINTENANCE	10156062 - 627000	12.00	Copier Service Contract (Expected average = \$55/month)	at	50.00	= 600
		1.00	Repairs, supplies, upgrades for computer, printing and graphics equipment (e.g., plotter).	at	500.00	= 500
BUILDING MAINTENANCE	10156062 - 627500	1.00	Boiler and heating system service	at	1,000.00	= 1,000
		1.00	Pest control	at	500.00	= 500
		1.00	Electrical repairs	at	600.00	= 600
		52.00	Janitorial service: mopping and vacuuming. Staff obtains bathroom supplies & handles trash, etc.	at	125.00	= 6,500
		1.00	Maintenance and repairs: non-routine repairs; safety compliance improvements; etc.	at	1,500.00	= 1,500
CONTRACTED SERVICES	10156062 - 628800	1.00	Non-engineering contracted services and miscellaneous expenses like ancillary workshops and conferences, food for public meetings, bulk mail certifications, notary licenses, etc.	at	1,200.00	= 1,200
CONTRACT SERVICES-ENGINEERING	10156062 - 628802	1.00	Outside traffic and other engineering & site design services, like evaluating roundabout possibilities, adding a sidewalk, preparing an underground utilities map, preparing graphics for a neighborhood traffic meeting, and assisting with meetings with MDOT.	at	6,500.00	= 6,500
OFFICE SUPPLIES	10156063 - 630500	1.00	Supplies to operate Planning functions of the Department	at	1,600.00	= 1,600
PRINTING SUPPLIES	10156063 - 631000	1.00	Copier & printer paper; paper rolls for plotter; ink cartridges for printers and plotter; toner.	at	1,800.00	= 1,800
HEATING FUEL	10156063 - 631500	7,190.00	Natural gas heat for Planning & Development building. On-line conversion calculator indicated savings of \$15,269. Cut approx. in half to be conservative.	at	1.60	= 11,504
BOOKS	10156063 - 638200	1.00	Up-to-date planning books to maintain professional education.	at	250.00	= 250
DUES & MEMBERSHIPS	10156064 - 642000	1.00	APA admin fee for Planning Board members	at	100.00	= 100
		7.00	Planning Board Members' APA Membership	at	50.00	= 350
		2.00	Planning Director & Community Planner Maine Association of Planners Membership	at	40.00	= 80
		1.00	Planning Director APA/AICP Membership	at	495.00	= 495
		1.00	Urban Land Institute	at	225.00	= 225

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>				MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
TRANSFER OUT	10156088 - 900001	5.00	Avaya Replacement 5 Phones @ \$6 x 12 months	at 72.00 = 360	\$360	\$360
TOTAL PLANNING DEPARTMENT					\$233,158	\$233,158

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
SUSTAINABILITY						
HOURLY	\$0	\$0	\$61,321	\$62,555	\$62,555	\$62,555
TEMPORARY HELP	\$0	\$0	\$0	\$8,400	\$8,400	\$8,400
	\$0	\$0	\$61,321	\$70,955	\$70,955	\$70,955
PRINTING & BINDING	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000
TELEPHONE	\$0	\$0	\$600	\$600	\$600	\$600
EVENTS/SHOWS	\$0	\$0	\$0	\$2,000	\$2,000	\$2,000
CONTRACTED SERVICES	\$0	\$0	\$0	\$5,000	\$5,000	\$5,000
	\$0	\$0	\$600	\$8,600	\$8,600	\$8,600
OFFICE SUPPLIES	\$0	\$0	\$250	\$250	\$250	\$250
FOOD	\$0	\$0	\$0	\$800	\$800	\$800
MISC SUPPLIES	\$0	\$0	\$0	\$1,000	\$1,000	\$1,000
	\$0	\$0	\$250	\$2,050	\$2,050	\$2,050
DUES & MEMBERSHIPS	\$0	\$0	\$300	\$1,450	\$1,450	\$1,450
	\$0	\$0	\$300	\$1,450	\$1,450	\$1,450
TRANSFER OUT	\$0	\$0	\$72	\$72	\$72	\$72
	\$0	\$0	\$72	\$72	\$72	\$72
TOTAL SUSTAINABILITY	\$0	\$0	\$62,543	\$83,127	\$83,127	\$83,127

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
SUSTAINABILITY						
HOURLY	10157061 - 611000	1	SUSTAINABILITY COORDINATOR		\$62,555	\$62,555
TEMPORARY HELP	10157061 - 612000	1.00	EMPLOYEE ONE DAY A WEEK	at	6,000.00 =	6,000
		2.00	STIPEND FOR INTERNSHIP POSITIONS	at	1,200.00 =	2,400
PRINTING & BINDING	10157062 - 620500	1.00	CLIMATE ACTION PLAN AND MISC. REPORTS	at	1,000.00 =	1,000
TELEPHONE	10157062 - 622000	12.00		at	50.00 =	600
EVENTS/SHOWS	10157062 - 628400	1.00	PESTICIDES - PUBLIC EDUCATION, RESIDENTIAL RECYCLING CAMPAIGN	at	2,000.00 =	2,000
CONTRACTED SERVICES	10157062 - 628800	1.00	SPECIAL PROJECTS, CONSULTANTS, WASTE ALTERNATIVE SERVICES, ENERGY MANAGEMENT PLAN (MOVED FROM BUILDING MAINTENANCE BUDGET)	at	5,000.00 =	5,000
OFFICE SUPPLIES	10157063 - 630500	1.00	Office Supplies	at	250.00 =	250
FOOD	10157063 - 633500	1.00	FOOD FOR EVENTS	at	800.00 =	800
MISC SUPPLIES	10157063 - 639900	1.00	RECYCLING BINS	at	1,000.00 =	1,000
DUES & MEMBERSHIPS	10157064 - 642000	1.00	URBAN SUSTAINABILITY DIRECTORS NETWORK, ICLEI LOCAL GOVERNMENTS FOR SUSTAINABILITY	at	1,450.00 =	1,450
TRANSFER OUT	10157088 - 900001	1.00	Avaya Replacement 1 Phone @\$6 x 12 months	at	72.00 =	72
TOTAL SUSTAINABILITY					\$83,127	\$83,127

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
HUMAN RESOURCES						
HOURLY	\$63,058	\$60,413	\$61,391	\$62,619	\$82,619	\$105,454
SALARY	\$143,345	\$147,471	\$151,993	\$156,289	\$156,289	\$156,289
TEMPORARY HELP	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500
OVERTIME	\$0	\$192	\$0	\$0	\$0	\$0
	\$206,403	\$208,077	\$214,884	\$220,408	\$240,408	\$263,243
PRINTING & BINDING		\$982	\$515	\$650	\$650	\$650
ADVERTISING	\$230	\$1,454	\$3,525	\$3,950	\$3,950	\$3,950
TELEPHONE	\$2,261	\$2,016	\$2,376	\$2,376	\$2,376	\$2,376
TRAVEL	\$2,485	\$1,960	\$4,750	\$4,500	\$4,500	\$4,500
AUTO MILEAGE	\$2,135	\$8,147	\$7,350	\$8,100	\$8,100	\$8,100
SUBSCRIPTIONS	\$7,197	\$2,678	\$1,950	\$1,450	\$1,450	\$1,450
CONTRACTED SERVICES	\$1,184	\$4,623	\$7,215	\$7,500	\$7,500	\$7,500
CONTRACTED SERVICES - LEGAL	\$361	\$23,774	\$18,000	\$18,000	\$18,000	\$18,000
TRAINING	\$16,210	\$56,774	\$50,130	\$50,605	\$50,605	\$50,605
EDUCATIONAL REIMBURSEMENT	\$44,479	\$14,348	\$12,000	\$12,000	\$12,000	\$12,000
	\$17,570	\$116,756	\$107,811	\$109,131	\$109,131	\$109,131
OFFICE SUPPLIES	\$708	\$380	\$850	\$750	\$750	\$750
PRINTING SUPPLIES	\$0	\$105	\$135	\$135	\$135	\$135
	\$708	\$485	\$985	\$885	\$885	\$885
EMPLOYEE RECOGNITION	\$0	\$0	\$3,500	\$3,500	\$3,500	\$3,500
DUES & MEMBERSHIPS	\$344	\$519	\$475	\$600	\$600	\$600
	\$344	\$519	\$3,975	\$4,100	\$4,100	\$4,100
TRANSFER OUT	\$420	\$420	\$360	\$360	\$360	\$360
	\$420	\$420	\$360	\$360	\$360	\$360
TOTAL HUMAN RESOURCES	\$301,987	\$326,256	\$328,015	\$334,884	\$354,884	\$377,719

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail					MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
Account Description		Explanation				
HUMAN RESOURCES						
HOURLY	10158061 - 611000	1 PURCHASING AGENT PAYROLL ADM 1 HR SPECIALIST/CASEWORKER 1 SAFETY SPECIALIST			\$82,619	\$105,454
SALARY	10158061 - 611500	1 HUMAN RESOURCE DIRECTOR 1 EMP RELATIONS MANAGER			\$156,289	\$156,289
TEMPORARY HELP	10158061 - 612000	1.00 SPTV Filming of Training Sessions	at	1,500.00 =	1,500	\$1,500
PRINTING & BINDING	10158062 - 620500	1.00 Forms, business cards, personnel policies, folders, envelopes Printing of Wage Rate Adjustment forms, business envelopes, personnel policies	at	650.00 =	650	\$650
ADVERTISING	10158062 - 621000	1.00 JobsInME.com, MaineJobs.com, department professional organizations, national& regional postings	at	3,950.00 =	3,950	\$3,950
TELEPHONE	10158062 - 622000	12.00 Business line, fax line, internet, phones for HR Director and Employee Relations Manager	at	198.00 =	2,376	\$2,376
TRAVEL	10158062 - 623000	1.00 Staff travel expenses to attend training conferences and seminars - air, train, bus, parking, tolls, lodging, food, etc.	at	4,500.00 =	4,500	\$4,500
AUTO MILEAGE	10158062 - 623500	1.00 Mileage reimbursement to staff who use personal vehicle for city business at IRS rate, currently \$0.54 per mile.	at	8,100.00 =	8,100	\$8,100
SUBSCRIPTIONS	10158062 - 624500	1.00 HR, Labor and Employment reference materials; DOL compliance posters 1.00 Required State and Federal Employment Postings	at	800.00 = 650.00 =	800 650	\$1,450
CONTRACTED SERVICES	10158062 - 628800	1.00 MUNIS HR Software annual maintenance fee; training - (Applicant Tracking, Employee Self service); PowerDMS license fee; Drug & Alcohol testing; Personnel Services	at	7,500.00 =	7,500	\$7,500
CONTRACTED SERVICES - LEGAL	10158062 - 628801	1.00 Contracted Legal Services for HR - Personnel, Employment, Labor Relations	at	18,000.00 =	18,000	\$18,000
TRAINING	10158062 - 629000				\$50,605	\$50,605

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
EDUCATIONAL REIMBURSEMENT	1.00 Employee tuition reimbursement for degree programs and continuing education	at 12,000.00 = 12,000	\$12,000	\$12,000
OFFICE SUPPLIES	1.00 General office supplies, copy paper	at 750.00 = 750	\$750	\$750
PRINTING SUPPLIES	1.00 Ink cartridges for fax machine	at 135.00 = 135	\$135	\$135
EMPLOYEE RECOGNITION	1.00 Employee Recognitions	at 3,500.00 = 3,500	\$3,500	\$3,500
DUES & MEMBERSHIPS	1.00 Society for Human Resources Management (SHRM), National Public Employees Assoc. (NPELRA), Maine Labor and Employee Relations Assoc. (LERA Maine), Maine Local Government Human Resources Assoc. (MLGHRA)	at 600.00 = 600	\$600	\$600
TRANSFER OUT	5.00 Avaya Replacement 5 Phones @ \$6. x 12 months	at 360 = 360	\$360	\$360
TOTAL HUMAN RESOURCES			\$354,884	\$377,719

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CITY BUILDING						
HOURLY	\$35,434	\$30,559	\$34,324	\$34,897	\$34,897	\$34,897
TEMPORARY HELP	\$586	\$1,028	\$720	\$720	\$720	\$720
OVERTIME	\$25	\$0	\$0	\$0	\$0	\$0
	\$36,045	\$31,586	\$35,044	\$35,617	\$35,617	\$35,617
POSTAGE	\$39,857	\$42,412	\$41,000	\$41,000	\$41,000	\$41,000
TELEPHONE	\$1,622	\$1,258	\$1,655	\$1,655	\$1,655	\$1,655
WATER & SEWER	\$1,755	\$1,469	\$1,632	\$1,632	\$1,632	\$1,632
ELECTRIC	\$21,259	\$22,203	\$25,200	\$24,850	\$24,850	\$24,850
CLEANING	\$834	\$1,094	\$4,000	\$4,400	\$4,400	\$4,400
EQUIPMENT MAINTENANCE	\$4,099	\$2,722	\$4,420	\$4,710	\$4,710	\$4,710
BUILDING MAINTENANCE	\$44,159	\$13,761	\$26,980	\$27,280	\$27,280	\$27,280
BUILDINGS-LEASED	\$0	\$0	\$100	\$100	\$100	\$100
CONTRACTED SERVICES	\$115	\$0	\$0	\$0	\$0	\$0
CONTRACTED SERVICES -ENERG	\$23,221	\$23,683	\$23,918	\$17,762	\$17,762	\$17,762
	\$136,922	\$108,603	\$128,905	\$123,389	\$123,389	\$123,389
HEATING FUEL	\$8,340	\$10,504	\$10,290	\$9,715	\$9,715	\$9,715
CLEANING SUPPLIES	\$2,767	\$1,984	\$2,200	\$2,200	\$2,200	\$2,200
MISC SUPPLIES	\$903	\$900	\$600	\$600	\$600	\$600
	\$12,009	\$13,389	\$13,090	\$12,515	\$12,515	\$12,515
RENT	\$3,527	\$2,923	\$5,812	\$6,712	\$6,712	\$6,712
	\$3,527	\$2,923	\$5,812	\$6,712	\$6,712	\$6,712
OFFICE EQUIPMENT	\$481	\$59	\$450	\$450	\$450	\$450
BUILDINGS	\$3,516	\$4,430	\$7,500	\$7,500	\$7,500	\$7,500
	\$3,997	\$4,489	\$7,950	\$7,950	\$7,950	\$7,950
TRANSFER OUT	\$84	\$84	\$72	\$72	\$72	\$72
	\$84	\$84	\$72	\$72	\$72	\$72
TOTAL CITY BUILDING	\$192,586	\$161,074	\$190,873	\$186,255	\$186,255	\$186,255

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail									
Account Description		Explanation				MANAGER'S BUDGET 2016/2017		ADOPTED BUDGET 2016/2017	
CITY BUILDING									
HOURLY	10159061 - 611000	1 BUILDING MAINTENANCE CUSTODIAN						\$34,897	\$34,897
TEMPORARY HELP	10159061 - 612000	60.00	Temporary Help	at	12.00	=	720	\$720	\$720
POSTAGE	10159062 - 621500	1.00	Postage - all municipal mail including overnight delivery, tax bills, notices and general mail	at	41,000.00	=	41,000	\$41,000	\$41,000
TELEPHONE	10159062 - 622000	12.00	Conversant - Switchboard and Fax Line Charges	at	50.00	=	600	\$1,655	\$1,655
		1.00	Foreign Language Translation - Annual Renewal Fee	at	35.00	=	35		
		12.00	Long Distance calls switchboard fax machine	at	85.00	=	1,020		
WATER & SEWER	10159062 - 622400	12.00	Electrical Building	at	16.00	=	192	\$1,632	\$1,632
		12.00	Service at City Hall & City Hall Annex	at	120.00	=	1,440		
ELECTRIC	10159062 - 622500	1.00	Service at 41 Thomas Street (Annex)	at	2,300.00	=	2,300	\$24,850	\$24,850
		1.00	Service at City Hall	at	20,950.00	=	20,950		
		1.00	Various Other Electrical	at	1,600.00	=	1,600		
CLEANING	10159062 - 625000	1.00	Annual strip,seal,wax of basement & first floor bathrooms. Bi-monthly buffing.	at	1,000.00	=	1,000	\$4,400	\$4,400
		1.00	Carpet Cleaning	at	2,400.00	=	2,400		
		1.00	Gutter Cleaning	at	1,000.00	=	1,000		
EQUIPMENT MAINTENANCE	10159062 - 627000	1.00	Fire Extinguisher Inspections	at	240.00	=	240	\$4,710	\$4,710
		1.00	Generator Annual Maintenance	at	1,750.00	=	1,750		
		1.00	Maintenance on postage machine auto feeder - E570	at	300.00	=	300		
		4.00	Postage Meter (quarterly)	at	380.00	=	1,520		
		1.00	Postage Meter Various	at	500.00	=	500		
		1.00	Repair of custodial equipment	at	400.00	=	400		

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Line Item Detail									
Account Description	Explanation						MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017	
BUILDING MAINTENANCE	10159062 - 627500	4.00	Boiler inspection	at	80.00	=	320		\$27,280
		1.00	Boiler Service	at	5,000.00	=	5,000		
		1.00	Electrical Maintenance City Hall	at	2,500.00	=	2,500		
		1.00	Elevator Inspection	at	260.00	=	260		
		4.00	Elevator maintenance	at	1,140.00	=	4,560		
		1.00	Fire Alarm Maintenance Contract	at	1,140.00	=	1,140		
		1.00	HVAC	at	500.00	=	500		
		1.00	Repairs & General Maintenance	at	12,000.00	=	12,000		
		1.00	Security alarm maintenance	at	1,000.00	=	1,000		
BUILDINGS-LEASED	10159062 - 627510	2.00	Boiler Certificate at Roosevelt and Hutchins	at	50.00	=	100	\$100	\$100
CONTRACTED SERVICES	10159062 - 628806	1.00	Siemens Maintenance Contract	at	17,762.00	=	17,762	\$17,762	\$17,762
HEATING FUEL	10159063 - 631500	5,100.00	Natural Gas for City Hall	at	1.45	=	7,395	\$9,715	\$9,715
	1,600.00	Natural Gas for City Hall Annex	at	1.45	=	2,320			
CLEANING SUPPLIES	10159063 - 636500	1.00	Medical kit	at	200.00	=	200	\$2,200	\$2,200
		1.00	Soap, paper towels, toilet paper, custodial products, etc.	at	2,000.00	=	2,000		
MISC SUPPLIES	10159063 - 639900	1.00	Keys, hardware items, small repair parts	at	600.00	=	600	\$600	\$600
RENT	10159064 - 641000	1.00	Post Office box	at	1,480.00	=	1,480	\$6,712	\$6,712
		12.00	Record Storage / Monthly fee & Access fees	at	236.00	=	2,832		
		12.00	REDBANK HUB	at	200.00	=	2,400		
OFFICE EQUIPMENT	10159065 - 650500	1.00	Industrial Vacuum cleaner	at	450.00	=	450	\$450	\$450
BUILDINGS	10159065 - 658000	1.00	Painting of one quarter of interior of City Hall	at	3,500.00	=	3,500	\$7,500	\$7,500
		1.00	Re-carpet high wear areas of City Hall	at	4,000.00	=	4,000		
TRANSFER OUT	10159088 - 900001	1.00	Avaya Replacement 1 Phone @ \$6 x 12 months	at	72.00	=	72	\$72	\$72
TOTAL CITY BUILDING									
								\$186,255	\$186,255

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
POLICE DEPARTMENT						
HOURLY	\$2,924,392	\$3,013,475	\$3,148,892	\$3,277,926	\$3,277,926	\$3,273,632
SCHOOL CROSSING GUIDES	\$33,406	\$32,545	\$43,374	\$43,374	\$43,374	\$43,374
POLICE IN-SERVICE TRAINING	\$34,563	\$29,417	\$32,085	\$33,050	\$33,050	\$33,050
POLICE COURT APPEARANCES	\$29,856	\$30,496	\$42,230	\$43,500	\$43,500	\$43,500
SALARY	\$165,424	\$168,750	\$171,617	\$175,054	\$175,054	\$175,054
OVERTIME	\$226,122	\$235,634	\$233,658	\$240,668	\$240,668	\$240,668
	\$3,413,763	\$3,510,318	\$3,671,856	\$3,813,572	\$3,813,572	\$3,809,278
PRINTING & BINDING	\$4,286	\$1,600	\$5,050	\$5,050	\$5,050	\$5,050
TELEPHONE	\$27,102	\$25,910	\$26,125	\$27,445	\$27,445	\$27,445
WATER & SEWER	\$952	\$944	\$1,020	\$1,020	\$1,020	\$1,020
ELECTRIC	\$7,501	\$8,514	\$9,540	\$9,540	\$9,540	\$9,540
SUBSCRIPTIONS	\$1,456	\$832	\$3,835	\$4,075	\$4,075	\$4,075
CLEANING	\$2,163	\$1,587	\$2,000	\$2,000	\$2,000	\$2,000
MOTOR VEHICLE MAINT	\$1,727	\$0	\$1,000	\$1,100	\$1,100	\$1,100
EQUIPMENT MAINTENANCE	\$34,984	\$43,896	\$50,893	\$61,471	\$61,471	\$61,471
RADIO MAINTENANCE	\$6,689	\$12,715	\$15,000	\$15,000	\$15,000	\$15,000
BUILDING MAINTENANCE	\$25,749	\$35,908	\$27,500	\$33,500	\$30,500	\$30,500
CRIMINAL INVESTIGATION	\$5,091	\$3,496	\$3,500	\$3,700	\$3,700	\$3,700
CONTRACTED SERVICES	\$33,899	\$37,412	\$41,753	\$41,953	\$41,953	\$41,953
TRAINING	\$47,592	\$30,222	\$30,400	\$32,850	\$32,850	\$32,850
	\$199,191	\$203,037	\$217,616	\$238,704	\$235,704	\$235,704
OFFICE SUPPLIES	\$4,538	\$4,419	\$4,000	\$4,000	\$4,000	\$4,000
HEATING FUEL	\$38,176	\$35,357	\$37,400	\$37,400	\$37,400	\$37,400
GAS & OIL	\$120,038	\$112,259	\$103,875	\$69,250	\$69,250	\$69,250
TIRES & TUBES	\$7,544	\$11,653	\$8,500	\$9,000	\$9,000	\$9,000
CLOTHING	\$33,304	\$40,462	\$45,770	\$46,645	\$46,645	\$46,645
MEDICAL & LAB SUPPLIES	\$1,314	\$1,808	\$1,250	\$1,300	\$1,300	\$1,300
PUBLIC SAFETY SUPPLIES	\$34,219	\$35,947	\$21,158	\$30,308	\$23,308	\$23,308
SMALL TOOLS	\$623	\$8	\$1,000	\$1,000	\$1,000	\$1,000
CLEANING SUPPLIES	\$2,470	\$3,001	\$1,800	\$2,100	\$2,100	\$2,100
ANIMAL SUPPLIES	\$4,834	\$4,745	\$3,708	\$3,900	\$3,900	\$3,900
VEHICLE SUPPLIES	\$23,789	\$26,463	\$21,525	\$24,000	\$24,000	\$24,000
	\$270,849	\$276,122	\$249,986	\$228,903	\$221,903	\$221,903
DUES & MEMBERSHIPS	\$1,067	\$2,473	\$1,525	\$2,575	\$2,575	\$2,575
	\$1,067	\$2,473	\$1,525	\$2,575	\$2,575	\$2,575
COMPUTER HARDWARE	\$575	\$1,354	\$1,050	\$1,100	\$1,100	\$1,100

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
MOTOR VEHICLES	10263065 - 651000	\$80,412 \$80,987	\$115,000 \$116,050	\$119,800 \$120,900	\$119,800 \$120,900	\$119,800 \$120,900
TRANSFER OUT	10263088 - 9000001	\$13,376 \$13,376	\$12,908 \$12,908	\$12,908 \$12,908	\$12,908 \$12,908	\$12,908 \$12,908
TOTAL POLICE DEPARTMENT		\$3,979,233	\$4,269,941	\$4,417,562	\$4,407,562	\$4,403,268

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
POLICE DEPARTMENT			
HOURLY			
	10263061 - 6111000	\$3,277,926	\$3,273,632
	3 POLICE LIEUTENENTS		
	7 POLICE SERGEANT		
	36 POLICE PATROL		
	5 POLICE DETECTIVE		
	1 POLICE ADMIN. SECRETARY		
	1 POLICE MECHANIC		
	1 POLICE CUSTODIAN		
	1 ANIMAL CONTROL OFFICER		
	1 MDEA-PATROL		
	1 POLICE ADMIN. INFO ASSISTANT		
	1 PART TIME PUB SAFETY SECRETARY		
SCHOOL CROSSING GUIDES	10263061 - 611100	\$43,374	\$43,374
POLICE IN-SERVICE TRAINING	10263061 - 611300	\$33,050	\$33,050
POLICE COURT APPEARANCES	10263061 - 611400	\$43,500	\$43,500
SALARY	10263061 - 611500	\$175,054	\$175,054
	1 POLICE CHIEF		
	1 DEPUTY POLICE CHIEF		
OVERTIME	10263061 - 612500	\$240,668	\$240,668
PRINTING & BINDING	10263062 - 620500	\$5,050	\$5,050
	1.00 Complaint forms	at 700.00 = 700	
	1.00 Computer paper	at 2,000.00 = 2,000	
	1.00 Evidence cards	at 150.00 = 150	
	1.00 Informational pamphlets	at 500.00 = 500	
	1.00 Parking ticket paper	at 500.00 = 500	
	1.00 Property bags	at 100.00 = 100	
	1.00 Property tags	at 100.00 = 100	
	1.00 Scheduling Calendars	at 50.00 = 50	
	1.00 Stationary & Envelopes	at 750.00 = 750	
	1.00 Warning cards	at 200.00 = 200	

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Line Item Detail						
<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
TELEPHONE	10263062 - 622000	1.00 Cell Phones	at	9,900.00 =	9,900	\$27,445
		12.00 Conversant/Avaya & fax	at	600.00 =	7,200	
		12.00 Long distance	at	90.00 =	1,080	
		19.00 Mobile air cards/annual fee	at	480.00 =	9,120	
		1.00 Pagers	at	145.00 =	145	
WATER & SEWER	10263062 - 622400	12.00 Water and sewer usage at Polic	at	85.00 =	1,020	\$1,020
ELECTRIC	10263062 - 622500	12.00 Monthly electrical costs	at	795.00 =	9,540	\$9,540
SUBSCRIPTIONS	10263062 - 624500	1.00 Accreditation Standards	at	100.00 =	100	\$4,075
		1.00 Professional publications	at	300.00 =	300	
		25.00 Ferdico Title 17A (criminal st	at	26.00 =	650	
		25.00 Ferdico Title 29A (traffic law	at	26.00 =	650	
		1.00 ICAPNet	at	1,600.00 =	1,600	
		1.00 Investigative Publications	at	400.00 =	400	
		5.00 Law Enforcement Officer's Manu	at	55.00 =	275	
		1.00 Legal Updates	at	100.00 =	100	
CLEANING	10263062 - 625000	1.00 Vehicle Cleaning	at	2,000.00 =	2,000	\$2,000
MOTOR VEHICLE MAINT	10263062 - 626500	1.00 Body repair and painting to ve	at	1,100.00 =	1,100	\$1,100

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
EQUIPMENT MAINTENANCE	10263062 - 627000				\$61,471	\$61,471
	2.00 ALPR Maintenance		at	2,494.00	=	4,988
	1.00 Coplogic on-line Crime Reporting Maintenance		at	5,160.00	=	5,160
	1.00 Electronic Parking Ticket Maintenance		at	2,861.00	=	2,861
	1.00 Power DMS Maintenance		at	4,500.00	=	4,500
	1.00 Tele-Staff Scheduling Maintenance		at	2,900.00	=	2,900
	1.00 Computer Hardware Maintenance		at	3,500.00	=	3,500
	1.00 In-car Video (Watchguard)Maintenance		at	4,900.00	=	4,900
	1.00 My-PD phone application		at	475.00	=	475
	2.00 Photocopier Maintenance (cost per copy contract)		at	1,200.00	=	2,400
	1.00 Police Mobile Software Maintenance		at	17,302.00	=	17,302
	1.00 MDB Client, Field Reporting and Field Interview					
	1.00 RMSoftware Maintenance-Naviline Crimes,LG		at	11,799.00	=	11,799
	1.00 Crimes,Qrep, CAD Interface, Community Connect					
	1.00 State Open Fox Messenger		at	686.00	=	686
RADIO MAINTENANCE	10263062 - 627100				\$15,000	\$15,000
BUILDING MAINTENANCE	10263062 - 627500				\$30,500	\$30,500
	1.00 Furnace/Heat/AC Maintenance and Repair		at	6,000.00	=	6,000
	1.00 Permits, Inspections and Licenses		at	3,000.00	=	3,000
	1.00 Electrical Repairs		at	4,000.00	=	4,000
	1.00 General Building Repairs and Maintenance		at	14,000.00	=	14,000
	1.00 Plumbing Repairs		at	3,500.00	=	3,500
CRIMINAL INVESTIGATION	10263062 - 628000				\$3,700	\$3,700
CONTRACTED SERVICES	10263062 - 628800				\$41,953	\$41,953
	1.00 Annual contribution to the Trauma Intervention		at	1,100.00	=	1,100
	Program for services provided to the community.					
	6.00 Blood Tech Services		at	100.00	=	600
	1.00 Physical Fitness Program		at	2,500.00	=	2,500
	1.00 Animal Refuge League fee for services		at	34,503.00	=	34,503
	1.00 Code Red - 5 x 10,000 calls		at	1,000.00	=	1,000
	1.00 Disposal fees for animal carcasses		at	250.00	=	250
	1.00 Emergency Veterinary Care		at	2,000.00	=	2,000

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
TRAINING	10263062 - 629000	1.00	Accreditation Conference	at	1,000.00	=	1,000
		1.00	Guardian Video Training Program	at	1,350.00	=	1,350
		1.00	Annual IACP Conference and Training	at	1,600.00	=	1,600
		1.00	District 2 in-service training	at	3,000.00	=	3,000
		1.00	In-service training at MCJA	at	3,000.00	=	3,000
		5.00	New officer training at MCJA	at	2,500.00	=	12,500
		1.00	Polygraph Training	at	1,000.00	=	1,000
		1.00	Specialized training by FBI, IACP and other law enforcement entities	at	6,000.00	=	6,000
		1.00	SPTV Filming of Training Sessions	at	400.00	=	400
		1.00	Training for SWAT Team	at	3,000.00	=	3,000
OFFICE SUPPLIES	10263063 - 630500	1.00	Office supplies for 53 sworn officers and 6 civilian employees	at	4,000.00	=	4,000
							\$4,000
HEATING FUEL	10263063 - 631500	800.00	Heating oil for Police Garage	at	3.40	=	2,720
		10,200.00	Heating oil for Police Station	at	3.40	=	34,680
							\$37,400
GAS & OIL	10263063 - 632000	425.00	Diesel for police fleet vehicles	at	2.00	=	850
		38,000.00	Gasoline for police fleet vehicles	at	1.80	=	68,400
							\$69,250
TIRES & TUBES	10263063 - 632500	1.00	Replacement tires for marked and unmarked cruisers	at	9,000.00	=	9,000
							\$9,000
CLOTHING	10263063 - 634500	5.00	Detective call-out ballistic vest carriers	at	150.00	=	750
		1.00	Mechanic uniforms	at	300.00	=	300
		1.00	Animal Control Officer uniform and accessories	at	500.00	=	500
		5.00	Body Armor	at	825.00	=	4,125
		12.00	Contractual clothing allowance for Command and Supervisors	at	430.00	=	5,160
		42.00	Contractual clothing allowance for Patrol Officers	at	430.00	=	18,060
		1.00	Crossing Guides clothing and safety equipment	at	500.00	=	500
		5.00	Dress uniforms and accessories	at	350.00	=	1,750
		1.00	Leather and nylon gear	at	3,000.00	=	3,000
		5.00	New officers issued uniforms and related accessories	at	1,500.00	=	7,500
		1.00	Replacement of damaged uniform and accessories	at	3,000.00	=	3,000
		1.00	SWAT gear	at	2,000.00	=	2,000
							\$1,300
MEDICAL & LAB SUPPLIES	10263063 - 635000						\$1,300
							\$1,300

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Line Item Detail									
Account Description	Explanation						MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017	
PUBLIC SAFETY SUPPLIES	10263063 - 635800	1.00	Taser Cartridges/Battery Packs	at	1,000.00	=	1,000	\$23,308	\$23,308
		1.00	Ammunition, targets & cleaning	at	12,500.00	=	12,500		
		1.00	Animal Control supplies	at	500.00	=	500		
		1.00	Crime lab	at	2,150.00	=	2,150		
		1.00	Cruiser trunk supplies	at	1,200.00	=	1,200		
		1.00	DVD's, CDRs and other digital media	at	300.00	=	300		
		1.00	Evidence Technician supplies	at	1,800.00	=	1,800		
		1.00	Identi-kit rental	at	408.00	=	408		
		1.00	O.C. spray	at	400.00	=	400		
		1.00	Recharging/Replacing fire exti	at	250.00	=	250		
		1.00	Safety slugs for animal dispos	at	100.00	=	100		
		1.00	SRT equipment	at	1,500.00	=	1,500		
		1.00	Supply of batteries	at	300.00	=	300		
		1.00	Weapon parts for repair and ma	at	900.00	=	900		
	SMALL TOOLS	10263063 - 636000						\$1,000	\$1,000
CLEANING SUPPLIES	10263063 - 636500						\$2,100	\$2,100	
ANIMAL SUPPLIES	10263063 - 637100						\$3,900	\$3,900	
VEHICLE SUPPLIES	10263063 - 638600						\$24,000	\$24,000	
DUES & MEMBERSHIPS	10263064 - 642000	1.00	Accreditation Related Fees	at	1,000.00	=	1,000	\$2,575	\$2,575
		1.00	Animal Control Officer Association	at	50.00	=	50		
		1.00	Departmental membership for NESPIN	at	300.00	=	300		
		1.00	FBI/NA dues for Administrative Staff	at	300.00	=	300		
		1.00	IACP dues for Administrative Staff	at	300.00	=	300		
		1.00	International Association of Identification	at	75.00	=	75		
		1.00	Maine Chiefs dues for Administrative Staff	at	400.00	=	400		
COMPUTER HARDWARE	10263065 - 650400	1.00	Polygraph Association Membership	at	150.00	=	150		
		1.00	Computer Related Equipment	at	1,100.00	=	1,100	\$1,100	\$1,100

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	at	29,950.00	=	119,800	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
MOTOR VEHICLES	10263065 - 651000	4.00	Annual vehicle lease/purchase			\$119,800	\$119,800
TRANSFER OUT	10263088 - 900001	39.00	Avaya Replacement 39 Phone @ \$6 x 12 months		72.00	\$12,908	\$12,908
		1.00	Body Armor Replacement Reserve		5,000.00		
		1.00	Photocopiers - Equipment Reserve		2,500.00		
		1.00	Radio Replacement Reserve		2,600.00		
TOTAL POLICE DEPARTMENT						\$4,407,562	\$4,403,268

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
FIRE DEPARTMENT						
HOURLY	\$3,122,721	\$3,287,722	\$3,363,683	\$3,523,407	\$3,523,407	\$3,503,722
SALARY	\$265,832	\$313,528	\$320,601	\$332,269	\$332,269	\$335,260
OVERTIME	\$323,225	\$306,860	\$335,140	\$334,000	\$334,000	\$334,000
CALL COMPANIES	\$72,015	\$72,367	\$90,000	\$80,000	\$80,000	\$80,000
EDUC/PHYS INCENTIVE	\$6,000	\$4,000	\$8,000	\$8,000	\$8,000	\$8,000
	\$3,789,793	\$3,984,477	\$4,117,424	\$4,277,676	\$4,277,676	\$4,260,982
PRINTING & BINDING	\$2,026	\$1,767	\$2,800	\$2,800	\$2,800	\$2,800
TELEPHONE	\$24,686	\$21,535	\$18,490	\$22,350	\$22,350	\$22,350
WATER & SEWER	\$155,921	\$160,767	\$166,176	\$166,176	\$166,176	\$166,176
ELECTRIC	\$33,830	\$30,878	\$32,090	\$32,725	\$32,725	\$32,725
SUBSCRIPTIONS	\$2,739	\$100	\$600	\$600	\$600	\$600
CLEANING	\$0	\$487	\$0	\$0	\$0	\$0
MEDICAL SERVICES	\$1,262	\$3,057	\$14,000	\$8,000	\$8,000	\$8,000
EQUIPMENT RENTAL	\$800	\$1,113	\$1,500	\$1,000	\$1,000	\$1,000
MOTOR VEHICLE MAINT	\$112,711	\$86,881	\$60,000	\$90,000	\$80,000	\$80,000
EQUIPMENT MAINTENANCE	\$34,282	\$27,553	\$35,000	\$35,000	\$35,000	\$35,000
RADIO MAINTENANCE	\$8,963	\$8,530	\$14,000	\$14,000	\$14,000	\$14,000
BUILDING MAINTENANCE	\$64,998	\$67,705	\$51,500	\$51,500	\$51,500	\$51,500
CONTRACTED SERVICES	\$55,737	\$67,896	\$67,750	\$71,455	\$71,455	\$71,455
TRAINING	\$33,760	\$38,837	\$38,300	\$38,300	\$38,300	\$38,300
	\$531,715	\$517,106	\$502,206	\$533,906	\$523,906	\$523,906
OFFICE SUPPLIES	\$5,623	\$9,902	\$3,200	\$3,200	\$3,200	\$3,200
HEATING FUEL	\$50,881	\$52,606	\$48,930	\$41,270	\$41,270	\$41,270
GAS & OIL	\$59,112	\$56,831	\$52,135	\$35,990	\$35,990	\$35,990
TIRES & TUBES	\$5,761	\$4,078	\$7,000	\$7,000	\$7,000	\$7,000
FOOD	\$1,607	\$2,596	\$1,200	\$1,200	\$1,200	\$1,200
CLOTHING	\$62,058	\$44,356	\$51,200	\$55,200	\$55,200	\$55,200
MEDICAL & LAB SUPPLIES	\$74,218	\$75,850	\$50,000	\$75,000	\$67,000	\$67,000
PUBLIC SAFETY SUPPLIES	\$10,090	\$10,681	\$5,650	\$7,550	\$7,550	\$7,550
SMALL TOOLS	\$172	\$59	\$0	\$0	\$0	\$0
CLEANING SUPPLIES	\$8,035	\$8,750	\$7,000	\$8,000	\$8,000	\$8,000
VEHICLE SUPPLIES	\$9,702	\$5,122	\$5,000	\$5,000	\$5,000	\$5,000
MISC SUPPLIES	\$5,446	\$3,588	\$3,500	\$3,500	\$3,500	\$3,500
	\$292,707	\$274,419	\$234,815	\$242,910	\$234,910	\$234,910
RENT	\$1,750	\$1,531	\$1,250	\$2,450	\$2,450	\$2,450
DUES & MEMBERSHIPS	\$3,751	\$3,938	\$4,844	\$4,844	\$4,844	\$4,844

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CONTRIBUTIONS	10264064 - 643000	\$1,400 \$6,901	\$2,000 \$8,094	\$2,000 \$9,294	\$2,000 \$9,294	\$2,000 \$9,294
PUBLIC SAFETY EQUIPMENT	10264065 - 652500	\$20,146	\$25,370	\$28,175	\$28,175	\$28,175
COMMUNICATIONS EQUIPMENT	10264065 - 652800	\$4,423	\$18,225	\$18,225	\$18,225	\$27,685
HOSE	10264065 - 659200	\$8,231	\$3,950	\$8,460	\$8,460	\$8,460
FOAM	10264065 - 659300	\$1,208	\$0	\$0	\$0	\$0
		\$34,007	\$52,055	\$54,860	\$54,860	\$64,320
TRANSFER OUT	10264088 - 900001	\$1,848	\$76,584	\$76,584	\$76,584	\$76,584
		\$1,848	\$76,584	\$76,584	\$76,584	\$76,584
TOTAL FIRE DEPARTMENT		\$4,656,972	\$4,991,178	\$5,195,230	\$5,177,230	\$5,169,996

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
FIRE DEPARTMENT			
HOURLY	10264061 - 611000	\$3,523,407	\$3,503,722
	3 FIRE DEPARTMENT CAPTAIN		
	9 FIRE LIEUTENENT		
	50 FIREFIGHTER		
	1 FIRE DEPT ADMIN. SECRETARY		
	1 EMS COORDINATOR		
	1 FIRE DEPT CUSTODIAN		
	1 MECHANIC II		
SALARY	10264061 - 611500	\$332,269	\$335,260
	1 FIRE CHIEF		
	3 DEPUTY FIRE CHIEF		
OVERTIME	10264061 - 612500	at 334,000.00 = 334,000	\$334,000
	1.00 Overtime		
CALL COMPANIES	10264061 - 613000	at 80,000.00 = 80,000	\$80,000
	1.00 Call Companies wages		
EDUC/PHYS INCENTIVE	10264061 - 614000	\$8,000	\$8,000
PRINTING & BINDING	10264062 - 620500	at 2,800.00 = 2,800	\$2,800
	1.00 Paper, envelopes, inspection forms call company pay and training forms		
TELEPHONE	10264062 - 622000	at 18,750.00 = 18,750	\$22,350
	1.00 Cellular phone charges		
	Air card costs for computers		
	in ambulances for remote access		
	12.00 Conversant/Avaya & faxes	at 200.00 = 2,400	
	1.00 Long distances	at 600.00 = 600	
	1.00 Telephone repairs	at 600.00 = 600	
WATER & SEWER	10264062 - 622400	at 505.00 = 6,060	\$166,176
	12.00 12 Months Water sewer usage for 7 fire stations		
	12.00 12 Months Municipal Fire protection hydrants	at 13,343.00 = 160,116	
	3.8% PWD rate increase		
ELECTRIC	10264062 - 622500	at 9,400.00 = 9,400	\$32,725
	1.00 Broadway -Central Station		
	1.00 Main Street -Cash Corner Station	at 5,240.00 = 5,240	
	1.00 Pillsbury and Union	at 3,200.00 = 3,200	
	1.00 Western Ave -West End Station	at 14,885.00 = 14,885	

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
SUBSCRIPTIONS	10264062 - 624500	1.00 Fire Chief Magazine	at	52.00	=	52	\$600
		1.00 Fire Engineering Magazine	at	42.00	=	42	
		1.00 Firehouse Lawyer Newsletter	at	69.00	=	69	
		1.00 Firehouse Magazine	at	50.00	=	50	
		1.00 Firescene Video	at	125.00	=	125	
		1.00 Journal Emergency Medicine	at	50.00	=	50	
		1.00 Rescue Magazine	at	47.00	=	47	
		1.00 St.Anthony Rescue Ref.	at	165.00	=	165	
MEDICAL SERVICES	10264062 - 625500	1.00 Entrance and hazardous materials physicals for all personnel	at	8,000.00	=	8,000	\$8,000
EQUIPMENT RENTAL	10264062 - 626000	1.00 Copier lease payments	at	1,000.00	=	1,000	\$1,000
MOTOR VEHICLE MAINT	10264062 - 626500	1.00 Annual maintenance for 20 vehicle fleet	at	80,000.00	=	80,000	\$80,000
EQUIPMENT MAINTENANCE	10264062 - 627000	1.00 Annual fire alarm system, Western Ave, Central, Cash Corner, Central	at	2,800.00	=	2,800	\$35,000
		1.00 Compressor maintenance located at Western Avenue station, 1/2 central compressor, Joint with Cape Elizabeth	at	4,200.00	=	4,200	
		3.00 Emergency Generator semi-annual service	at	420.00	=	1,260	
		1.00 Maintenance on equipment carried on vehicles	at	11,740.00	=	11,740	
		1.00 Software Maintenance on new required EMS Health Ware solution program	at	7,200.00	=	7,200	
		1.00 Software maintenance - H T E Software	at	5,800.00	=	5,800	
		1.00 Updates for Breathing Apparatus, SCBA repairs	at	2,000.00	=	2,000	
RADIO MAINTENANCE	10264062 - 627100	1.00 Radios & pagers not covered by contract	at	5,000.00	=	5,000	\$14,000
		20.00 Two way radio maintenance Monthly price	at	450.00	=	9,000	

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
BUILDING MAINTENANCE	10264062 - 627500	1.00 Electrical	at	3,000.00	=	3,000
		1.00 General Building Maintenance for six buildings which include annual maintenance contracts for heating devices and emergency generators, Annual routine maintenance including masonry and painting repairs, overhead doors, emergency repairs including electrical, windows and roofs, This also covers replacement appliances as needed.	at	48,500.00	=	48,500
CONTRACTED SERVICES	10264062 - 628800	1.00 Ambulance Collection Agency Fees	at	41,000.00	=	41,000
		1.00 Fire Alarm Cable Maintenance	at	16,000.00	=	16,000
		1.00 Firehouse Software	at	1,930.00	=	1,930
		1.00 Medical Director	at	4,000.00	=	4,000
		1.00 Physio Controls-Lifepack Maintenance Agreement	at	4,000.00	=	4,000
		1.00 Power DMS	at	2,025.00	=	2,025
		1.00 Trauma Intervention Program	at	1,000.00	=	1,000
		1.00 Uniform Cleaning	at	1,500.00	=	1,500
TRAINING	10264062 - 629000	1.00 SPTV Filming of Training Sessions	at	800.00	=	800
		1.00 Training	at	37,500.00	=	37,500
OFFICE SUPPLIES	10264063 - 630500	1.00 Office supplies, run reports for call companies	at	3,200.00	=	3,200
HEATING FUEL	10264063 - 631500	7,280.00 Natural Gas (Western Ave)	at	1.50	=	10,920
		3,500.00 # 2 HEATING OIL (Cash Corner-Engine 5)	at	1.80	=	6,300
		1.00 Natural Gas (Willard-Engine 2)	at	4,400.00	=	4,400
		10,700.00 Natural Gas (Central)	at	1.50	=	16,050
		1.00 PROPANE	at	3,600.00	=	3,600
GAS & OIL	10264063 - 632000	1.00 Boat Fuel	at	700.00	=	700
		14,000.00 Diesel Fuel	at	2.00	=	28,000
		4,050.00 Gas	at	1.80	=	7,290
TIRES & TUBES	10264063 - 632500					\$7,000
FOOD	10264063 - 633500	1.00 Food	at	1,200.00	=	1,200
						\$1,200

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
CLOTHING						
	10264063 - 634500	10.00	10 helmets	at	340.00	= 3,400
		20.00	20 pairs of fire boots	at	240.00	= 4,800
		1.00	Clothing required for employees uniforms, gloves boots, shirts ect	at	13,000.00	= 13,000
		20.00	20 Sets of turnout gear for replacement of call company and full time gear that fails and new employees	at	1,700.00	= 34,000
MEDICAL & LAB SUPPLIES	10264063 - 635000	1.00	Medical supplies for the EMS units,	at	67,000.00	= 67,000
					\$67,000	\$67,000
PUBLIC SAFETY SUPPLIES	10264063 - 635800	1.00	350 Gallons Foam	at	6,650.00	= 6,650
		1.00	Replacement rope and rigging	at	900.00	= 900
CLEANING SUPPLIES	10264063 - 636500	1.00	Cleaning Supplies	at	8,000.00	= 8,000
					\$8,000	\$8,000
VEHICLE SUPPLIES	10264063 - 638600	1.00	Funding for installation and supplies utilized on emergency response equipment,	at	5,000.00	= 5,000
					\$5,000	\$5,000
MISC SUPPLIES	10264063 - 639900	1.00	Fire Education supplies Risk Watch Program costs Includes NFPA Codes	at	3,500.00	= 3,500
					\$3,500	\$3,500
RENT	10264064 - 641000	12.00	Central -Storage Container	at	100.00	= 1,200
		1.00	Rent for Willard Hose privately owned call company station, this reduction due to closing E-1	at	1,250.00	= 1,250
					\$2,450	\$2,450
DUES & MEMBERSHIPS	10264064 - 642000	3.00	C.C. Fire Chiefs dues	at	50.00	= 150
		1.00	I.A.F.C. Membership	at	225.00	= 225
		1.00	I.S.F.S.I Membership	at	60.00	= 60
		4.00	Intl. Association Arson Invest	at	40.00	= 160
		1.00	Maine Fire Prevention	at	10.00	= 10
		4.00	ME State Fire Chiefs	at	86.00	= 344
		1.00	Natl. Fire Prevention Assoc., we now utilize this on computer so the field units can access the codes	at	1,295.00	= 1,295
		1.00	Southern Maine EMS	at	2,600.00	= 2,600
CONTRIBUTIONS	10264064 - 643000	1.00	Call Companies \$40 per member	at	2,000.00	= 2,000
					\$2,000	\$2,000

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
PUBLIC SAFETY EQUIPMENT	10264065 - 652500					
	15.00 SCBA Cylinders	at	1,105.00	=	16,575	
	2.00 SCBA units replacement for fleet 25 year replacement purchase two units per year, new NFPA requirements	at	5,800.00	=	11,600	
COMMUNICATIONS EQUIPMENT	10264065 - 652800					
	1.00 Communication equipment to deal with new communications in trucks, EMS field reporting, mobil data	at	3,000.00	=	3,000	\$27,685
	15.00 Motorola pagers for on call employees	at	375.00	=	5,625	
	4.00 Portable radios	at	1,500.00	=	6,000	
	2.00 Vehicle Radios replacements	at	1,800.00	=	3,600	
HOSE	10264065 - 659200					
	1,200.00 1200 ft 2 1/2" hose	at	3.45	=	4,140	\$8,460
	600.00 600 Feet 5" hose	at	7.20	=	4,320	
TRANSFER OUT	10264088 - 900001					
	22.00 Avaya Replacement 22 Phones @ \$6 x 12 months	at	72.00	=	1,584	\$76,584
	1.00 Fire Vehicle Reserve	at	75,000.00	=	75,000	
TOTAL FIRE DEPARTMENT					\$5,177,230	\$5,169,996

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC SAFETY COMMUNICATIONS						
HOURLY	\$305,097	\$255,625	\$273,700	\$168,597	\$168,597	\$168,597
OVERTIME	\$69,617	\$76,228	\$65,000	\$65,000	\$45,000	\$45,000
	\$374,714	\$331,854	\$338,700	\$233,597	\$213,597	\$213,597
TELEPHONE	\$15,686	\$13,108	\$15,180	\$7,320	\$7,320	\$7,320
WATER & SEWER	\$1,581	\$1,541	\$1,560	\$1,560	\$1,560	\$1,560
ELECTRIC	\$18,600	\$20,806	\$27,120	\$25,800	\$25,800	\$25,800
EQUIPMENT MAINTENANCE	\$9,141	\$6,253	\$9,630	\$6,600	\$6,600	\$6,600
RADIO MAINTENANCE	\$0	\$9,323	\$4,200	\$4,200	\$4,200	\$4,200
BUILDING MAINTENANCE	\$2,893	\$11,344	\$2,200	\$5,200	\$5,200	\$5,200
TRAINING	\$1,401	\$777	\$0	\$0	\$0	\$0
	\$49,302	\$63,152	\$59,890	\$50,680	\$50,680	\$50,680
PORTLAND/S PORTLAND DISPATCH	\$278,426	\$388,838	\$397,500	\$550,000	\$655,000	\$748,610
	\$278,426	\$388,838	\$397,500	\$550,000	\$655,000	\$748,610
TRANSFER OUT	\$5,672	\$672	\$10,576	\$10,576	\$10,576	\$10,576
	\$5,672	\$672	\$10,576	\$10,576	\$10,576	\$10,576
TOTAL PUBLIC SAFETY COMMUNICATIONS	\$708,114	\$784,515	\$806,666	\$844,853	\$929,853	\$1,023,463

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
PUBLIC SAFETY COMMUNICATIONS			
HOURLY	10265061 - 611000	\$168,597	\$168,597
OVERTIME	10265061 - 612500	\$45,000	\$45,000
TELEPHONE	10265062 - 622000	\$7,320	\$7,320
	12.00 Fiber Connection for Portland Dispatch	at 420.00 = 5,040	
	12.00 Local and Long Distance Charges	at 190.00 = 2,280	
WATER & SEWER	10265062 - 622400	\$1,560	\$1,560
	12.00 Water and Sewer	at 130.00 = 1,560	
ELECTRIC	10265062 - 622500	\$25,800	\$25,800
	12.00 Monthly Power Bills	at 2,150.00 = 25,800	
EQUIPMENT MAINTENANCE	10265062 - 627000	\$6,600	\$6,600
	1.00 H T E CAD Software Maintenance	at 6,300.00 = 6,300	
	1.00 Phone Maintenance	at 300.00 = 300	
RADIO MAINTENANCE	10265062 - 627100	\$4,200	\$4,200
	1.00 Two Way Radio Maintenance and repair	at 4,200.00 = 4,200	
BUILDING MAINTENANCE	10265062 - 627500	\$5,200	\$5,200
	1.00 Sprinkler system, Elevator, lights, routine repairs	at 5,200.00 = 5,200	
PORTLAND/S PORTLAND DISPATCH	10265067 - 672000	\$655,000	\$748,610
	1.00 Estimate based on current staffing (shift over to Portland staffing) and also includes increased costs related to Regional Dispatch 800 MHZ radio system	at 748,610.00 = 655,000	
TRANSFER OUT	10265088 - 900001	\$10,576	\$10,576
	8.00 Avaya Replacement 8 Phones @ \$6 x 12 months	at 72.00 = 576	
	1.00 Equipment Reserve Account to replace capital equipment	at 10,000.00 = 10,000	
TOTAL PUBLIC SAFETY COMMUNICATIONS		\$929,853	\$1,023,463

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CODE ENFORCEMENT DEPARTMENT						
HOURLY	\$172,172	\$177,053	\$182,724	\$186,376	\$186,376	\$186,376
SALARY	\$66,580	\$67,916	\$68,999	\$70,371	\$70,371	\$70,371
TEMPORARY HELP	\$3,197	\$4,394	\$2,000	\$2,000	\$2,000	\$2,000
OVERTIME	\$48	\$11	\$300	\$300	\$300	\$300
	\$241,997	\$249,374	\$254,023	\$259,047	\$259,047	\$259,047
PRINTING & BINDING	\$254	\$450	\$600	\$600	\$600	\$600
TELEPHONE	\$1,075	\$2,716	\$1,956	\$3,456	\$3,456	\$3,096
TRAFFIC LIGHTS	\$18,756	\$19,454	\$20,400	\$21,500	\$21,500	\$21,500
STREET LIGHTS	\$323,727	\$341,791	\$357,800	\$374,000	\$374,000	\$374,000
SUBSCRIPTIONS	\$0	\$165	\$150	\$165	\$165	\$165
MOTOR VEHICLE MAINT	\$1,371	\$1,431	\$1,840	\$1,840	\$1,840	\$1,840
EQUIPMENT MAINTENANCE	\$53	\$0	\$0	\$0	\$0	\$0
BUILDING MAINTENANCE	\$27	\$0	\$0	\$0	\$0	\$0
CONTRACTED SERVICES	\$41,930	\$52,590	\$52,000	\$52,000	\$52,000	\$52,000
CONTRACT SERVICES-ENGINEER	\$0	\$0	\$12,000	\$12,000	\$12,000	\$12,000
	\$387,192	\$418,597	\$446,746	\$465,561	\$465,561	\$465,201
OFFICE SUPPLIES	\$988	\$819	\$850	\$850	\$850	\$850
GAS & OIL	\$3,714	\$3,473	\$3,050	\$1,692	\$1,692	\$1,692
TIRES & TUBES	\$352	\$579	\$500	\$600	\$600	\$600
CLOTHING	\$208	\$88	\$200	\$200	\$200	\$200
PUBLIC SAFETY SUPPLIES	\$397	\$160	\$300	\$300	\$300	\$300
SMALL TOOLS	\$73	\$22	\$200	\$200	\$200	\$200
CLEANING SUPPLIES	\$0	\$25	\$200	\$200	\$200	\$200
BOOKS	\$316	\$32	\$300	\$300	\$300	\$300
	\$6,048	\$5,197	\$5,600	\$4,342	\$4,342	\$4,342
DUES & MEMBERSHIPS	\$195	\$125	\$370	\$370	\$370	\$370
	\$195	\$125	\$370	\$370	\$370	\$370
MOTOR VEHICLES	\$0	\$0	\$3,950	\$3,480	\$3,480	\$3,480
	\$0	\$0	\$3,950	\$3,480	\$3,480	\$3,480
TRANSFER OUT	\$420	\$420	\$360	\$360	\$360	\$360
	\$420	\$420	\$360	\$360	\$360	\$360
TOTAL CODE ENFORCEMENT DEPARTMENT	\$635,851	\$673,713	\$711,049	\$733,160	\$733,160	\$732,800

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Line Item Detail									
Account Description		Explanation				MANAGER'S BUDGET 2016/2017		ADOPTED BUDGET 2016/2017	
CODE ENFORCEMENT DEPARTMENT									
HOURLY	10266061 - 611000	1 BUILDING/PLUMBING INSPECTOR 1 HEALTH INSPECTOR 1 INSPECTOR ELECTRICAL/STREETS 1 CODE ENFORCEMENT SECRETARY					\$186,376		\$186,376
SALARY	10266061 - 611500	1 DIR OF CODE ENFORCEMENT					\$70,371		\$70,371
TEMPORARY HELP	10266061 - 612000	1.00 Temporary help for additional workload and coverage for vacation/sick when adjusting schedules of remaining staff isn't sufficient.	at	2,000.00	=	2,000	\$2,000		\$2,000
OVERTIME	10266061 - 612500	1.00 BOA Sec. OT: time-and-a-half after 40 hours in total work week	at	300.00	=	300	\$300		\$300
PRINTING & BINDING	10266062 - 620500	1.00 MUNIS-integrated permit forms; stationery; envelopes, business cards, permit applications	at	600.00	=	600	\$600		\$600
TELEPHONE	10266062 - 622000	12.00 Electrical Inspector/Asst. CEO's data connection charge. 12.00 Cell Phones/Allowance for the Code Director, Building Inspector, Health Inspector, and Electrical Inspector/Asst. CEO. 12.00 Code Enforcement's share of the T-1 internet service. 12.00 Phone/Fax Line Charges and Share of T-1 Internet Charge	at	30.00	=	360	\$3,456		\$3,096
TRAFFIC LIGHTS	10266062 - 622600	1.00 Electricity charge from CMP for traffic signals.	at	21,500.00	=	21,500	\$21,500		\$21,500
STREET LIGHTS	10266062 - 622700	1.00 Street light electricity and CMP fixture leases	at	374,000.00	=	374,000	\$374,000		\$374,000
SUBSCRIPTIONS	10266062 - 624500	1.00 Press Herald	at	165.00	=	165	\$165		\$165
MOTOR VEHICLE MAINT	10266062 - 626500	40.00 Car wash pricing at Jiffy: \$6/car x 5 cars x (8 mo. @ 1 wash/mo. + 4 mo. @ 1 washes/mo.) 1.00 Routine maintenance for four vehicles at City and private service facilities.	at	12.00	=	480	\$1,840		\$1,840
			at	1,360.00	=	1,360			

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
CONTRACTED SERVICES	1.00 Traffic Signal Maintenance.	10266062 - 628800	at	52,000.00 =	52,000	\$52,000
CONTRACT SERVICES-ENGINEERING	1.00 Traffic signal engineering: signal coordination maintenance for non-RTMS signals or when RTMS is uncontracted; phased development of the Traffic Signals GIS system; misc. signals consulting.	10266062 - 628802	at	12,000.00 =	12,000	\$12,000
OFFICE SUPPLIES	1.00 Paper, pens, pencils, toner, misc. office supplies.	10266063 - 630500	at	850.00 =	850	\$850
GAS & OIL	940.00 Gasoline for Code vehicles: --2013 Chevy Sonic (Bldg Inspector) --2015 Nissan Leaf (Health Inspector)(Electric) --2014 Ford Escape (Elect. Inspector) --2001 Chevy Tahoe (Eng. Inspector)	10266063 - 632000	at	1.80 =	1,692	\$1,692
TIRES & TUBES	1.00 Tires for Code vehicles.	10266063 - 632500	at	600.00 =	600	\$600
CLOTHING	1.00 Special clothing needed by the Electrical Inspector	10266063 - 634500	at	200.00 =	200	\$200
PUBLIC SAFETY SUPPLIES	1.00 Safety & testing equipment for Electrical Inspector and Health Inspector.	10266063 - 635800	at	300.00 =	300	\$300
SMALL TOOLS	1.00 Small tools for Electrical Inspector & Health Inspector	10266063 - 636000	at	200.00 =	200	\$200
CLEANING SUPPLIES	1.00 Cleaning supplies, toilet paper, paper towels, and related products for the Planning & Development office.	10266063 - 636500	at	200.00 =	200	\$200
BOOKS	1.00 Purchase of building code, electrical code and other manuals.	10266063 - 638200	at	300.00 =	300	\$300
DUES & MEMBERSHIPS	1.00 Electrician's license 1.00 International Assoc. of Electrical Inspectors for the Electrical Inspector 1.00 International Code Council membership for the Building Inspector 2.00 Maine Building Official & Inspectors Assoc. membership for Building Inspector/Code Enforcement Insp.	10266064 - 642000	at	100.00 = 100.00 = 100.00 = 35.00 =	100 100 100 70	\$370 \$370

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	at	290.00	=	3,480	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
MOTOR VEHICLES	10266065 - 651000	12.00	Lease Payments for Electric Vehicle			\$3,480	\$3,480
TRANSFER OUT	10266088 - 900001	5.00	Avaya Replacement 5 Phones @ \$6 x 12 months		360	\$360	\$360
TOTAL CODE ENFORCEMENT DEPARTMENT						\$733,160	\$732,800

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CIVIL SERVICE						
CONTRACTED SERVICES	10268062 - 628800	\$5,642 \$10,621	\$10,145 \$10,145	\$10,105 \$10,105	\$10,105 \$10,105	\$10,105 \$10,105
OFFICE SUPPLIES	10268063 - 630500	\$0 \$0	\$100 \$100	\$120 \$120	\$120 \$120	\$120 \$120
TOTAL CIVIL SERVICE		\$5,760	\$10,245	\$10,225	\$10,225	\$10,225

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail									
<u>Account Description</u>		<u>Explanation</u>				MANAGER'S BUDGET 2016/2017		ADOPTED BUDGET 2016/2017	
CIVIL SERVICE									
CONTRACTED SERVICES		10268062 - 628800	7.00	7 Professional Job Assessments for new Police Officers and Firefighters @ \$535	at	535.00	=	3,745	\$10,105
			1.00	Legal Services	at	1,000.00	=	1,000	
			1.00	Testing materials for 7 entrance and promotional exams - @ \$ 5075; UPS Postage - @ \$ 285	at	5,360.00	=	5,360	
OFFICE SUPPLIES		10268063 - 630500	1.00	Stationery and envelopes	at	120.00	=	120	\$120
TOTAL CIVIL SERVICE								\$10,225	\$10,225

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC WORKS - ADMINISTRATION						
HOURLY	\$38,965	\$40,265	\$39,759	\$40,544	\$40,544	\$40,544
SALARY	\$149,968	\$159,639	\$165,804	\$169,113	\$169,113	\$169,113
OVERTIME	\$620	\$811	\$3,600	\$3,600	\$3,600	\$3,600
	\$189,553	\$200,714	\$209,163	\$213,257	\$213,257	\$213,257
PRINTING & BINDING	\$0	\$48	\$500	\$500	\$500	\$500
TELEPHONE	\$5,559	\$6,060	\$5,632	\$5,632	\$5,632	\$5,632
EQUIPMENT MAINTENANCE	\$753	\$3,313	\$400	\$400	\$400	\$400
TRAINING	\$300	\$5	\$0	\$0	\$0	\$0
	\$6,612	\$9,426	\$6,532	\$6,532	\$6,532	\$6,532
OFFICE SUPPLIES	\$1,346	\$3,758	\$2,000	\$2,000	\$2,000	\$2,000
GAS & OIL	\$4,445	\$4,710	\$2,380	\$2,520	\$2,520	\$2,520
	\$5,791	\$8,468	\$4,380	\$4,520	\$4,520	\$4,520
TRANSFER OUT	\$672	\$672	\$576	\$576	\$576	\$576
	\$672	\$672	\$576	\$576	\$576	\$576
TOTAL ADMINISTRATION	\$202,628	\$219,281	\$220,651	\$224,885	\$224,885	\$224,885

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail				MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
Account Description	Explanation				
PUBLIC WORKS - ADMINISTRATION					
HOURLY	10372061 - 611000	1	SECRETARY II PUBLIC WORKS	\$40,544	\$40,544
SALARY	10372061 - 611500	1	PUBLIC WORKS DIRECTOR	\$169,113	\$169,113
		1	PWD SUPERINTENDANT		
OVERTIME	10372061 - 612500	150.00	Overtime	at 24.00 =	\$3,600
PRINTING & BINDING	10372062 - 620500	1.00	Printed materials: time cards, vehicle stickers, garage cards, etc.	at 500.00 =	\$500
TELEPHONE	10372062 - 622000	12.00	10 mobile phones and 1 i pad	at 318.00 =	\$5,632
		1.00	Long distance	at 100.00 =	
		12.00	T1 LINE	at 143.00 =	
EQUIPMENT MAINTENANCE	10372062 - 627000	1.00	Maintenance of office equipment	at 400.00 =	\$400
OFFICE SUPPLIES	10372063 - 630500	1.00	Office related materials: Paper, pens, filing supplies, etc.	at 2,000.00 =	\$2,000
GAS & OIL	10372063 - 632000	1,400.00	Fuel for unit 51 (Chevy- four	at 1.80 =	\$2,520
TRANSFER OUT	10372088 - 900001	8.00	Avaya Replacement 8 Phones @ \$6 x 12 months	at 72.00 =	\$576
TOTAL ADMINISTRATION				\$224,885	\$224,885

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC WORKS - STREETS & SIDEWALKS						
HOURLY	\$504,608	\$565,374	\$588,662	\$654,363	\$641,164	\$641,164
SALARY	\$0	\$0	\$31,000	\$33,594	\$33,594	\$33,594
TEMPORARY HELP	\$56,066	\$65,346	\$70,000	\$70,000	\$60,000	\$69,000
OVERTIME	\$246,912	\$288,525	\$181,000	\$181,000	\$181,000	\$181,000
	\$807,586	\$919,245	\$870,662	\$938,957	\$915,758	\$924,758
ELECTRIC	\$3,308	\$4,540	\$4,104	\$4,140	\$4,140	\$4,140
EQUIPMENT RENTAL	\$130,024	\$247,014	\$203,150	\$230,050	\$219,050	\$219,050
MOTOR VEHICLE MAINT	\$0	\$0	\$17,000	\$17,000	\$7,000	\$7,000
RADIO MAINTENANCE	\$2,285	\$0	\$2,000	\$2,000	\$2,000	\$2,000
BUILDING MAINTENANCE	\$9,747	\$6,616	\$9,000	\$7,000	\$7,000	\$7,000
CONTRACTED SERVICES	\$42,582	\$75,321	\$62,500	\$72,500	\$72,500	\$72,500
	\$187,946	\$333,492	\$297,754	\$332,690	\$311,690	\$311,690
HEATING FUEL	\$3,890	\$4,249	\$4,250	\$4,250	\$4,250	\$4,250
GAS & OIL	\$126,951	\$137,125	\$112,425	\$84,150	\$84,150	\$84,150
TIRES & TUBES	\$13,133	\$8,022	\$18,000	\$18,000	\$18,000	\$18,000
CLOTHING	\$8,440	\$5,941	\$9,500	\$9,500	\$9,500	\$9,500
SMALL TOOLS	\$399	\$84	\$1,800	\$1,800	\$1,800	\$1,800
CLEANING SUPPLIES	\$881	\$642	\$1,500	\$1,500	\$1,500	\$1,500
CONSTRUCTION SUPPLIES	\$323,996	\$368,188	\$344,950	\$344,950	\$344,950	\$344,950
VEHICLE SUPPLIES	\$202,149	\$256,071	\$150,000	\$180,140	\$170,140	\$170,140
WELDING SUPPLIES	\$56	\$0	\$800	\$800	\$800	\$800
BUILDING MAINT SUPPLIES	\$1,243	\$488	\$3,825	\$3,825	\$3,825	\$3,825
MISC SUPPLIES	\$26,917	\$22,009	\$25,000	\$25,000	\$25,000	\$25,000
	\$708,054	\$802,819	\$672,050	\$673,915	\$663,915	\$663,915
MOTOR VEHICLES	\$28,145	\$0	\$6,000	\$8,500	\$8,500	\$8,500
HIGHWAY MAINTENANCE	\$28,007	\$529,679	\$600,000	\$600,000	\$600,000	\$625,000
SIDEWALK MAINTENANCE	\$0	\$0	\$0	\$0	\$0	\$75,000
	\$56,152	\$529,679	\$606,000	\$608,500	\$608,500	\$708,500
TOTAL STREETS & SIDEWALKS	\$1,759,739	\$2,585,235	\$2,446,466	\$2,554,062	\$2,499,863	\$2,608,863

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Account Description		Explanation		Line Item Detail		MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC WORKS - STREETS & SIDEWALKS							
HOURLY	10372561 - 611000	10 EQ OP I/TRUCK DRIVER 3 EQUIP OPERATOR II 1 SUPERVISOR				\$641,164	\$641,164
SALARY	10372561 - 611500	1 WRP ENGINEER CIVIL/TRANSPORTA				\$33,594	\$33,594
TEMPORARY HELP	10372561 - 612000	1.00 Seasonal staff positions for yearly operations	at	60,000.00 =		\$60,000	\$69,000
OVERTIME	10372561 - 612500	1.00 Overtime - S/S/F - Paving & sidewalks. Winter - snow	at	181,000.00 =		\$181,000	\$181,000
ELECTRIC	10372562 - 622500	12.00 Electrical power for employees & outer buildings	at	345.00 =		\$4,140	\$4,140
EQUIPMENT RENTAL	10372562 - 626000	1.00 Dozer rental for snow dump & compost pile	at	9,000.00 =		\$219,050	\$219,050
		900.00 Loader rental for winter snow operations	at	175.00 =			
		24.00 Per contract to secure loaders for 4 months	at	1,200.00 =			
		1.00 Snow Removal Allocation to TIFs	at	-10,000.00 =			
	450.00 Truck rental for winter snow operations	at	75.00 =				
MOTOR VEHICLE MAINT	10372562 - 626500	1.00 Outside repairs to equipment: Radiators,transmissions, windshields, engines,etc.	at	2,000.00 =		\$7,000	\$7,000
		1.00 Painting trucks	at	5,000.00 =			
RADIO MAINTENANCE	10372562 - 627100	1.00 Maintenance of radios in fleet	at	2,000.00 =		\$2,000	\$2,000
BUILDING MAINTENANCE	10372562 - 627500	1.00 Building and boiler maintenance for employee's building	at	2,000.00 =		\$7,000	\$7,000
		1.00 Garage and Office Building maintenance	at	5,000.00 =			
CONTRACTED SERVICES	10372562 - 628800	1.00 Flaggers	at	10,000.00 =		\$72,500	\$72,500
		1.00 Line stripe streets, lane markings, etc.	at	50,000.00 =			
		1.00 Police services	at	2,500.00 =			
		4.00 Weed control (4 applications)	at	2,500.00 =			
HEATING FUEL	10372563 - 631500	1,250.00 Fuel oil for employee's building	at	3.40 =		\$4,250	\$4,250
GAS & OIL	10372563 - 632000	30,000.00 Diesel fuel	at	2.00 =		\$84,150	\$84,150
		1.00 Lubricating oils and grease	at	12,000.00 =			
		6,750.00 Unleaded gasoline	at	1.80 =			

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
TIRES & TUBES	1.00 Repair and replacement of tires and tubes.	at	18,000.00 =	\$18,000
CLOTHING	1.00 Uniforms, foul weather gear, boots & safety vests	at	9,500.00 =	\$9,500
SMALL TOOLS	1.00 Shovels, rakes, etc.	at	1,800.00 =	\$1,800
CLEANING SUPPLIES	1.00 Cleaning supplies for PW building	at	1,500.00 =	\$1,500
CONSTRUCTION SUPPLIES	50.00 Calcium Flakes	at	10.00 =	\$344,950
	1.00 Cold Patch, Hot Mix, Gravel	at	99,000.00 =	
	12,000.00 Ice Ban De-icer	at	1.20 =	
	75.00 Manhole Risers for streets	at	110.00 =	
	3,350.00 Rock Salt	at	58.00 =	
	3,000.00 Sand - Winter Sanding Operations	at	9.50 =	
VEHICLE SUPPLIES	1.00 Cost of parts and repairs to maintain fleet and equipment	at	160,000.00 =	\$170,140
	12.00 Fleet GPS	at	845.00 =	
WELDING SUPPLIES	1.00 General tank supply	at	800.00 =	\$800
BUILDING MAINT SUPPLIES	1.00 Supplies to maintain buildings	at	3,825.00 =	\$3,825
MISC SUPPLIES	1.00 Street sign materials, sign posts, blanks, etc.	at	25,000.00 =	\$25,000
MOTOR VEHICLES	1.00 Diagnostics software for vehicles	at	8,500.00 =	\$8,500
HIGHWAY MAINTENANCE	1.00 Paving	at	625,000.00 =	\$625,000
SIDEWALK MAINTENANCE			\$0	\$75,000
TOTAL STREETS & SIDEWALKS			\$2,499,863	\$2,608,863

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC WORKS - RUBBISH DISPOSAL						
ADVERTISING	\$3,261	\$3,041	\$4,800	\$4,800	\$4,800	\$4,800
MOTOR VEHICLE MAINT	\$0	\$0	\$5,000	\$5,000	\$5,000	\$5,000
SOLID WASTE DISPOSAL	\$1,631,226	\$1,270,856	\$1,313,685	\$1,313,205	\$1,295,580	\$1,295,580
RECYCLING WASTE DISPOSAL RE	\$0	\$0	\$35,000	\$35,000	\$35,000	\$35,000
	\$1,634,487	\$1,273,897	\$1,358,485	\$1,358,005	\$1,340,380	\$1,340,380
GAS & OIL	\$3,875	\$7,098	\$4,080	\$4,400	\$4,400	\$4,400
TIRES & TUBES	\$0	\$0	\$2,000	\$2,000	\$2,000	\$2,000
HOUSEHOLD SUPPLIES	\$6,024	\$5,583	\$2,500	\$2,500	\$2,500	\$2,500
VEHICLE SUPPLIES	\$0	\$0	\$2,000	\$0	\$0	\$0
	\$9,899	\$12,682	\$10,580	\$8,900	\$8,900	\$8,900
OTHER EQUIPMENT	\$0	\$0	\$0	\$7,000	\$7,000	\$7,000
TRANSFER OUT	\$80,000	\$0	\$0	\$7,000	\$7,000	\$7,000
	\$80,000	\$0	\$0	\$0	\$0	\$0
TOTAL RUBBISH DISPOSAL	\$1,724,386	\$1,286,579	\$1,369,065	\$1,373,905	\$1,356,280	\$1,356,280

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Line Item Detail				MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
Account Description		Explanation			
PUBLIC WORKS - RUBBISH DISPOSAL					
ADVERTISING	10372662 - 621000	1.00 Advertising and promotion of the recycling program	at	3,000.00 =	\$4,800
		8.00 Advertising costs during snowstorms	at	225.00 =	
MOTOR VEHICLE MAINT	10372662 - 626500	1.00 for outsource maint. of rear packers	at	5,000.00 =	\$5,000
SOLID WASTE DISPOSAL	10372662 - 628100	6,000.00 Tipping Fee ecomaine	at	70.50 =	\$1,295,580
		12.00 Weekly curbside collection of solid waste/recyclable material.	at	71,840.00 =	
		12.00 (COLA 1.5% increase)			
		12.00 Weekly dumpster pick up	at	875.00 =	
RECYCLING WASTE DISPOSAL	10372662 - 628101	1.00 Recycling Waste Disposal Revenue Sharing	at	35,000.00 =	\$35,000
GAS & OIL	10372663 - 632000	2,200.00 Diesel fuel	at	2.00 =	\$4,400
TIRES & TUBES	10372663 - 632500	1.00 Tires and tubes for waste packers	at	2,000.00 =	\$2,000
HOUSEHOLD SUPPLIES	10372663 - 635500	1.00 Rubbish Bin parts/replacement	at	2,500.00 =	\$2,500
OTHER EQUIPMENT	10372665 - 656000	1.00 Recollect Software	at	7,000.00 =	\$7,000
TOTAL RUBBISH DISPOSAL				\$1,356,280	\$1,356,280

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC WORKS - PUBLIC WORKS VEHICLE MAINT						
HOURLY	\$177,430	\$191,201	\$193,725	\$198,211	\$200,711	\$200,711
OVERTIME	\$27,784	\$27,061	\$32,240	\$32,240	\$32,240	\$32,240
	\$205,214	\$218,263	\$225,965	\$230,451	\$232,951	\$232,951
WATER & SEWER	\$2,021	\$2,179	\$1,980	\$1,980	\$1,980	\$1,980
ELECTRIC	\$8,158	\$9,715	\$9,480	\$10,920	\$10,920	\$10,920
CLEANING	\$10,168	\$11,875	\$8,000	\$8,000	\$8,000	\$8,000
BUILDING MAINTENANCE	\$613	\$3,746	\$9,700	\$9,700	\$9,700	\$9,700
CONTRACT SERVICES-ENGINEER	\$0	\$32,577	\$0	\$0	\$0	\$0
	\$20,960	\$60,092	\$29,160	\$30,600	\$30,600	\$30,600
HEATING FUEL	\$17,720	\$21,178	\$14,720	\$14,720	\$14,720	\$14,720
CLOTHING	\$1,935	\$167	\$1,000	\$1,000	\$1,000	\$1,000
SMALL TOOLS	\$4,003	\$6,952	\$4,000	\$4,000	\$4,000	\$4,000
WELDING SUPPLIES	\$1,607	\$2,110	\$3,000	\$3,000	\$3,000	\$3,000
	\$25,265	\$30,407	\$22,720	\$22,720	\$22,720	\$22,720
OTHER EQUIPMENT	\$3,646	\$5,275	\$3,775	\$3,775	\$3,775	\$3,775
	\$3,646	\$5,275	\$3,775	\$3,775	\$3,775	\$3,775
TOTAL PUBLIC WORKS VEHICLE MAINT	\$255,085	\$314,037	\$281,620	\$287,546	\$290,046	\$290,046

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail				MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
Account Description	Explanation				
PUBLIC WORKS - PUBLIC WORKS VEHICLE MAINT					
HOURLY	10372761 - 611000	1 PWD MECHANIC 1 MECHANIC II 2 MECHANIC I		\$200,711	\$200,711
OVERTIME	10372761 - 612500	1.00 Overtime 1,151 hours @ 28 = 32,240	at	32,240.00 =	\$32,240
WATER & SEWER	10372762 - 622400	12.00 12 Months estimated water and sewer usage	at	165.00 =	\$1,980
ELECTRIC	10372762 - 622500	12.00 Estimated electrical consumption for PW garage	at	910.00 =	\$10,920
CLEANING	10372762 - 625000	1.00 Cleaning costs of mechanics uniforms	at	8,000.00 =	\$8,000
BUILDING MAINTENANCE	10372762 - 627500	1.00 Electrical 1.00 Repairs to building, doors, boiler, windows, etc. 1.00 Underground Storage Tank (UST) testing, maintenance & reg. at Public Works Fac.	at at at	500.00 = 7,300.00 = 1,900.00 =	\$9,700
HEATING FUEL	10372763 - 631500	9,200.00 Natural Gas	at	1.60 =	\$14,720
CLOTHING	10372763 - 634500	1.00 Foul weather gear for mechanics	at	1,000.00 =	\$1,000
SMALL TOOLS	10372763 - 636000	1.00 Miscellaneous tools needed for repairs	at	4,000.00 =	\$4,000
WELDING SUPPLIES	10372763 - 638700	1.00 Welding supplies needed for vehicle repairs	at	3,000.00 =	\$3,000
OTHER EQUIPMENT	10372765 - 656000	1.00 Work order software	at	3,775.00 =	\$3,775
TOTAL PUBLIC WORKS VEHICLE MAINT				\$290,046	\$290,046

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC WORKS - TRANSFER FACILITY						
HOURLY	\$87,440	\$83,795	\$91,001	\$93,602	\$93,602	\$93,602
OVERTIME	\$16,954	\$23,220	\$13,000	\$18,000	\$18,000	\$18,000
	\$104,395	\$107,015	\$104,001	\$111,602	\$111,602	\$111,602
ADVERTISING	\$2,088	\$1,675	\$1,500	\$1,500	\$1,500	\$1,500
TELEPHONE	\$334	\$332	\$444	\$444	\$444	\$444
WATER & SEWER	\$114	\$108	\$144	\$144	\$144	\$144
ELECTRIC	\$1,330	\$1,160	\$1,380	\$1,392	\$1,392	\$1,392
EQUIPMENT RENTAL	\$11,734	\$0	\$15,300	\$15,300	\$15,300	\$15,300
SOLID WASTE DISPOSAL	\$115,128	\$128,457	\$104,000	\$104,000	\$104,000	\$104,000
CONTRACT SERVICES-ENGINEER	\$788	\$8,500	\$9,800	\$9,800	\$9,800	\$9,800
	\$131,516	\$140,231	\$132,568	\$132,580	\$132,580	\$132,580
OFFICE SUPPLIES	\$153	\$273	\$200	\$200	\$200	\$200
HEATING FUEL	\$1,041	\$429	\$770	\$770	\$770	\$770
GAS & OIL	\$13,992	\$12,301	\$18,700	\$11,000	\$11,000	\$11,000
BUILDING MAINT SUPPLIES	\$829	\$748	\$1,000	\$1,000	\$1,000	\$1,000
	\$16,015	\$13,749	\$20,670	\$12,970	\$12,970	\$12,970
MOTOR VEHICLES	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500
	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500
TOTAL TRANSFER FACILITY	\$251,926	\$260,995	\$259,739	\$259,652	\$259,652	\$259,652

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail				MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
Account Description	Explanation				
PUBLIC WORKS - TRANSFER FACILITY					
HOURLY	10372861 - 611000	2	EQUIP OPERATOR II		\$93,602
OVERTIME	10372861 - 612500	1.00	Overtime	at 18,000.00 =	\$18,000
ADVERTISING	10372862 - 621000	1.00	Transfer Station advertisements	at 1,500.00 =	\$1,500
TELEPHONE	10372862 - 622000	12.00	Telephone service	at 37.00 =	\$444
WATER & SEWER	10372862 - 622400	12.00	Water service	at 12.00 =	\$144
ELECTRIC	10372862 - 622500	12.00	Electrical consumption	at 116.00 =	\$1,392
EQUIPMENT RENTAL	10372862 - 626000	1.00	Landfill Monitoring	at 3,000.00 =	\$15,300
		1.00	Grinding and screening machine for composting and mixing for loam product	at 12,000.00 =	
		1.00	Septic tank maintenance	at 300.00 =	
SOLID WASTE DISPOSAL	10372862 - 628100	1.00	Disposal of tires, shingles, sheetrock, wood and other materials. Grinding brush.	at 102,000.00 =	\$104,000
		1.00	Grass & Leaf Overage Disposal	at 2,000.00 =	
CONTRACT SERVICES-ENGINE	10372862 - 628802	1.00	Annual Closed Landfill Testing and Maintenance Plan	at 9,800.00 =	\$9,800
OFFICE SUPPLIES	10372863 - 630500	1.00	Office Supplies	at 200.00 =	\$200
HEATING FUEL	10372863 - 631500	350.00	PROPANE	at 2.20 =	\$770
GAS & OIL	10372863 - 632000	5,500.00	Diesel fuel	at 2.00 =	\$11,000
BUILDING MAINT SUPPLIES	10372863 - 638800	1.00	Repairs to attendant's building	at 1,000.00 =	\$1,000
MOTOR VEHICLES	10372865 - 651000	1.00	Vehicle maintenance for rolloff truck	at 2,500.00 =	\$2,500
TOTAL TRANSFER FACILITY					\$259,652

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC LIBRARY - MAIN LIBRARY						
HOURLY	\$309,118	\$283,309	\$308,872	\$303,530	\$300,129	\$300,129
SALARY	\$129,466	\$132,067	\$136,269	\$140,105	\$140,105	\$140,105
TEMPORARY HELP	\$1	\$4,759	\$5,540	\$5,540	\$5,540	\$5,540
OVERTIME	\$0	\$8	\$0	\$0	\$0	\$0
	\$438,585	\$420,142	\$450,681	\$449,175	\$445,774	\$445,774
PRINTING & BINDING	10476162 - 620500	\$147	\$500	\$500	\$500	\$500
TELEPHONE	10476162 - 622000	\$2,084	\$2,293	\$2,293	\$2,293	\$2,293
WATER & SEWER	10476162 - 622400	\$830	\$825	\$864	\$864	\$864
ELECTRIC	10476162 - 622500	\$12,047	\$12,946	\$14,220	\$16,860	\$16,860
SUBSCRIPTIONS	10476162 - 624500	\$1,133	\$508	\$2,000	\$2,000	\$2,000
EQUIPMENT MAINTENANCE	10476162 - 627000	\$462	\$1,186	\$1,120	\$1,120	\$1,120
BUILDING MAINTENANCE	10476162 - 627500	\$4,168	\$17,809	\$13,340	\$13,340	\$13,340
EVENTS/SHOWS	10476162 - 628400	\$0	\$0	\$3,000	\$3,000	\$3,000
CONTRACTED SERVICES	10476162 - 628800	\$9,041	\$9,433	\$8,032	\$8,232	\$8,232
	\$29,765	\$44,903	\$42,369	\$48,209	\$48,209	\$48,209
OFFICE SUPPLIES	10476163 - 630500	\$11,437	\$10,525	\$11,000	\$11,000	\$11,000
HEATING FUEL	10476163 - 631500	\$8,639	\$8,778	\$10,048	\$10,048	\$10,048
HOUSEHOLD SUPPLIES	10476163 - 635500	\$896	\$1,613	\$1,300	\$1,300	\$1,300
CLEANING SUPPLIES	10476163 - 636500	\$2,139	\$2,224	\$1,500	\$1,500	\$1,500
BOOKS	10476163 - 638200	\$79	\$0	\$0	\$0	\$0
BOOKS - ADULT	10476163 - 638201	\$44,542	\$38,577	\$39,500	\$39,500	\$39,500
BOOKS - YOUNG ADULT	10476163 - 638202	\$897	\$974	\$4,000	\$4,000	\$4,000
BOOKS - CHILDREN	10476163 - 638203	\$6,650	\$10,765	\$14,000	\$14,000	\$14,000
AUDIO VISUAL SUPPLIES	10476163 - 638300	\$380	\$15	\$0	\$0	\$0
AUDIO VISUAL SUPPLIES - ADULT	10476163 - 638301	\$9,264	\$9,588	\$9,000	\$9,000	\$9,000
AUDIO VISUAL SUP - YOUNG ADU	10476163 - 638302	\$0	\$0	\$200	\$200	\$200
AUDIO VISUAL SUP - CHILDREN	10476163 - 638303	\$1,334	\$1,888	\$4,700	\$4,700	\$4,700
	\$86,257	\$84,946	\$95,248	\$95,248	\$95,248	\$95,248
DUES & MEMBERSHIPS	10476164 - 642000	\$0	\$0	\$100	\$100	\$100
COMPUTER SOFTWARE	10476165 - 650300	\$0	\$0	\$100	\$100	\$100
COMPUTER HARDWARE	10476165 - 650400	\$961	\$75	\$1,000	\$1,000	\$1,000
	\$7,739	\$2,753	\$4,000	\$4,000	\$4,000	\$4,000

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
OFFICE EQUIPMENT	\$5,303	\$1,168	\$2,000	\$2,000	\$2,000	\$2,000
	\$14,003	\$3,996	\$7,000	\$7,000	\$7,000	\$7,000
TRANSFER OUT	\$924	\$1,924	\$1,792	\$1,792	\$1,792	\$1,792
	\$924	\$1,924	\$1,792	\$1,792	\$1,792	\$1,792
TOTAL MAIN LIBRARY	\$569,532	\$555,911	\$597,190	\$601,524	\$598,123	\$598,123

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>		<u>ADOPTED BUDGET 2016/2017</u>
PUBLIC LIBRARY - MAIN LIBRARY						
HOURLY	10476161 - 611000	1 CHILDRENS LIBRARIAN 2 LIBRARY ASSISTANT II 1 OUTREACH LIBRARIAN 7 LIBRARY AIDE I 1 LIBRARY CATALOGER 2 YOUTH SERVICES ASSISTANT		\$300,129		\$300,129
SALARY	10476161 - 611500	1 LIBRARY DIRECTOR 1 DEPUTY LIBRARY DIRECTOR		\$140,105		\$140,105
TEMPORARY HELP	10476161 - 612000	1.00 Coverage for vacation, sick time, programs and conferences. 11.90/hr X 695 hrs.	at	5,540.00 =	\$5,540	\$5,540
PRINTING & BINDING	10476162 - 620500	1.00 Printing, miscellaneous	at	500.00 =	\$500	\$500
TELEPHONE	10476162 - 622000	12.00 Conversant/Avaya & fax 1.00 Long distance	at	182.75 = 100.00 =	\$2,293	\$2,293
WATER & SEWER	10476162 - 622400	12.00 Water & sewer	at	72.00 =	\$864	\$864
ELECTRIC	10476162 - 622500	12.00 Electricity	at	1,405.00 =	\$16,860	\$16,860
SUBSCRIPTIONS	10476162 - 624500	1.00 Ebsco Subscription Services(periodicals)	at	2,000.00 =	\$2,000	\$2,000
EQUIPMENT MAINTENANCE	10476162 - 627000	2.00 Photocopier 1.00 Reader / Printer service	at	410.00 = 300.00 =	\$1,120	\$1,120
BUILDING MAINTENANCE	10476162 - 627500	2.00 Alarm system maintenance 1.00 Annual elevator safety test 1.00 Annual tank inspection 1.00 Building maintenance, plumbing, electrical, etc 1.00 Contract cleaning 1.00 Elevator certificate & inspection fees 1.00 Elevator maintenance 4.00 Elevator Service Contract 4.00 HVAC maintenance	at	132.00 = 1,200.00 = 100.00 = 5,536.00 = 1,300.00 = 300.00 = 1,000.00 = 160.00 = 750.00 =	\$13,340	\$13,340
EVENTS/SHOWS	10476162 - 628400				\$3,000	\$3,000

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
CONTRACTED SERVICES	1.00 3M Self Check Unit License & Support	at	1,958.00 =	\$8,232
	1.00 Cat Express Access	at	75.00 =	
	1.00 Minerva (1 Net - State Library)	at	3,400.00 =	
	1.00 Minerva Self-Check Gateway License	at	400.00 =	
	1.00 PHAROS	at	899.00 =	
	4.00 Quarterly interlibrary loan delivery service	at	375.00 =	
OFFICE SUPPLIES	1.00 Office Supplies	at	2,500.00 =	\$11,000
	1.00 Paper	at	600.00 =	
	1.00 Processing supplies (in-house)	at	7,900.00 =	
HEATING FUEL	10476163 - 631500 6,280.00 Heating fuel	at	1.60 =	\$10,048
HOUSEHOLD SUPPLIES	10476163 - 635500 1.00 High output bulbs, paper products, mops, etc.	at	1,300.00 =	\$1,300
CLEANING SUPPLIES	10476163 - 636500 1.00 Soap, disinfectants, Windex, floor wax, stripper, etc.	at	1,500.00 =	\$1,500
BOOKS - ADULT	10476163 - 638201 1.00 Books/ Adult	at	39,500.00 =	\$39,500
BOOKS - YOUNG ADULT	10476163 - 638202 1.00 Books/Young Adult	at	4,000.00 =	\$4,000
BOOKS - CHILDREN	10476163 - 638203 1.00 Books/Juvenile	at	14,000.00 =	\$14,000
AUDIO VISUAL SUPPLIES - ADU	10476163 - 638301 1.00 Audio Visual Materials - Adult	at	9,000.00 =	\$9,000
AUDIO VISUAL SUP - YOUNG A	10476163 - 638302 1.00 Audio Visual Materials - Young Adult	at	200.00 =	\$200
AUDIO VISUAL SUP - CHILDRE	10476163 - 638303 1.00 Audio Visual Materials - Children	at	4,700.00 =	\$4,700
DUES & MEMBERSHIPS	10476164 - 642000 4.00 ME State Library Association	at	25.00 =	\$100
COMPUTER SOFTWARE	10476165 - 650300 1.00 Software for patron & staff needs	at	1,000.00 =	\$1,000
COMPUTER HARDWARE	10476165 - 650400 1.00 Computer Reserve	at	4,000.00 =	\$4,000
OFFICE EQUIPMENT	10476165 - 650500 1.00 Library Furniture replacement	at	2,000.00 =	\$2,000
TRANSFER OUT	10476188 - 900001 11.00 Avaya Replacement	at	72.00 =	\$1,792
	1.00 Phones @ \$6 x 12 months			
	1.00 Photocopier - Equipment Reserve	at	1,000.00 =	

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
TOTAL MAIN LIBRARY		\$598,123	\$598,123

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PUBLIC LIBRARY - BRANCH LIBRARY						
HOURLY	\$44,206	\$40,914	\$42,218	\$40,817	\$40,817	\$40,817
TEMPORARY HELP	\$752	\$714	\$2,002	\$2,002	\$2,002	\$2,002
OVERTIME	\$0	\$132	\$0	\$0	\$0	\$0
	\$44,958	\$41,759	\$44,220	\$42,819	\$42,819	\$42,819
TELEPHONE	\$815	\$816	\$971	\$971	\$971	\$971
WATER & SEWER	\$452	\$453	\$600	\$600	\$600	\$600
ELECTRIC	\$1,863	\$1,786	\$1,896	\$1,824	\$1,824	\$1,824
SUBSCRIPTIONS	\$0	\$0	\$208	\$208	\$208	\$208
EQUIPMENT MAINTENANCE	\$7	\$16	\$100	\$100	\$100	\$100
BUILDING MAINTENANCE	\$2,322	\$743	\$2,050	\$2,050	\$2,050	\$2,050
CONTRACTED SERVICES	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
	\$6,459	\$4,814	\$6,825	\$6,753	\$6,753	\$6,753
OFFICE SUPPLIES	\$0	\$63	\$500	\$500	\$500	\$500
HEATING FUEL	\$6,407	\$3,579	\$5,460	\$5,460	\$5,460	\$5,460
HOUSEHOLD SUPPLIES	\$0	\$150	\$150	\$150	\$150	\$150
CLEANING SUPPLIES	\$0	\$100	\$100	\$100	\$100	\$100
BOOKS - ADULT	\$5,603	\$4,202	\$9,000	\$9,000	\$9,000	\$9,000
BOOKS - CHILDREN	\$3,207	\$5,094	\$5,000	\$5,000	\$5,000	\$5,000
AUDIO VISUAL SUPPLIES	\$2,900	\$756	\$3,300	\$3,300	\$3,300	\$3,300
	\$18,117	\$13,944	\$23,510	\$23,510	\$23,510	\$23,510
COMPUTER HARDWARE	\$0	\$0	\$1,250	\$1,250	\$1,250	\$1,250
OFFICE EQUIPMENT	\$0	\$0	\$750	\$750	\$750	\$750
	\$0	\$0	\$2,000	\$2,000	\$2,000	\$2,000
TRANSFER OUT	\$252	\$252	\$216	\$216	\$216	\$216
	\$252	\$252	\$216	\$216	\$216	\$216
TOTAL BRANCH LIBRARY	\$69,786	\$60,769	\$76,771	\$75,298	\$75,298	\$75,298

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Account Description		Explanation		MANAGER'S BUDGET 2016/2017		ADOPTED BUDGET 2016/2017
PUBLIC LIBRARY - BRANCH LIBRARY						
HOURLY	10476261 - 611000	6	LIBRARY AIDE I	\$40,817		\$40,817
TEMPORARY HELP	10476261 - 612000	1.00	Coverage for vacation, sick time, programs and conferences 12.63/hr x 317 hrs	2,002.00 =	\$2,002	\$2,002
TELEPHONE	10476262 - 622000	12.00	Conversant/Avaya & fax	76.75 =	\$971	\$971
		1.00	Long distance	50.00 =		
WATER & SEWER	10476262 - 622400	12.00	Water & sewer charges for Branch Library	50.00 =	\$600	\$600
ELECTRIC	10476262 - 622500	12.00	Electricity	152.00 =	\$1,824	\$1,824
SUBSCRIPTIONS	10476262 - 624500	1.00	Subscription to the PPH/MST	208.00 =	\$208	\$208
EQUIPMENT MAINTENANCE	10476262 - 627000	1.00	Photocopier	100.00 =	\$100	\$100
BUILDING MAINTENANCE	10476262 - 627500	1.00	Electrical	750.00 =	\$2,050	\$2,050
		1.00	HVAC Maintenance	900.00 =		
		1.00	Plumbing, paint, misc maintenance	400.00 =		
CONTRACTED SERVICES	10476262 - 628800	1.00	Minerva (State Library - I Net)	1,000.00 =	\$1,000	\$1,000
OFFICE SUPPLIES	10476263 - 630500	1.00	Office Supplies	200.00 =	\$500	\$500
		1.00	Paper	100.00 =		
		1.00	Processing Supplies	200.00 =		
HEATING FUEL	10476263 - 631500	2,100.00	Propane	2.60 =	\$5,460	\$5,460
HOUSEHOLD SUPPLIES	10476263 - 635500	1.00	Toilet tissue, paper towels, light bulbs	150.00 =	\$150	\$150
CLEANING SUPPLIES	10476263 - 636500	1.00	Miscellaneous cleaning supplies	100.00 =	\$100	\$100
BOOKS - ADULT	10476263 - 638201	1.00	Books - Adult Collection	9,000.00 =	\$9,000	\$9,000
BOOKS - CHILDREN	10476263 - 638203	1.00	Books - Children's Collection	5,000.00 =	\$5,000	\$5,000
AUDIO VISUAL SUPPLIES	10476263 - 638300	1.00	Audio visual materials	3,300.00 =	\$3,300	\$3,300

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>			<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
COMPUTER HARDWARE	1.00 Computer	10476265 - 650400	at 1,250.00 =	\$1,250	\$1,250
OFFICE EQUIPMENT	1.00 Library Furniture	10476265 - 650500	at 750.00 =	\$750	\$750
TRANSFER OUT	3.00 Avaya Replacement 3 Phones @ \$6 x 12 months	10476288 - 900001	at 72.00 =	\$216	\$216
TOTAL BRANCH LIBRARY				\$75,298	\$75,298

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PARKS & RECREATION - ADMINISTRATION						
HOURLY	\$36,965	\$39,223	\$39,840	\$42,306	\$42,306	\$42,306
SALARY	\$91,122	\$92,898	\$94,379	\$128,779	\$139,448	\$121,650
TEMPORARY HELP	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500
OVERTIME	\$556	\$529	\$250	\$0	\$0	\$0
	\$128,643	\$132,650	\$135,969	\$172,585	\$183,254	\$165,456
TELEPHONE	\$4,522	\$1,875	\$5,172	\$5,916	\$5,916	\$5,916
EQUIPMENT RENTAL	\$475	\$414	\$1,280	\$1,280	\$1,280	\$1,280
EQUIPMENT MAINTENANCE	\$12,956	\$11,559	\$16,690	\$16,190	\$16,190	\$16,190
	\$17,953	\$13,848	\$23,142	\$23,386	\$23,386	\$23,386
OFFICE SUPPLIES	\$1,081	\$1,687	\$1,200	\$1,200	\$1,200	\$1,200
PRINTING SUPPLIES	\$1,674	\$1,759	\$1,500	\$1,500	\$1,500	\$1,500
	\$2,754	\$3,446	\$2,700	\$2,700	\$2,700	\$2,700
TRANSFER OUT	\$1,512	\$1,512	\$1,296	\$1,296	\$1,296	\$1,296
	\$1,512	\$1,512	\$1,296	\$1,296	\$1,296	\$1,296
TOTAL ADMINISTRATION	\$150,862	\$151,456	\$163,107	\$199,967	\$210,636	\$192,838

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

Line Item Detail						
Account Description	Explanation			MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017	
PARKS & RECREATION - ADMINISTRATION						
HOURLY	10477061 - 611000	1	PARKS REC ADMIN SECRETARY		\$42,306	\$42,306
SALARY	10477061 - 611500	1	PARKS & REC DIRECTOR		\$139,448	\$121,650
		1	REC SUPERINTENDENT			
TEMPORARY HELP	10477061 - 612000	1.00	SPTV Filming of Various Events	at	1,500.00 =	\$1,500
TELEPHONE	10477062 - 622000	1.00	Conversant/Avaya & fax	at	5,172.00 =	\$5,916
		12.00	Directors Cell Phones	at	62.00 =	
EQUIPMENT RENTAL	10477062 - 626000	1.00	12 Months Copier Lease Maintenance	at	1,280.00 =	\$1,280
EQUIPMENT MAINTENANCE	10477062 - 627000	1.00	Power DMS Maintenance	at	4,000.00 =	\$16,190
		1.00	Active Net Update Contract	at	5,000.00 =	
		12.00	Computer maintenance / replacement	at	370.00 =	
		1.00	Data card maintenance contract (photo IDs)	at	2,000.00 =	
		1.00	Maintenance Contract Doors	at	750.00 =	
OFFICE SUPPLIES	10477063 - 630500	1.00	General Office Supplies	at	1,200.00 =	\$1,200
PRINTING SUPPLIES	10477063 - 631000	1.00	1 Copier Toner	at	200.00 =	\$1,500
		1.00	1 Paper for Copier	at	1,300.00 =	
TRANSFER OUT	10477088 - 900001	18.00	Avaya Replacement 18 Phones @ \$6 x 12 months	at	72.00 =	\$1,296
TOTAL ADMINISTRATION					\$210,636	\$192,838

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PARKS & RECREATION - PARKS						
HOURLY	\$412,409	\$432,367	\$502,302	\$509,315	\$509,315	\$509,315
SALARY	\$123,698	\$129,194	\$133,322	\$135,974	\$135,974	\$135,974
TEMPORARY HELP	\$164,210	\$158,808	\$202,000	\$202,000	\$202,000	\$202,000
OVERTIME	\$29,740	\$27,332	\$33,000	\$33,000	\$33,000	\$33,000
	\$730,057	\$747,702	\$870,624	\$880,289	\$880,289	\$880,289
PRINTING & BINDING	\$157	\$240	\$150	\$150	\$150	\$150
TELEPHONE	\$8,067	\$5,300	\$8,704	\$9,004	\$9,004	\$9,004
WATER & SEWER	\$12,142	\$13,417	\$9,608	\$9,608	\$9,608	\$9,608
ELECTRIC	\$10,837	\$10,996	\$11,470	\$10,990	\$10,990	\$10,990
SUBSCRIPTIONS	\$210	\$295	\$180	\$180	\$180	\$180
EQUIPMENT RENTAL	\$12,709	\$9,171	\$3,920	\$6,100	\$6,100	\$6,100
MOTOR VEHICLE MAINT	\$10,234	\$7,648	\$7,350	\$8,200	\$8,200	\$8,200
EQUIPMENT MAINTENANCE	\$4,025	\$5,837	\$5,830	\$6,005	\$6,005	\$6,005
RADIO MAINTENANCE	\$0	\$343	\$1,000	\$750	\$750	\$750
BUILDING MAINTENANCE	\$2,129	\$3,789	\$3,340	\$3,610	\$3,610	\$3,610
SIGN MAINTENANCE	\$1,313	\$1,613	\$500	\$600	\$600	\$600
TREE SERVICE	\$39,270	\$22,575	\$58,000	\$58,000	\$44,800	\$44,800
CONTRACTED SERVICES	\$27,215	\$16,748	\$15,750	\$11,450	\$11,450	\$11,450
	\$128,307	\$97,973	\$125,802	\$124,647	\$111,447	\$111,447
OFFICE SUPPLIES	\$1,777	\$733	\$1,150	\$1,150	\$1,150	\$1,150
HEATING FUEL	\$12,038	\$11,514	\$13,600	\$13,600	\$13,600	\$13,600
GAS & OIL	\$36,952	\$38,663	\$34,100	\$23,900	\$23,900	\$23,900
TIRES & TUBES	\$8,239	\$8,055	\$8,000	\$8,000	\$8,000	\$8,000
FOOD	\$160	\$14	\$0	\$0	\$0	\$0
CLOTHING	\$7,005	\$7,694	\$7,500	\$9,470	\$9,470	\$9,470
MEDICAL & LAB SUPPLIES	\$2,604	\$1,487	\$2,700	\$2,700	\$2,700	\$2,700
HOUSEHOLD SUPPLIES	\$3,829	\$3,260	\$4,500	\$4,500	\$4,500	\$4,500
SMALL TOOLS	\$3,676	\$2,185	\$3,750	\$3,750	\$3,750	\$3,750
CLEANING SUPPLIES	\$0	\$30	\$200	\$200	\$200	\$200
AGRICULTURE SUPPLIES	\$44,995	\$57,252	\$53,500	\$53,500	\$53,500	\$53,500
CONSTRUCTION SUPPLIES	\$27,268	\$22,088	\$25,000	\$25,000	\$25,000	\$25,000
VEHICLE SUPPLIES	\$43,218	\$47,750	\$35,500	\$37,500	\$37,500	\$37,500

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary**

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
BUILDING MAINT SUPPLIES	10477563 - 638800	\$13,268	\$16,733	\$16,733	\$16,733	\$16,733
		\$205,029	\$206,233	\$200,003	\$200,003	\$200,003
RENT	10477564 - 641000	\$32,717	\$32,326	\$34,091	\$34,091	\$34,091
DUES & MEMBERSHIPS	10477564 - 642000	\$1,127	\$1,060	\$1,085	\$1,085	\$1,085
CONTRIBUTIONS	10477564 - 643000	\$21,009	\$20,722	\$20,722	\$20,722	\$20,722
		\$54,853	\$54,108	\$55,898	\$55,898	\$55,898
AGRICULTURAL EQUIPMENT	10477565 - 655500	\$0	\$2,550	\$2,550	\$2,550	\$2,550
		\$0	\$2,550	\$2,550	\$2,550	\$2,550
TRANSFER OUT	10477588 - 900001	\$1,092	\$936	\$936	\$936	\$936
		\$1,092	\$936	\$936	\$936	\$936
TOTAL PARKS		\$1,119,338	\$1,260,253	\$1,264,323	\$1,251,123	\$1,251,123

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>		<u>Explanation</u>		MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PARKS & RECREATION - PARKS					
HOURLY	10477561 - 611000	1 SECRETARY I 1 MECHANIC II 2 PARK FOREMAN 7 SENIOR PARK MAINTAINER 1 PARKS LABORER		\$509,315	\$509,315
SALARY	10477561 - 611500	1 PARKS SUPERINTENDENT 1 PARKS ASSIST SUPERINTENDENT		\$135,974	\$135,974
TEMPORARY HELP	10477561 - 612000	10.00 Lifeguards 5,000.00 Seasonal (Peak) Positions 9,000.00 Seasonal Shoulder Positions	at 1,800.00 = at 12.50 = at 13.50 =	\$202,000	\$202,000
OVERTIME	10477561 - 612500	1.00 Overtime Hours 1137.5 HRS AT \$29	at 33,000.00 =	\$33,000	\$33,000
PRINTING & BINDING	10477562 - 620500	1.00 Time Card Replacement/work forms	at 150.00 =	\$150	\$150
TELEPHONE	10477562 - 622000	12.00 12 Months-7 Cellphones 12.00 12 Months - Cell Phone (6) 12.00 Conversant/Avaya 1.00 Long distance 1.00 Replacement Phones/Accessories	at 105.00 = at 312.00 = at 275.00 = at 400.00 = at 300.00 =	\$9,004	\$9,004
WATER & SEWER	10477562 - 622400	1.00 Annual Cost - Beach House 1.00 Annual Cost - Bug Light Park 1.00 Annual Cost - H.S. Field 1.00 Annual Cost - Mahoney 1.00 Annual Cost - Mahoney #2 1.00 Annual Cost - Memorial 1.00 Annual Cost - Mill Creek 1.00 Annual Cost - Thomas Knight Park 1.00 Annual Cost - Thornton Hts. 1.00 Annual Cost - Willard Park	at 988.00 = at 936.00 = at 1,768.00 = at 936.00 = at 385.00 = at 840.00 = at 1,465.00 = at 988.00 = at 690.00 = at 612.00 =	\$9,608	\$9,608

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>			<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
SIGN MAINTENANCE	1.00 Sign Maintenance	10477562 - 627700	at	600.00 =	\$600
TREE SERVICE	350.00 2 Man Lift Crew 40.00 Crane 100.00 Pulp Loader	10477562 - 628500	at	100.00 = 145.00 = 40.00 =	\$44,800
CONTRACTED SERVICES	1.00 Stump Grinding 1.00 Contract Irrigation Repairs 1.00 Glass Repair 1.00 Non-Building Related Electrical Repairs 1.00 Outsource Agricultural Contracted Services 20.00 Water Quality Testing for Willard Beach	10477562 - 628800	at	4,500.00 = 2,000.00 = 150.00 = 2,000.00 = 2,000.00 = 40.00 =	\$11,450
OFFICE SUPPLIES	1.00 General	10477563 - 630500	at	1,150.00 =	\$1,150
HEATING FUEL	1,500.00 Fuel - Greenhouse 2,500.00 Fuel - Parks Office	10477563 - 631500	at	3.40 = 3.40 =	\$13,600
GAS & OIL	4,000.00 Diesel 8,000.00 Gas/Oil 1.00 Oil & Lube	10477563 - 632000	at	2.00 = 1.80 = 1,500.00 =	\$23,900
TIRES & TUBES	1.00 Over the Road Mowers 1.00 Over the Road Tractors 1.00 Trucks	10477563 - 632500	at	2,000.00 = 2,500.00 = 3,500.00 =	\$8,000
CLOTHING	1.00 Lifeguard Suits/Jackets 1.00 Mechanics Uniform Service/Allowance 1.00 Protective Clothing 1.00 Seasonal Employee Clothing 1.00 Uniform Union requirement	10477563 - 634500	at	600.00 = 750.00 = 1,200.00 = 1,200.00 = 5,720.00 =	\$9,470
MEDICAL & LAB SUPPLIES	1.00 First Aid Supplies 1.00 Safety Supplies	10477563 - 635000	at	1,000.00 = 1,700.00 =	\$2,700
HOUSEHOLD SUPPLIES	1.00 Trash Bags, Paper Goods, Light bulbs	10477563 - 635500	at	4,500.00 =	\$4,500

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
SMALL TOOLS	10477563 - 636000	1.00 Agricultural Tools		\$3,750
		1.00 General Shop Replacement	at 1,000.00 =	
		1.00 Mechanics Tool Allowance	at 1,250.00 =	
		1.00 ScanTool Updates	at 500.00 =	
			at 1,000.00 =	
CLEANING SUPPLIES	10477563 - 636500	1.00 Misc. Building and Vehicle Cleaning Supplies	at 200.00 =	\$200
AGRICULTURE SUPPLIES	10477563 - 637000	1.00 Athletic Field Fertilizer/Seed	at 11,000.00 =	
		1.00 Bulk mulch and Compost	at 8,500.00 =	\$53,500
		1.00 Clay, Infield Mix, Turface, Topdressing	at 17,500.00 =	
		1.00 Fertilizer/Seed and Misc Supplies	at 3,000.00 =	
		1.00 Plant Material	at 11,000.00 =	
		1.00 Sand, Stonedust, etc.	at 2,500.00 =	
CONSTRUCTION SUPPLIES	10477563 - 638500	1.00 Miscellaneous Construction Supplies	at 5,000.00 =	\$25,000
		1.00 Concrete	at 500.00 =	
		1.00 Fencing Supplies	at 1,500.00 =	
		1.00 Hardware	at 1,000.00 =	
		1.00 Irrigation Parts	at 1,000.00 =	
		1.00 Lumber	at 4,000.00 =	
		1.00 Marking Paint	at 11,000.00 =	
		1.00 Site Furnishings Parts	at 1,000.00 =	
VEHICLE SUPPLIES	10477563 - 638600	1.00 Parts & Vehicle Repair Supplies	at 37,500.00 =	\$37,500
BUILDING MAINT SUPPLIES	10477563 - 638800	1.00 Ice Melt Material	at 4,000.00 =	
		1.00 Miscellaneous Building Maintenance Supplies	at 3,150.00 =	\$16,733
		1.00 Cemetary Flags & Wreaths	at 4,583.00 =	
		1.00 Flag Replacement	at 500.00 =	
		1.00 Holiday Light Replacement	at 1,500.00 =	
		1.00 Playground Parts	at 2,000.00 =	
		1.00 Trash Barrel Replacement	at 1,000.00 =	
RENT	10477564 - 641000	1.00 Bug Light Park	at 12,053.00 =	\$34,091
		1.00 Bug Light Park	at 22,038.00 =	

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>			MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
DUES & MEMBERSHIPS	10477564 - 642000	1.00	Arbor Day Foundation	at 15.00 =	\$1,085
		1.00	Sports Turf Certification & Dues	at 210.00 =	
		1.00	Certified Parks/Recreation Professional	at 60.00 =	
		2.00	Maine Arborist Landscape/Utility Licenses	at 45.00 =	
		9.00	Maine Arborists Association Dues	at 30.00 =	
		2.00	Maine Landscape and Utility Arborist License	at 45.00 =	
		9.00	Maine Landscape Arborist Licenses	at 30.00 =	
		1.00	Maine Landscape Nursery Dues	at 25.00 =	
		1.00	N.E.S.T.M.A	at 55.00 =	
CONTRIBUTIONS	10477564 - 643000	2.00	Bay View Cemetary Maintenance	at 460.00 =	\$20,722
		1.00	Calvary Cemetary Maintenance and Veteran flags	at 11,559.00 =	
		1.00	Mount Pleasant Cemetary Maintenance	at 8,243.00 =	
AGRICULTURAL EQUIPMENT	10477565 - 655500	1.00	chain saw replacement	at 600.00 =	\$2,550
		1.00	Rotary Mowers	at 1,600.00 =	
		1.00	String Line Trimmer Replacement	at 350.00 =	
TRANSFER OUT	10477588 - 900001	13.00	Avaya Replacement 13 Phones @ \$6 x 12 months	at 72.00 =	\$936
TOTAL PARKS				\$1,251,123	\$1,251,123

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PARKS & RECREATION - POOL						
HOURLY	\$150,119	\$158,031	\$136,713	\$148,288	\$148,288	\$148,288
TEMPORARY HELP	\$80,188	\$78,590	\$81,550	\$81,550	\$81,550	\$81,550
OVERTIME	\$8,141	\$4,893	\$4,296	\$4,296	\$4,296	\$4,296
	\$238,448	\$241,514	\$222,559	\$234,134	\$234,134	\$234,134
PRINTING & BINDING	\$80	\$744	\$750	\$750	\$750	\$750
TELEPHONE	\$43	\$30	\$550	\$792	\$792	\$792
WATER & SEWER	\$10,212	\$10,876	\$12,852	\$12,852	\$12,852	\$12,852
ELECTRIC	\$18,056	\$15,103	\$20,340	\$19,320	\$19,320	\$19,320
EQUIPMENT MAINTENANCE	\$9,619	\$4,153	\$10,750	\$10,750	\$10,750	\$10,750
BUILDING MAINTENANCE	\$11,899	\$3,397	\$2,500	\$2,500	\$2,500	\$2,500
SIGN MAINTENANCE	\$0	\$0	\$150	\$150	\$150	\$150
CONTRACTED SERVICES	\$471	\$985	\$1,000	\$1,000	\$1,000	\$1,000
	\$50,379	\$35,287	\$48,892	\$48,114	\$48,114	\$48,114
OFFICE SUPPLIES	\$2	\$33	\$100	\$100	\$100	\$100
PRINTING SUPPLIES	\$0	\$0	\$150	\$150	\$150	\$150
HEATING FUEL	\$38,962	\$32,568	\$41,600	\$41,600	\$41,600	\$41,600
FOOD	\$133	\$45	\$150	\$0	\$0	\$0
CLOTHING	\$1,647	\$1,557	\$1,500	\$1,500	\$1,500	\$1,500
MEDICAL & LAB SUPPLIES	\$922	\$0	\$1,500	\$1,500	\$1,500	\$1,500
HOUSEHOLD SUPPLIES	\$1,831	\$124	\$2,000	\$2,000	\$2,000	\$2,000
CLEANING SUPPLIES	\$633	\$101	\$2,500	\$2,500	\$2,500	\$2,500
RECREATION SUPPLIES	\$5,035	\$3,980	\$5,000	\$5,000	\$5,000	\$5,000
CONSTRUCTION SUPPLIES	\$71	\$177	\$4,000	\$4,000	\$4,000	\$4,000
BUILDING MAINT SUPPLIES	\$1,355	\$4,113	\$2,100	\$2,100	\$2,100	\$2,100
CHEMICALS	\$10,789	\$10,679	\$9,550	\$10,800	\$10,800	\$10,800
	\$61,381	\$53,377	\$70,150	\$71,250	\$71,250	\$71,250
DUES & MEMBERSHIPS	\$1,439	\$735	\$600	\$700	\$700	\$700
BUILDINGS	\$1,439	\$735	\$600	\$700	\$700	\$700
	\$0	\$0	\$700	\$700	\$700	\$700
TRANSFER OUT	\$0	\$0	\$700	\$700	\$700	\$700
	\$84	\$84	\$72	\$72	\$72	\$72
	\$84	\$84	\$72	\$72	\$72	\$72

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
TOTAL POOL	\$351,731	\$330,997	\$342,973	\$354,970	\$354,970

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>		<u>ADOPTED BUDGET 2016/2017</u>
PARKS & RECREATION - POOL						
HOURLY	10477661 - 611000	1 BUILDING MAINTENANCE CUSTODIAN		\$148,288		\$148,288
		1 RECREATION MANAGER				
		2 AQUATIC SUPERVISOR				
TEMPORARY HELP	10477661 - 612000	2,300.00 Instructor	at	10.00 =	\$81,550	\$81,550
		1,450.00 Instructor Aide	at	9.00 =		
		1.00 Lifeguards	at	45,500.00 =		
OVERTIME	10477661 - 612500	1.00 General staff, mostly custodial	at	4,296.00 =	\$4,296	\$4,296
PRINTING & BINDING	10477662 - 620500	1.00 Red Cross Materials	at	750.00 =	\$750	\$750
TELEPHONE	10477662 - 622000	12.00 Cellphone Pool Aquatics Director	at	62.00 =	\$792	\$792
		12.00 Phone Charges	at	4.00 =		
WATER & SEWER	10477662 - 622400	12.00 Annual water & sewer costs	at	1,071.00 =	\$12,852	\$12,852
ELECTRIC	10477662 - 622500	12.00 Electricity annual	at	1,610.00 =	\$19,320	\$19,320
EQUIPMENT MAINTENANCE	10477662 - 627000	1.00 Miscellaneous Pool Repairs	at	1,450.00 =	\$10,750	\$10,750
		1.00 Bulb Replacement	at	600.00 =		
		1.00 Heating/Vent. Maint. Contract	at	5,500.00 =		
		1.00 Pool Maintenance Contract	at	3,200.00 =		
BUILDING MAINTENANCE	10477662 - 627500	1.00 Electrical	at	500.00 =	\$2,500	\$2,500
		1.00 Filter/Repairs	at	2,000.00 =		
SIGN MAINTENANCE	10477662 - 627700	1.00 General upkeep	at	150.00 =	\$150	\$150
CONTRACTED SERVICES	10477662 - 628800	1.00 Annual Cleaning Mechanical Controls	at	1,000.00 =	\$1,000	\$1,000
OFFICE SUPPLIES	10477663 - 630500	1.00 General	at	100.00 =	\$100	\$100
PRINTING SUPPLIES	10477663 - 631000	1.00 Paper	at	150.00 =	\$150	\$150
HEATING FUEL	10477663 - 631500	32,000.00 Heating Fuel	at	1.30 =	\$41,600	\$41,600
CLOTHING	10477663 - 634500	20.00 Guard Uniforms	at	75.00 =	\$1,500	\$1,500

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
MEDICAL & LAB SUPPLIES	1.00 First aid kit - refill BBP kits	10477663 - 635000	at	1,500.00 =	\$1,500	\$1,500
HOUSEHOLD SUPPLIES	1.00 Light bulbs	10477663 - 635500	at	500.00 =	\$2,000	\$2,000
	1.00 Paper Goods		at	1,000.00 =		
	1.00 Trash Bags		at	500.00 =		
CLEANING SUPPLIES	1.00 General Cleaning Supplies	10477663 - 636500	at	2,500.00 =	\$2,500	\$2,500
RECREATION SUPPLIES	1.00 Riptide Supplies	10477663 - 637800	at	1,500.00 =	\$5,000	\$5,000
	1.00 Instructional & safety equipment		at	2,500.00 =		
	1.00 Red Cross Training Equipment (for course)		at	500.00 =		
	1.00 Water Aerobic Equipment		at	500.00 =		
CONSTRUCTION SUPPLIES	1.00 General Construction Supplies	10477663 - 638500	at	4,000.00 =	\$4,000	\$4,000
BUILDING MAINT SUPPLIES	1.00 Chemical Probes	10477663 - 638800	at	350.00 =	\$2,100	\$2,100
	1.00 Gauges		at	100.00 =		
	1.00 Heat/Vent. Replacement Parts		at	500.00 =		
	1.00 Paint Supplies		at	1,000.00 =		
	1.00 Vacuum Hoses		at	150.00 =		
CHEMICALS	10.00 Phosphate Remover	10477663 - 639000	at	25.00 =	\$10,800	\$10,800
	1.00 Calcium Chloride		at	500.00 =		
	1.00 Chemical Test Kit		at	200.00 =		
	50.00 Chlorine Pellets		at	125.00 =		
	1.00 CO2		at	2,600.00 =		
	1.00 Pumps		at	600.00 =		
	10.00 Soda Ash		at	20.00 =		
	1.00 Sodium Bisulfate		at	200.00 =		
DUES & MEMBERSHIPS	1.00 Red Cross Certification Fees	10477664 - 642000	at	700.00 =	\$700	\$700
BUILDINGS	1.00 Lifeguard Durable Equipment	10477665 - 658000	at	700.00 =	\$700	\$700
TRANSFER OUT	1.00 Avaya Replacement 1 Phones @ \$6 x 12 months	10477688 - 900001	at	72.00 =	\$72	\$72
TOTAL POOL					\$354,970	\$354,970

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PARKS & RECREATION - RECREATION						
HOURLY	\$335,827	\$375,099	\$456,771	\$534,893	\$543,778	\$549,903
SALARY	\$71,854	\$68,869	\$0	\$0	\$0	\$0
TEMPORARY HELP	\$143,374	\$114,605	\$95,345	\$86,455	\$86,455	\$86,455
OVERTIME	\$10,086	\$8,995	\$7,500	\$7,500	\$7,500	\$7,500
	\$561,140	\$567,570	\$559,616	\$628,848	\$637,733	\$643,858
PRINTING & BINDING	\$1,397	\$2,758	\$900	\$1,500	\$1,500	\$1,500
REPORTS	\$7,777	\$8,915	\$9,000	\$9,000	\$9,000	\$9,000
TELEPHONE	\$15,081	\$9,683	\$2,124	\$7,980	\$7,980	\$7,980
WATER & SEWER	\$3,985	\$3,954	\$4,200	\$4,200	\$4,200	\$4,200
ELECTRIC	\$23,535	\$20,937	\$27,300	\$26,640	\$26,640	\$26,640
SUBSCRIPTIONS	\$157	\$261	\$150	\$150	\$150	\$150
EQUIPMENT RENTAL	\$4,344	\$3,891	\$3,240	\$4,000	\$4,000	\$4,000
EQUIPMENT MAINTENANCE	\$30,867	\$33,533	\$30,700	\$30,200	\$30,200	\$30,200
TENNIS COURT MAINTENANCE	\$351	\$0	\$500	\$500	\$500	\$500
BUILDING MAINTENANCE	\$12,737	\$11,277	\$10,950	\$15,750	\$15,750	\$15,750
CONTRACTED SERVICES	\$5,248	\$12,757	\$10,450	\$10,120	\$10,120	\$10,120
	\$105,478	\$107,965	\$99,514	\$110,040	\$110,040	\$110,040
OFFICE SUPPLIES	\$3,489	\$3,448	\$2,800	\$3,400	\$3,400	\$3,400
HEATING FUEL	\$32,594	\$42,320	\$33,882	\$33,882	\$33,882	\$33,882
GAS & OIL	\$2,346	\$2,237	\$9,345	\$4,850	\$4,850	\$4,850
FOOD	\$7,745	\$4,886	\$5,000	\$5,000	\$5,000	\$5,000
CLOTHING	\$763	\$1,521	\$1,200	\$1,200	\$1,200	\$1,200
MEDICAL & LAB SUPPLIES	\$1,934	\$2,826	\$1,500	\$2,250	\$2,250	\$2,250
HOUSEHOLD SUPPLIES	\$10,534	\$16,009	\$5,000	\$0	\$0	\$0
SMALL TOOLS	\$57	\$42	\$100	\$500	\$500	\$500
CLEANING SUPPLIES	\$6,566	\$4,853	\$5,500	\$14,000	\$14,000	\$14,000
RECREATION SUPPLIES	\$14,614	\$12,901	\$14,000	\$14,000	\$14,000	\$14,000
CONSTRUCTION SUPPLIES	\$494	\$290	\$500	\$0	\$0	\$0
BUILDING MAINT SUPPLIES	\$4,150	\$7,881	\$5,000	\$5,500	\$5,500	\$5,500
MISC SUPPLIES	\$968	\$1,445	\$400	\$400	\$400	\$400
	\$86,253	\$100,660	\$84,227	\$84,982	\$84,982	\$84,982
	\$3,025	\$2,306	\$2,915	\$3,340	\$3,340	\$3,340
DUES & MEMBERSHIPS						

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary**

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
RECREATIONAL EQUIPMENT	\$3,025	\$2,306	\$2,915	\$3,340	\$3,340	\$3,340
BUILDINGS	\$0	\$16,382	\$0	\$0	\$0	\$0
	\$1,095	\$0	\$1,000	\$1,000	\$1,000	\$1,000
TRANSFER OUT	\$1,095	\$16,382	\$1,000	\$1,000	\$1,000	\$1,000
	\$68,959	\$68,959	\$68,947	\$68,947	\$68,947	\$68,947
	\$68,959	\$68,959	\$68,947	\$68,947	\$68,947	\$68,947
TOTAL RECREATION	\$825,949	\$863,841	\$816,219	\$897,157	\$906,042	\$912,167

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>		<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>		<u>ADOPTED BUDGET 2016/2017</u>
PARKS & RECREATION - RECREATION						
HOURLY	10477761 - 611000	1 BUILDING MAINT SUPERVISOR		\$543,778		\$549,903
		4 BUILDING MAINTENANCE CUSTODIAN				
		3 REC COORDINATOR				
		3 CUST SERVICE ATTENDANT				
		1 SENIOR RECREATION MANAGER				
		3 BUILDING CUSTODIAN				
		1 WAINWRIGHT STAFF				
		1 PR-SCHOOL AGE PROGRAM LEADER				
		1 RED BANK GYM COORDINATOR				
TEMPORARY HELP	10477761 - 612000	1,100.00 Gym Supervisor	at	\$86,455		\$86,455
		200.00 REDBANK TEMP STAFF	at			
		350.00 REDBANK TEMP STAFF	at			
		350.00 REDBANK TEMP STAFF	at			
		2,960.00 SPCC FRONT DESK STAFF	at			
		3,300.00 WAINWRIGHT TEMP STAFF	at			
OVERTIME	10477761 - 612500	1.00 general overtime for staff	at	\$7,500		\$7,500
PRINTING & BINDING	10477762 - 620500	1.00 Copy Paper	at	\$1,500		\$1,500
		1.00 Purchase Envelopes	at			
		1.00 Purchase Letterheads	at			
REPORTS	10477762 - 620800	1.00 Programs and Brochures	at	\$9,000		\$9,000
TELEPHONE	10477762 - 622000	12.00 7 Cellphones	at	\$7,980		\$7,980
		12.00 Landlines	at			
		12.00 Time Warner	at			
WATER & SEWER	10477762 - 622400	12.00 12 Months - Community Center	at	\$4,200		\$4,200
		12.00 12 Months - Redbank	at			
		12.00 12 Months - Wilkinson	at			
ELECTRIC	10477762 - 622500	12.00 12 Months - Community Center	at	\$26,640		\$26,640
		12.00 12 Months - Redbank	at			
		12.00 12 Months - Wilkinson	at			
SUBSCRIPTIONS	10477762 - 624500	1.00 Portland Press Herald	at	\$150		\$150

MANAGER'S	ADOPTED
BUDGET	BUDGET
2016/2017	2016/2017

94

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>			<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
GAS & OIL	10477763 - 632000	1,500.00	Mini Bus		
		1.00	Staff Mileage Reimbursement	at 2.00 =	
		1.00	Truck	at 1,500.00 =	
				at 350.00 =	
FOOD	10477763 - 633500	1.00	Redbank Teen Center Events	at 2,000.00 =	\$5,000
		1.00	Food for Special Events	at 3,000.00 =	
CLOTHING	10477763 - 634500	1.00	Custodian Staff Shirts	at 1,200.00 =	\$1,200
MEDICAL & LAB SUPPLIES	10477763 - 635000	1.00	First Aid Supplies	at 2,250.00 =	\$2,250
SMALL TOOLS	10477763 - 636000	1.00	General	at 500.00 =	\$500
CLEANING SUPPLIES	10477763 - 636500	1.00	Cleaning Supplies, Paper Products, and Trash Bags	at 12,500.00 =	\$14,000
		1.00	Kitchen Supplies	at 900.00 =	
		1.00	Light Bulbs	at 600.00 =	
RECREATION SUPPLIES	10477763 - 637800	1.00	Wainwright Complex Recreation Equipment	at 4,800.00 =	\$14,000
		1.00	Adult Program Supplies	at 600.00 =	
		1.00	Arts and Craft Supplies	at 800.00 =	
		1.00	Awards	at 1,000.00 =	
		1.00	Basketball Equipment	at 700.00 =	
		1.00	Game Room Equipment	at 800.00 =	
		1.00	Recreation Equipment	at 4,700.00 =	
		1.00	Tennis Equipment	at 600.00 =	
BUILDING MAINT SUPPLIES	10477763 - 638800	1.00	Paint, and Miscellaneous Supplies	at 5,500.00 =	\$5,500
MISC SUPPLIES	10477763 - 639900	1.00	Miscellaneous Supplies	at 400.00 =	\$400
DUES & MEMBERSHIPS	10477764 - 642000	1.00	Building Equipment Licenses	at 250.00 =	\$3,340
		1.00	M.R.P.A. Dues & Membership	at 190.00 =	
		4.00	N.R.P.A. Dues & Memberships	at 425.00 =	
		1.00	Rec Field Trip Fees	at 1,200.00 =	
BUILDINGS	10477765 - 658000	4.00	Replacement Chairs for Community Center	at 250.00 =	\$1,000
TRANSFER OUT	10477788 - 900001	1.00	Avaya Replacement 1 Phones @ \$6 x 12 months	at 72.00 =	\$68,947
		1.00	Supplement to enterprise accounts for programs and financial assistance	at 68,875.00 =	

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
TOTAL RECREATION		\$906,042	\$912,167

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
BUS SERVICE						
HOURLY	10580061 - 611000	\$538,113	\$569,225	\$608,144	\$606,269	\$723,769
SALARY	10580061 - 611500	\$82,590	\$83,968	\$83,720	\$85,395	\$85,395
OVERTIME	10580061 - 612500	\$71,316	\$86,999	\$67,346	\$75,000	\$75,000
OTHER FEES	10580061 - 615000	\$3,793	\$2,975	\$2,184	\$2,184	\$2,184
		\$695,812	\$743,167	\$761,394	\$768,848	\$886,348
PRINTING & BINDING	10580062 - 620500	\$8,392	\$7,480	\$8,566	\$8,438	\$9,638
ADVERTISING	10580062 - 621000	\$10,825	\$5,356	\$4,000	\$4,000	\$5,000
TELEPHONE	10580062 - 622000	\$4,602	\$1,843	\$6,600	\$6,600	\$6,600
WATER & SEWER	10580062 - 622400	\$525	\$666	\$612	\$612	\$612
ELECTRIC	10580062 - 622500	\$5,190	\$5,258	\$5,580	\$5,676	\$5,676
TRAVEL	10580062 - 623000	\$515	\$82	\$1,000	\$1,000	\$1,000
MEDICAL SERVICES	10580062 - 625500	\$570	\$171	\$798	\$977	\$1,097
MOTOR VEHICLE MAINT	10580062 - 626500	\$29,907	\$22,453	\$18,000	\$18,000	\$32,000
EQUIPMENT MAINTENANCE	10580062 - 627000	\$717	\$300	\$600	\$600	\$600
RADIO MAINTENANCE	10580062 - 627100	\$0	\$0	\$0	\$1,000	\$1,000
BUILDING MAINTENANCE	10580062 - 627500	\$2,115	\$4,515	\$2,800	\$2,800	\$2,800
SOLID WASTE DISPOSAL	10580062 - 628100	\$2,172	\$1,106	\$2,400	\$2,400	\$2,400
CONTRACTED SERVICES	10580062 - 628800	\$56,814	\$70,699	\$84,470	\$81,364	\$81,364
		\$122,343	\$119,929	\$135,426	\$133,467	\$149,787
OFFICE SUPPLIES	10580063 - 630500	\$2,520	\$3,442	\$2,792	\$2,792	\$3,472
HEATING FUEL	10580063 - 631500	\$10,793	\$11,315	\$11,378	\$14,575	\$14,575
GAS & OIL	10580063 - 632000	\$153,466	\$163,378	\$156,178	\$106,288	\$124,288
TIRES & TUBES	10580063 - 632500	\$9,152	\$6,331	\$10,732	\$14,250	\$14,250
CLOTHING	10580063 - 634500	\$5,853	\$4,638	\$4,956	\$5,004	\$5,504
SMALL TOOLS	10580063 - 636000	\$1,613	\$1,076	\$1,000	\$1,000	\$1,000
CLEANING SUPPLIES	10580063 - 636500	\$2,652	\$842	\$1,400	\$2,000	\$2,000
VEHICLE SUPPLIES	10580063 - 638600	\$64,034	\$55,770	\$43,500	\$45,000	\$45,000
BUILDING MAINT SUPPLIES	10580063 - 638800	\$1,095	\$1,662	\$1,200	\$1,200	\$1,200
		\$251,176	\$248,455	\$233,136	\$192,109	\$211,289
DUES & MEMBERSHIPS	10580064 - 642000	\$1,300	\$1,300	\$1,300	\$1,350	\$1,350
		\$1,300	\$1,300	\$1,300	\$1,350	\$1,350
SUNDAY SERVICE	10580065 - 656999	\$0	\$0	\$0	\$153,000	\$0
		\$0	\$0	\$0	\$153,000	\$0
TRANSFER OUT	10580088 - 900001	\$420	\$6,946	\$360	\$360	\$360
		\$420	\$6,946	\$360	\$360	\$360

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
\$1,071,051	\$1,119,797	\$1,131,616	\$1,249,134	\$1,249,134	\$1,249,134

TOTAL BUS SERVICE

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail							
Account Description		Explanation		MANAGER'S BUDGET 2016/2017		ADOPTED BUDGET 2016/2017	
BUS SERVICE							
HOURLY	10580061 - 611000	12 BUS DRIVER 1 OPERATIONS SUPERVISOR 1 MECHANIC II			\$606,269		\$723,769
SALARY	10580061 - 611500	1 DIRECTOR OF BUS SERVICE			\$85,395		\$85,395
OVERTIME	10580061 - 612500	156.00	Mechanic O/T estimate is for f 1.00 OVERTIME 984.00 Overtime built into driver sch 1,300.00 Unscheduled absences and backf	at at at at	35.00 = 5,588.00 = 28.00 = 28.00 =	\$75,000	\$75,000
OTHER FEES	10580061 - 615000	78.00	Holiday pay for Minor Holidays and other Holidays worked	at	28.00 =	2,184	\$2,184
PRINTING & BINDING	10580062 - 620500	3.00	12000 VIR Forms 8.00 16000 Single ride tickets 1.00 2000 SoPo Senior 10-Ride Tickets 4.20 80,000 Transfers 1.00 Full Schedule Posters 3.00 Rack Cards	at at at at at at	590.00 = 150.00 = 150.00 = 409.00 = 900.00 = 3,900.00 =	\$8,438	\$9,638
ADVERTISING	10580062 - 621000	1.00	Promotional advertising and events	at	5,000.00 =	4,000	\$5,000
TELEPHONE	10580062 - 622000	12.00	Cell Phone Service 12.00 Local and Long distance charges	at at	515.00 = 35.00 =	6,180 420	\$6,600
WATER & SEWER	10580062 - 622400	1.00	New water meter	at	612.00 =	612	\$612
ELECTRIC	10580062 - 622500	12.00	Electricity - Transit Hub 12.00 Lighting and bus heaters - Office & Grg	at at	25.00 = 448.00 =	300 5,376	\$5,676
TRAVEL	10580062 - 623000	1.00	Seminars, conferences, training	at	1,000.00 =	1,000	\$1,000

Participation has grown in state-wide responsibility
as MTA President and related representational duties.

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
MEDICAL SERVICES	10580062 - 625500	2.00	Return to duty post sick leave	at	289.00 =	578
		7.00	Driver I.C.C. / D.O.T. physicals. This is a mandatory requirement.	at	57.00 =	399
MOTOR VEHICLE MAINT	10580062 - 626500	1.00	Vehicle Repairs	at	32,000.00 =	18,000
						\$32,000
EQUIPMENT MAINTENANCE	10580062 - 627000	2.00	Computer & copier maintenance	at	300.00 =	600
			Getting older and will be an expenses soon.			\$600
RADIO MAINTENANCE	10580062 - 627100	1.00	2-Way radio.	at	1,000.00 =	1,000
			No longer a contract.			\$1,000
BUILDING MAINTENANCE	10580062 - 627500	1.00	Upkeep and repairs to building. Garage roof is leaking in Spring / Rain. Need a new air compressor.	at	2,800.00 =	2,800
			Roof is asphalt with stone.			\$2,800
SOLID WASTE DISPOSAL	10580062 - 628100	2.00	Catch Basin Grit Removal at Bu	at	1,200.00 =	2,400
			Increased vendor costs			\$2,400
CONTRACTED SERVICES	10580062 - 628800	1.00	20% Local Share for FTA Planning	at	9,759.00 =	9,759
			GPCOG Regional Project			\$81,364
		1.00	Branding and Marketing	at	500.00 =	500
		1.00	Local Match for Mandatory ADA Paratransit Service. \$56884 to come from Sec. 5307 FTA Grant	at	71,105.00 =	71,105
			1/20 email from RTP			
OFFICE SUPPLIES	10580063 - 630500	1.00	General office supplies	at	3,472.00 =	2,792
			Some supplies no longer eligible RTAP reimbursement			\$3,472
HEATING FUEL	10580063 - 631500	250.00	Kerosene Bus office	at	3.10 =	775
		5,000.00	Natural Gas - Transit HUB	at	1.15 =	5,750
		7,000.00	Natural gas for garage heat	at	1.15 =	8,050
GAS & OIL	10580063 - 632000	700.00	DEF (Diesel Exhaust Fluid)	at	1.84 =	1,288
		48,000.00	Gallons of Diesel fuel	at	2.00 =	96,000
		1.00	Lube oils and antifreeze.	at	9,000.00 =	9,000
TIRES & TUBES	10580063 - 632500	38.00	Mounting / Dismounting	at	85.00 =	3,230
		4.00	New2 Wheels	at	450.00 =	1,800
		6.00	Front Tires -	at	370.00 =	2,220
		28.00	Retreads - rear	at	250.00 =	7,000
			100			

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
CLOTHING	10580063 - 634500	12.00 Mechanics uniform (weekly rat	at	92.00	=	1,104	\$5,504
		1.00 Safety shoe allowance for mechanic and accessories	at	650.00	=	650	
		13.00 Uniforms for drivers	at	250.00	=	3,250	
		CBA item now at this amount					
SMALL TOOLS	10580063 - 636000	1.00 Miscellaneous tools for garage	at	1,000.00	=	1,000	\$1,000
CLEANING SUPPLIES	10580063 - 636500	1.00 Bus washing soap, rags, paper towels, etc.	at	2,000.00	=	2,000	\$2,000
VEHICLE SUPPLIES	10580063 - 638600	1.00 Other Supplies	at	15,000.00	=	15,000	\$45,000
		1.00 Warranties on new buses expire	at	30,000.00	=	30,000	
		at different intervals.					
BUILDING MAINT SUPPLIES	10580063 - 638800	1.00 Miscellaneous supplies	at	1,200.00	=	1,200	\$1,200
DUES & MEMBERSHIPS	10580064 - 642000	1.00 Maine Transit Assoc	at	1,125.00	=	1,125	\$1,350
		1.00 NEPTA Dues	at	225.00	=	225	
SUNDAY SERVICE	10580065 - 656999	9,000.00 Diesel fuel gallons for Sunday service	at	2.00	=	18,000	\$153,000
		2.00 Driver I.C.C./D.O.T. physicals for 2 Sunday drivers	at	60.00	=	120	
		1.00 Other Supplies	at	680.00	=	680	
		1.00 Sunday Bus Drivers Wages, OT and Benefits	at	117,500.00	=	117,500	
		1.00 Sunday service ads	at	1,000.00	=	1,000	
		1.00 Sunday service estimate for new rack cards and	at	1,200.00	=	1,200	
		poster schedules					
		2.00 Uniforms for 2 Sunday drivers	at	250.00	=	500	
		1.00 Vehicle Supplies and Repairs	at	14,000.00	=	14,000	
TRANSFER OUT	10580088 - 900001	5.00 Avaya Replacement	at	72.00	=	360	\$360
		5 Phones @ \$6 x 12 months					
TOTAL BUS SERVICE						\$1,249,134	\$1,249,134

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

		ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
WATERFRONT							
TRAVEL	10581062 - 623000	\$0	\$0	\$500	\$500	\$500	\$500
		\$0	\$0	\$500	\$500	\$500	\$500
DUES & MEMBERSHIPS	10581064 - 642000	\$500	\$500	\$757	\$557	\$557	\$557
CONTRIBUTIONS	10581064 - 643000	\$38,000	\$38,000	\$38,000	\$40,000	\$40,000	\$40,000
		\$38,500	\$38,500	\$38,757	\$40,557	\$40,557	\$40,557
TOTAL WATERFRONT		\$38,500	\$38,500	\$39,257	\$41,057	\$41,057	\$41,057

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
WATERFRONT						
TRAVEL	10581062 - 623000	1.00	Regional development, NE Ports, Port Safety Forum of Me & NH, Dredging Comm.	at	500.00 = 500	\$500
DUES & MEMBERSHIPS	10581064 - 642000	1.00	Portland Propeller Club	at	57.00 = 57	\$557
		1.00	Waterfront Alliance	at	500.00 = 500	
CONTRIBUTIONS	10581064 - 643000	1.00	Harbor Commission	at	40,000.00 = 40,000	\$40,000
TOTAL WATERFRONT					\$41,057	\$41,057

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
GENERAL ASSISTANCE DEPARTMENT -						
ADMINISTRATION						
HOURLY	\$18,475	\$20,980	\$29,168	\$36,488	\$36,488	\$36,488
SALARY	\$59,180	\$61,059	\$61,321	\$64,445	\$64,445	\$64,445
OVERTIME	\$2,280	\$1,947	\$2,723	\$2,723	\$2,723	\$2,723
	\$79,935	\$83,986	\$93,212	\$103,656	\$103,656	\$103,656
PRINTING & BINDING	\$244	\$0	\$313	\$313	\$313	\$313
TELEPHONE	\$463	\$461	\$470	\$470	\$470	\$470
SUBSCRIPTIONS	\$0	\$20	\$50	\$50	\$50	\$50
EQUIPMENT MAINTENANCE	\$63	\$0	\$474	\$474	\$474	\$474
CONTRACTED SERVICES	\$1,935	\$1,927	\$1,750	\$2,000	\$2,000	\$2,000
	\$2,705	\$2,408	\$3,057	\$3,307	\$3,307	\$3,307
OFFICE SUPPLIES	\$1,031	\$798	\$850	\$2,000	\$2,000	\$2,000
	\$1,031	\$798	\$850	\$2,000	\$2,000	\$2,000
DUES & MEMBERSHIPS	\$60	\$60	\$60	\$100	\$100	\$100
	\$60	\$60	\$60	\$100	\$100	\$100
TRANSFER OUT	\$168	\$168	\$144	\$144	\$144	\$144
	\$168	\$168	\$144	\$144	\$144	\$144
TOTAL ADMINISTRATION	\$83,898	\$87,421	\$97,323	\$109,207	\$109,207	\$109,207

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail				MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
Account Description	Explanation				
GENERAL ASSISTANCE DEPARTMENT - ADMINISTRATION					
HOURLY	10682061 - 611000	1	GA ADMINISTRATIVE ASSISTANT	\$36,488	\$36,488
SALARY	10682061 - 611500	1	DIRECTOR OF SOCIAL SERVICES	\$64,445	\$64,445
OVERTIME	10682061 - 612500	1.00	Coverage for vacation and Welfare Director's meetings. Coverage is at \$18.51 per hour for three weeks of vacation at 37.5 hours per week and one day at the Maine Municipal Association conference and two days at the Welfare Director's meeting.	2,723.00 =	\$2,723
PRINTING & BINDING	10682062 - 620500	1.00	Miscellaneous Forms - NCR applications, etc.	313.00 =	\$313
TELEPHONE	10682062 - 622000	12.00	Conversant/Avaya	26.50 =	\$470
		1.00	Long distance	152.00 =	
SUBSCRIPTIONS	10682062 - 624500	1.00	Trade Manuals / MMA GA publications	50.00 =	\$50
EQUIPMENT MAINTENANCE	10682062 - 627000	1.00	Photocopier annual maintenance in General Assistance Office	474.00 =	\$474
CONTRACTED SERVICES	10682062 - 628800	1.00	INTREPRETER	700.00 =	\$2,000
		1.00	Welpac	1,300.00 =	
OFFICE SUPPLIES	10682063 - 630500	1.00	Printer supplies and general office supplies. The increase is for a more efficient scanner.	2,000.00 =	\$2,000
DUES & MEMBERSHIPS	10682064 - 642000	1.00	Maine Welfare Directors Assoc. for Administrator and Admin Asst.	100.00 =	\$100
TRANSFER OUT	10682088 - 900001	2.00	Avaya Replacement 2 Phones @ \$6 x 12 months	72.00 =	\$144
TOTAL ADMINISTRATION				\$109,207	\$109,207

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
GENERAL ASSISTANCE DEPARTMENT - GA SOCIAL						
SERVICES						
WATER & SEWER	\$624	\$1,635	\$1,800	\$2,000	\$2,000	\$2,500
ELECTRIC	\$5,903	\$13,927	\$15,000	\$15,000	\$15,000	\$15,000
BURIALS	\$7,065	\$6,825	\$8,000	\$8,000	\$8,000	\$8,000
	\$13,592	\$22,387	\$24,800	\$25,000	\$25,000	\$25,500
HEATING FUEL	\$10,367	\$11,832	\$15,000	\$15,000	\$15,000	\$15,000
FOOD	\$6,575	\$16,812	\$20,000	\$23,000	\$23,000	\$27,000
CLOTHING	\$0	\$209	\$0	\$800	\$800	\$800
MEDICAL & LAB SUPPLIES	\$7,082	\$7,603	\$9,000	\$15,000	\$15,000	\$15,000
HOUSEHOLD SUPPLIES	\$5,331	\$9,714	\$10,000	\$15,000	\$15,000	\$15,000
DIAPERS	\$1,906	\$2,742	\$2,500	\$6,000	\$6,000	\$6,500
	\$31,261	\$48,913	\$56,500	\$74,800	\$74,800	\$79,300
RENT	\$192,282	\$193,813	\$195,000	\$270,000	\$270,000	\$310,000
	\$192,282	\$193,813	\$195,000	\$270,000	\$270,000	\$310,000
TOTAL GA SOCIAL SERVICES	\$237,136	\$265,113	\$276,300	\$369,800	\$369,800	\$414,800

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail						
Account Description		Explanation		MANAGER'S BUDGET 2016/2017		ADOPTED BUDGET 2016/2017
GENERAL ASSISTANCE DEPARTMENT - GA						
SOCIAL SERVICES						
WATER & SEWER	10682162 - 622400	1.00	Residential Service when not included in rent	at	2,500.00 =	\$2,000
ELECTRIC	10682162 - 622500	1.00	Residential Electricity & Gas - non heat	at	15,000.00 =	\$15,000
BURIALS	10682162 - 629700	1.00	Provided when responsible relatives are not available or personal resources are inadequate. The department has seen an increase.	at	8,000.00 =	\$8,000
HEATING FUEL	10682163 - 631500	1.00	Includes residential heating oil, coal, wood and natural gas	at	15,000.00 =	\$15,000
FOOD	10682163 - 633500	1.00	Vendor payments for basic food items for family needs.	at	27,000.00 =	\$23,000
CLOTHING	10682163 - 634500				\$800	\$800
MEDICAL & LAB SUPPLIES	10682163 - 635000	1.00	Includes both prescription and over the counter drugs not covered by other programs	at	15,000.00 =	\$15,000
HOUSEHOLD SUPPLIES	10682163 - 635500	1.00	Household and personal care needs	at	15,000.00 =	\$15,000
DIAPERS	10682163 - 635600	1.00	Diapers for young children and pull-ups.	at	6,500.00 =	\$6,500
RENT	10682164 - 641000	1.00	Shelter cost for qualifying applicants. Monthly rent & emergency lodging in motels/shelters. An increase in FY15/16 verses the year prior due to an increase in homelessness and program cuts at the Federal level.	at	310,000.00 =	\$310,000
TOTAL GA SOCIAL SERVICES						\$369,800
						\$414,800

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary**

		ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
HEALTH							
MEDICAL SERVICES	10683062 - 625500	\$15,000 \$15,000	\$15,000 \$15,000	\$15,000 \$15,000	\$15,000 \$15,000	\$15,000 \$15,000	\$15,000 \$15,000
CONTRIBUTIONS	10683064 - 643000	\$0 \$0	\$2,250 \$2,250	\$2,700 \$2,700	\$4,000 \$4,000	\$4,000 \$4,000	\$4,000 \$4,000
TOTAL HEALTH		\$15,000	\$17,250	\$17,700	\$19,000	\$19,000	\$19,000

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
HEALTH						
MEDICAL SERVICES	10683062 - 625500	1.00	VNA Home health visits	at	15,000.00 = 15,000	\$15,000
CONTRIBUTIONS	10683064 - 643000	1.00	The Food Cupboard	at	4,000.00 = 4,000	\$4,000
TOTAL HEALTH					\$19,000	\$19,000

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary**

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
INSURANCE						
MAINE STATE RETIREMENT			\$1,014,430	\$1,114,100	\$1,109,200	\$1,118,300
DEFERRED COMP			\$54,520	\$52,000	\$52,000	\$52,200
401A			\$262,700	\$256,250	\$256,000	\$254,700
LONG TERM DISABILITY			\$20,900	\$21,500	\$21,500	\$21,500
SOCIAL SECURITY			\$915,700	\$949,500	\$947,300	\$952,100
GROUP LIFE			\$11,890	\$11,890	\$11,890	\$11,890
WORKERS COMP			\$487,000	\$482,000	\$482,000	\$482,000
HEALTH INSURANCE			\$3,440,350	\$3,532,600	\$3,511,000	\$3,528,900
WELLNESS			\$11,000	\$13,000	\$13,000	\$13,000
ACCRUED VACATION/PAYROLL			\$215,880	\$150,000	\$150,000	\$150,000
MEDICAL SERVICES			\$22,000	\$27,000	\$27,000	\$27,000
	\$5,675,590	\$5,953,003	\$6,456,370	\$6,609,840	\$6,580,890	\$6,611,590
LIABILITY & FIRE			\$279,000	\$289,020	\$289,020	\$289,020
	\$261,445	\$269,051	\$279,000	\$289,020	\$289,020	\$289,020
TRANSFER OUT			\$42,500	\$42,500	\$42,500	\$42,500
	\$45,500	\$192,000	\$42,500	\$42,500	\$42,500	\$42,500
TOTAL INSURANCE	\$5,982,535	\$6,414,055	\$6,777,870	\$6,941,360	\$6,912,410	\$6,943,110

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
INSURANCE			
MAINE STATE RETIREMENT	10160061 - 618000	\$1,109,200	\$1,118,300
DEFERRED COMP	10160061 - 618100	\$52,000	\$52,200
401A	10160061 - 618101	\$256,000	\$254,700
LONG TERM DISABILITY	10160061 - 618200	\$21,500	\$21,500
SOCIAL SECURITY	10160061 - 618300	\$947,300	\$952,100
GROUP LIFE	10160061 - 618400	\$11,890	\$11,890
WORKERS COMP	10160061 - 618500	\$482,000	\$482,000
HEALTH INSURANCE	10160061 - 618600	\$3,511,000	\$3,528,900
WELLNESS	10160061 - 618601	\$13,000	\$13,000
ACCRUED VACATION/PAYROLL	10160061 - 618800	\$150,000	\$150,000
MEDICAL SERVICES	10160061 - 625500	\$27,000	\$27,000
LIABILITY & FIRE	10160064 - 646100		
	1.00 Insurance for Buglight Park	at 3,020.00 = 3,020	\$289,020
	1.00 MMA Property and Casualty Risk	at 286,000.00 = 286,000	
TRANSFER OUT	10160088 - 900001		
	1.00 Self-Insurance Reserve	at 12,500.00 = 12,500	\$42,500
	1.00 Unemployment Reserve	at 30,000.00 = 30,000	
TOTAL INSURANCE		\$6,912,410	\$6,943,110

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary**

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
GENERAL OBLIGATION DEBT						
TEMPORARY & ADMIN	12090066 - 668800	\$3,001	\$3,000	\$3,000	\$3,000	\$3,000
BOND INTEREST	12090066 - 668900	\$39,500	\$25,800	\$223,500	\$223,500	\$223,500
LEASE INTEREST	12090066 - 668950	\$23,800	\$21,155	\$15,598	\$15,598	\$15,598
BOND PRINCIPAL	12090066 - 669000	\$260,000	\$260,000	\$260,000	\$260,000	\$260,000
LEASE PRINCIPAL	12090066 - 669050	\$79,439	\$84,818	\$87,643	\$87,643	\$87,643
		\$405,740	\$392,040	\$589,741	\$589,741	\$589,741
TOTAL GENERAL OBLIGATION DEBT		\$405,740	\$392,040	\$589,741	\$589,741	\$589,741

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail									
Account Description		Explanation		MANAGER'S BUDGET 2016/2017			ADOPTED BUDGET 2016/2017		
GENERAL OBLIGATION DEBT									
TEMPORARY & ADMIN		12090066 - 668800		\$3,000			\$3,000		
BOND INTEREST									
12090066 - 668900		1.00	05/01/17 Bond Payment	at	6,300.00	=	6,300	\$223,500	\$223,500
		1.00	09/01/16 Bond Payment	at	1,250.00	=	1,250		
		1.00	11/01/16 Bond Payment	at	9,450.00	=	9,450		
		1.00	Municipal Services Facility (Half Year Interest-Estimate)	at	206,500.00	=	206,500		
LEASE INTEREST									
12090066 - 668950		1.00	Energy Improvements Lease	at	15,598.00	=	15,598	\$15,598	\$15,598
BOND PRINCIPAL									
12090066 - 669000		1.00	09/01/16 Bond Payment	at	50,000.00	=	50,000	\$260,000	\$260,000
		1.00	11/01/16 Bond Payment	at	210,000.00	=	210,000		
LEASE PRINCIPAL									
12090066 - 669050		1.00	Energy Lease Payment	at	87,643.00	=	87,643	\$87,643	\$87,643
TOTAL GENERAL OBLIGATION DEBT									
								\$589,741	\$589,741

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary**

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
PENSION OBLIGATION						
BOND INTEREST	\$101,725	\$27,486	\$20,551	\$10,276	\$10,276	\$10,276
BOND PRINCIPAL	\$513,765	\$513,765	\$513,765	\$513,765	\$513,765	\$513,765
	\$615,490	\$541,251	\$534,316	\$524,041	\$524,041	\$524,041
TOTAL PENSION OBLIGATION	\$615,490	\$541,251	\$534,316	\$524,041	\$524,041	\$524,041

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

Line Item Detail									
<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2016/2017</u>		<u>ADOPTED BUDGET 2016/2017</u>	
PENSION OBLIGATION									
BOND INTEREST		12091066 - 668900	1.00	Pension Obligation Bond Interest	at	10,276.00	=	10,276	\$10,276
BOND PRINCIPAL		12091066 - 669000	1.00	Pension Obligation Bond Principal	at	513,765.00	=	513,765	\$513,765
TOTAL PENSION OBLIGATION								\$524,041	\$524,041

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

	ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
CONTINGENCY ABATEMENT RESERVE						
CONTRACTED SERVICES	\$71,217	\$91,520	\$100,000	\$100,000	\$100,000	\$100,000
	\$71,217	\$91,520	\$100,000	\$100,000	\$100,000	\$100,000
ABATEMENTS	\$3,905	\$2,586	\$12,000	\$12,000	\$12,000	\$12,000
	\$3,905	\$2,586	\$12,000	\$12,000	\$12,000	\$12,000
TRANSFER OUT	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
TOTAL CONTINGENCY ABATEMENT RESERVE	\$90,122	\$109,106	\$127,000	\$127,000	\$127,000	\$127,000

**City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>		<u>MANAGER'S BUDGET 2016/2017</u>	<u>ADOPTED BUDGET 2016/2017</u>
CONTINGENCY ABATEMENT RESERVE				
CONTRACTED SERVICES	1.00 Contingency	13093062 - 628800	at 100,000.00 = 100,000	\$100,000
ABATEMENTS	1.00 Poverty Abatements	13093064 - 648000	at 12,000.00 = 12,000	\$12,000
TRANSFER OUT	1.00 Equipment Reserve	13093088 - 900001	at 15,000.00 = 15,000	\$15,000
TOTAL CONTINGENCY ABATEMENT RESERVE			\$127,000	\$127,000

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

		ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
MUNICIPAL FACILITIES							
TRANSFER OUT	13094088 - 900001	\$20,000 \$20,000	\$70,000 \$70,000	\$70,000 \$70,000	\$20,000 \$20,000	\$20,000 \$20,000	\$20,000 \$20,000
TOTAL MUNICIPAL FACILITIES		\$20,000	\$70,000	\$70,000	\$20,000	\$20,000	\$20,000

City of South Portland
 2016/2017 Adopted Budget
 General Fund Expenditure
 Line Item Detail

<u>Account Description</u>	<u>Explanation</u>	at	20,000.00	=	20,000	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
MUNICIPAL FACILITIES							
TRANSFER OUT	13094088 - 900001	1.00	Municipal facilities reserve			\$20,000	\$20,000
TOTAL MUNICIPAL FACILITIES							
						\$20,000	\$20,000

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Summary

		ACTUAL 2013/2014	ACTUAL 2014/2015	APPROVED BUDGET 2015/2016	DEPARTMENT REQUEST 2016/2017	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
COUNTY TAX							
COUNTY TAXES	15098067 - 671000	\$2,215,084	\$2,327,942	\$2,434,056	\$2,504,088	\$2,504,088	\$2,504,088
		\$2,215,084	\$2,327,942	\$2,434,056	\$2,504,088	\$2,504,088	\$2,504,088
TOTAL COUNTY TAX		\$2,215,084	\$2,327,942	\$2,434,056	\$2,504,088	\$2,504,088	\$2,504,088

City of South Portland
2016/2017 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>	MANAGER'S BUDGET 2016/2017	ADOPTED BUDGET 2016/2017
COUNTY TAX			
COUNTY TAXES	15098067 - 671000	\$2,504,088	\$2,504,088
TOTAL COUNTY TAX		\$2,504,088	\$2,504,088