



GENERAL FUND ADOPTED BUDGET

FY 2019

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure Summary By Department**

	<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CITY COUNCIL	\$139,788	\$141,016	147,321	\$171,061	\$171,061	\$171,061
EXECUTIVE DEPARTMENT	\$209,935	\$208,508	238,511	\$271,916	\$267,916	\$280,666
CITY CLERK	\$233,307	\$228,422	235,789	\$254,527	\$254,527	\$254,527
CORPORATION COUNSEL	\$257,282	\$175,652	195,448	\$197,885	\$197,885	\$197,885
FINANCE DEPARTMENT	\$993,556	\$1,025,238	1,061,729	\$1,070,050	\$1,060,676	\$1,055,861
INFORMATION TECHNOLOGY	\$399,448	\$395,823	424,749	\$472,204	\$424,260	\$419,503
PLANNING DEPARTMENT	\$227,924	\$237,327	255,817	\$315,879	\$300,279	\$300,279
SUSTAINABILITY	\$60,013	\$82,927	104,797	\$149,385	\$112,080	\$114,636
HUMAN RESOURCES	\$294,899	\$349,107	392,753	\$432,479	\$401,979	\$396,118
CITY BUILDING	\$173,817	\$170,056	258,645	\$622,274	\$626,647	\$628,127
INSURANCE	\$6,594,662	\$6,604,210	7,266,870	\$7,961,585	\$7,723,535	\$7,773,735
GENERAL GOVERNMENT	\$9,584,630	\$9,618,285	10,582,429	\$11,919,245	\$11,540,845	\$11,592,398
POLICE DEPARTMENT	\$4,232,208	\$4,335,585	4,543,307	\$4,620,163	\$4,522,601	\$4,530,963
FIRE DEPARTMENT	\$4,956,350	\$5,038,731	5,372,300	\$5,586,435	\$5,440,418	\$5,455,418
PUBLIC SAFETY COMMUNICATIONS	\$797,078	\$1,009,260	1,078,702	\$1,096,808	\$1,096,808	\$1,086,805
CODE ENFORCEMENT DEPARTMENT	\$679,009	\$692,301	717,243	\$855,191	\$579,842	\$579,842
CIVIL SERVICE	\$11,313	\$6,863	11,280	\$11,280	\$11,280	\$11,280
PUBLIC SAFETY	\$10,675,958	\$11,082,740	11,722,832	\$12,169,877	\$11,650,949	\$11,664,308
PUBLIC WORKS	\$4,622,412	\$4,305,870	4,818,400	\$4,932,177	\$4,842,193	\$4,846,256
PUBLIC WORKS	\$4,622,412	\$4,305,870	4,818,400	\$4,932,177	\$4,842,193	\$4,846,256
PUBLIC LIBRARY	\$643,523	\$648,964	693,512	\$768,574	\$717,689	\$717,689
PARKS & RECREATION	\$2,458,226	\$2,548,823	2,799,316	\$2,703,100	\$2,551,314	\$2,579,388

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure Summary By Department**

	<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CULTURE & RECREATION	\$3,101,748	\$3,197,787	3,492,828	\$3,471,674	\$3,269,003	\$3,297,077
BUS SERVICE	\$1,144,409	\$1,309,340	1,357,928	\$1,442,135	\$1,402,135	\$1,402,135
WATERFRONT	\$38,500	\$40,500	41,057	\$41,057	\$41,057	\$41,057
TRANSPORTATION AND WATERFRONT	\$1,182,909	\$1,349,840	1,398,985	\$1,483,192	\$1,443,192	\$1,443,192
GENERAL ASSISTANCE DEPARTMENT	\$502,204	\$489,752	555,476	\$643,989	\$614,489	\$614,489
HEALTH	\$19,750	\$16,500	19,000	\$20,126	\$19,000	\$19,000
HEALTH, WELFARE & SOCIAL SERV	\$521,954	\$506,252	574,476	\$664,115	\$633,489	\$633,489
GENERAL OBLIGATION DEBT	\$389,039	\$581,309	1,372,646	\$1,481,432	\$1,581,912	\$1,581,912
PENSION OBLIGATION	\$534,316	\$524,040	0	\$0	\$0	\$0
DEBT	\$923,355	\$1,105,349	1,372,646	\$1,481,432	\$1,581,912	\$1,581,912
CONTINGENCY ABATEMENT RESERVE	\$107,801	\$44,400	127,000	\$127,000	\$127,000	\$127,000
MUNICIPAL FACILITIES	\$70,000	\$20,000	20,000	\$20,000	\$20,000	\$20,000
CONTINGENCY ABATEMENT RESERVE	\$177,801	\$64,400	147,000	\$147,000	\$147,000	\$147,000
 TOTAL MUNICIPAL BUDGET	 \$30,790,768	 \$31,230,523	 34,109,596	 \$36,268,712	 \$35,108,583	 \$35,205,632
 COUNTY TAX	 \$2,434,056	 \$2,504,088	 2,598,030	 \$2,785,695	 \$2,785,695	 \$2,785,695
 TOTAL GENERAL FUND	 \$33,224,824	 \$33,734,611	 36,707,626	 \$39,054,407	 \$37,894,278	 \$37,991,327

**City of South Portland
2018/2019 Adopted Budget
General Fund Revenue Summary**

	<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
DOG LICENSES	\$1,649	\$1,715	\$1,600	\$1,600	\$1,600	\$1,600
MARRIAGE LICENSES	\$6,316	\$6,783	\$7,000	\$6,500	\$6,500	\$6,500
FISHING/HUNTING LICENSES	\$1,030	\$911	\$1,000	\$950	\$950	\$950
BUSINESS LICENSES	\$153,096	\$148,615	\$148,000	\$152,000	\$152,000	\$152,000
SHORT TERM RENTAL FEE	\$0	\$0	\$0	\$15,000	\$15,000	\$15,000
PASSPORT	\$0	\$25	\$0	\$0	\$0	\$0
ADVERTISING	\$400	\$159	\$300	\$250	\$250	\$250
MISCELLANEOUS REVENUE	\$18,199	\$21,717	\$19,000	\$20,000	\$20,000	\$20,000
CITY CLERK	\$180,690	\$179,925	\$176,900	\$196,300	\$196,300	\$196,300
FINES & FEES	\$810	\$550	\$0	\$0	\$0	\$0
CORPORATION COUNSEL	\$810	\$550	\$0	\$0	\$0	\$0
AUTOMOBILE EXCISE TAX	\$7,209,182	\$7,060,762	\$6,550,000	\$6,550,000	\$6,550,000	\$6,550,000
BOAT EXCISE TAX	\$32,188	\$27,429	\$27,000	\$27,000	\$27,000	\$27,000
AIRCRAFT EXCISE TAX	\$0	\$12,377	\$12,000	\$11,400	\$11,400	\$11,400
INTEREST & PENALTIES	\$135,076	\$72,913	\$90,000	\$75,000	\$75,000	\$75,000
VET EXEMPT REIMBURSEMENT	\$14,463	\$14,713	\$14,000	\$14,000	\$14,000	\$14,000
INVESTMENT INCOME	\$428,191	\$209,914	\$400,000	\$400,000	\$400,000	\$400,000
PASSPORT	\$4,859	\$5,516	\$5,000	\$5,500	\$5,500	\$5,500
LICENSE TABS	\$60,275	\$58,348	\$58,000	\$58,000	\$58,000	\$58,000
WESTBROOK ASSESSING	\$55,476	\$56,288	\$56,200	\$56,500	\$56,500	\$56,500
STATE SNOWMOBILE FEES	\$1,119	\$867	\$900	\$900	\$900	\$900
MISCELLANEOUS REVENUE	\$16,390	\$12,480	\$15,000	\$12,000	\$12,000	\$12,000
FINANCE DEPARTMENT	\$7,957,219	\$7,531,608	\$7,228,100	\$7,210,300	\$7,210,300	\$7,210,300
SCHOOL IT SERVICES	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
INFORMATION TECHNOLOGY	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
SUBDIVISIONS	\$10,552	\$9,100	\$5,000	\$8,000	\$8,000	\$8,000
SITE PLANS	\$9,900	\$10,811	\$7,000	\$9,000	\$9,000	\$9,000
ZONE CHANGES	\$1,000	\$2,000	\$500	\$1,500	\$1,500	\$1,500
SPECIAL EXCEPTIONS	\$1,950	\$3,950	\$1,500	\$2,000	\$2,000	\$2,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Revenue Summary**

	ACTUAL 2015/2016	ACTUAL 2016/2017	APPROVED BUDGET 2017/2018	DEPARTMENT REQUEST 2018/2019	MANAGER'S BUDGET 2018/2019	ADOPTED BUDGET 2018/2019
DE MINIMUS PLANNING CHANGES	\$800	\$1,750	\$500	\$1,000	\$1,000	\$1,000
MISCELLANEOUS REVENUE	\$2,841	\$2,871	\$1,500	\$2,000	\$2,000	\$2,000
PLANNING DEPARTMENT	\$27,043	\$30,482	\$16,000	\$23,500	\$23,500	\$23,500
MAINE DRUG ENFORCMENT	\$41,815	\$75,442	\$83,000	\$85,000	\$85,000	\$85,000
COURT FEES & FINES	\$13,216	\$9,273	\$12,000	\$10,000	\$10,000	\$10,000
FALSE ALARMS	\$22,867	\$26,845	\$18,000	\$20,000	\$20,000	\$20,000
PARKING TICKETS	\$12,753	\$14,460	\$28,000	\$20,000	\$20,000	\$20,000
ANIMAL CONTROL	\$8,721	\$5,512	\$6,000	\$5,000	\$5,000	\$5,000
ANIMAL CONTROL - CAPE	\$12,059	\$12,686	\$13,000	\$13,000	\$13,000	\$13,000
MISCELLANEOUS REVENUE	\$11,467	\$10,758	\$9,000	\$11,000	\$11,000	\$11,000
POLICE DEPARTMENT	\$122,897	\$154,976	\$169,000	\$164,000	\$164,000	\$164,000
AMBULANCE FEES	\$864,489	\$925,178	\$840,000	\$900,000	\$900,000	\$900,000
TANKER INSPECTIONS	\$1,755	\$945	\$2,000	\$3,000	\$3,000	\$3,000
MASTER BOX FEE	\$9,200	\$0	\$6,500	\$5,000	\$5,000	\$5,000
MISCELLANEOUS REVENUE	\$1,213	\$2,270	\$2,000	\$2,000	\$2,000	\$2,000
FIRE DEPARTMENT	\$876,656	\$928,393	\$850,500	\$910,000	\$910,000	\$910,000
BUILDING FEES & PERMITS	\$736,641	\$764,515	\$460,000	\$540,000	\$540,000	\$540,000
PLUMBING PERMITS	\$10,890	\$29,078	\$10,000	\$12,000	\$12,000	\$12,000
ELECTRICAL PERMITS	\$22,748	\$39,298	\$24,000	\$28,000	\$28,000	\$28,000
MISCELLANEOUS REVENUE	\$3,131	\$3,905	\$2,000	\$18,000	\$18,000	\$18,000
CODE ENFORCEMENT DEPARTMENT	\$773,410	\$836,794	\$496,000	\$598,000	\$598,000	\$598,000
SITE INSPECTIONS	\$3,057	\$1,728	\$0	\$1,000	\$1,000	\$1,000
ENGINEERING DEPARTMENT	\$3,057	\$1,728	\$0	\$1,000	\$1,000	\$1,000
MISCELLANEOUS REVENUE	\$912	\$498	\$500	\$500	\$500	\$500
RECYCLING	\$16,690	\$15,177	\$18,000	\$18,000	\$18,000	\$18,000
TRANSFER FACILITY	\$88,419	\$91,330	\$108,000	\$90,000	\$100,000	\$100,000
PUBLIC WORKS	\$106,021	\$107,005	\$126,500	\$108,500	\$118,500	\$118,500
FINES & FEES	\$14,608	\$15,732	\$15,000	\$15,000	\$15,000	\$15,000
PHOTOCOPIER	\$2,756	\$2,614	\$2,500	\$2,500	\$2,500	\$2,500

**City of South Portland
2018/2019 Adopted Budget
General Fund Revenue Summary**

	<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
MISCELLANEOUS REVENUE	\$3,525	\$3,798	\$4,000	\$3,800	\$3,800	\$3,800
FINES & FEES	\$1,429	\$1,325	\$1,500	\$1,200	\$1,200	\$1,200
PHOTOCOPIER	\$203	\$128	\$150	\$150	\$150	\$150
MISCELLANEOUS REVENUE	\$381	\$393	\$300	\$400	\$400	\$400
PUBLIC LIBRARY	\$22,902	\$23,990	\$23,450	\$23,050	\$23,050	\$23,050
POOL DAILY FEES	\$92,107	\$97,670	\$88,000	\$90,000	\$90,000	\$90,000
POOL MEMBERSHIPS	\$463	\$492	\$400	\$400	\$400	\$400
POOL PROGRAM FEES	\$86,304	\$83,123	\$74,000	\$78,000	\$78,000	\$78,000
POOL RENTAL	\$12,986	\$12,046	\$14,000	\$12,000	\$12,000	\$12,000
POOL EQUIPMENT	\$462	\$475	\$400	\$400	\$400	\$400
COMMUNITY CENTER	\$30,340	\$57,358	\$38,000	\$45,000	\$45,000	\$45,000
EVENTS - SPONSORSHIPS	\$0	\$0	\$0	\$15,500	\$15,500	\$15,500
MISCELLANEOUS REVENUE	\$40	\$1	\$0	\$0	\$0	\$0
TRANSFERS IN	\$0	\$0	\$0	\$0	\$0	\$3,500
PARKS & RECREATION	\$222,701	\$251,163	\$214,800	\$241,300	\$241,300	\$244,800
MAINE DEPT OF	\$31,782	\$31,240	\$31,240	\$31,240	\$31,240	\$31,240
FAREBOX	\$259,088	\$239,547	\$275,000	\$275,000	\$275,000	\$275,000
ADVERTISING	\$24,831	\$15,882	\$20,000	\$15,000	\$15,000	\$15,000
GRANT INCOME	\$510,445	\$680,526	\$700,748	\$708,200	\$708,200	\$708,200
BUS SERVICE	\$826,147	\$967,196	\$1,026,988	\$1,029,440	\$1,029,440	\$1,029,440
GENERAL ASSISTANCE	\$284,231	\$250,007	\$287,210	\$334,000	\$320,000	\$320,000
GENERAL ASSISTANCE DEPARTMENT	\$284,231	\$250,007	\$287,210	\$334,000	\$320,000	\$320,000
STATE REVENUE SHARING	\$1,285,328	\$1,243,362	\$1,260,000	\$1,200,000	\$1,200,000	\$1,250,000
CABLE TV FRANCHISE FEE	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
RENT & LEASES	\$82,304	\$97,925	\$85,800	\$90,800	\$90,800	\$90,800
BUDGETED USE OF SURPLUS	\$0	\$500,000	\$500,000	\$500,000	\$500,000	\$500,000
	\$1,487,632	\$1,961,286	\$1,965,800	\$1,910,800	\$1,910,800	\$1,960,800
ECOMAINE PILOT	\$71,450	\$71,450	\$71,450	\$71,450	\$71,450	\$71,450
S P HOUSING AUTHORITY PILOT	\$145,997	\$181,457	\$159,000	\$166,800	\$166,800	\$166,800
RIDGELAND ESTATES PILOT	\$24,211	\$14,698	\$37,158	\$37,300	\$37,300	\$37,300

**City of South Portland
2018/2019 Adopted Budget
General Fund Revenue Summary**

	ACTUAL 2015/2016	ACTUAL 2016/2017	APPROVED BUDGET 2017/2018	DEPARTMENT REQUEST 2018/2019	MANAGER'S BUDGET 2018/2019	ADOPTED BUDGET 2018/2019
ADAPTIVE ENVIRONMENT PILOT	\$2,459	\$0	\$2,500	\$2,500	\$2,500	\$2,500
OTHER PILOT	\$0	\$11,450	\$0	\$0	\$0	\$0
PAYMENT IN LIEU OF TAXES	\$244,118	\$279,055	\$270,108	\$278,050	\$278,050	\$278,050
AMOUNT TO BE RAISED BY	\$21,259,132	\$21,107,262	\$21,091,270	\$23,269,667	\$22,069,438	\$22,107,187
REDEMPTION OF TAX ACQUIRED	\$11,710	\$7,900	\$5,000	\$5,000	\$5,000	\$5,000
HOMESTEAD EXEMPTION	\$484,938	\$729,461	\$986,000	\$947,500	\$937,000	\$937,000
BETE EXPEMPTION	\$1,522,086	\$1,648,477	\$1,720,000	\$1,750,000	\$1,750,000	\$1,800,000
TAXES	\$23,277,866	\$23,493,099	\$23,802,270	\$25,972,167	\$24,761,438	\$24,849,187
TRANSFERS IN	\$449,000	\$24,000	\$24,000	\$24,000	\$34,400	\$34,400
	\$449,000	\$24,000	\$24,000	\$24,000	\$34,400	\$34,400
TOTAL GENERAL FUND	\$36,892,400	\$37,051,258	\$36,707,626	\$39,054,407	\$37,850,078	\$37,991,327

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		ACTUAL 2015/2016	ACTUAL 2016/2017	APPROVED BUDGET 2017/2018	DEPARTMENT REQUEST 2018/2019	MANAGER'S BUDGET 2018/2019	ADOPTED BUDGET 2018/2019
CITY COUNCIL							
SALARY	10150061 - 611500	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000
TEMPORARY HELP	10150061 - 612000	\$1,115	\$0	\$900	\$900	\$900	\$900
		\$22,115	\$21,000	\$21,900	\$21,900	\$21,900	\$21,900
PRINTING & BINDING	10150062 - 620500	\$1,399	\$2,059	\$2,750	\$2,550	\$2,550	\$2,550
ADVERTISING	10150062 - 621000	\$495	\$1,307	\$720	\$1,050	\$1,050	\$1,050
TELEPHONE	10150062 - 622000	\$2,619	\$2,872	\$2,880	\$3,120	\$3,120	\$3,120
SUBSCRIPTIONS	10150062 - 624500	\$0	\$26	\$0	\$0	\$0	\$0
CONTRACTED SERVICES	10150062 - 628800	\$10,469	\$17,135	\$22,950	\$22,800	\$22,800	\$22,800
		\$14,982	\$23,399	\$29,300	\$29,520	\$29,520	\$29,520
FOOD	10150063 - 633500	\$540	\$987	\$800	\$800	\$800	\$800
		\$540	\$987	\$800	\$800	\$800	\$800
DUES & MEMBERSHIPS	10150064 - 642000	\$57,151	\$59,630	\$59,321	\$72,841	\$72,841	\$72,841
CONTRIBUTIONS	10150064 - 643000	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
		\$57,151	\$60,630	\$60,321	\$73,841	\$73,841	\$73,841
PROPERTY TAX REIMBURSEMENT	10150068 - 681000	\$32,014	\$31,138	\$35,000	\$45,000	\$45,000	\$45,000
		\$32,014	\$31,138	\$35,000	\$45,000	\$45,000	\$45,000
TRANSFER OUT	10150088 - 900001	\$12,986	\$3,862	\$0	\$0	\$0	\$0
		\$12,986	\$3,862	\$0	\$0	\$0	\$0
TOTAL CITY COUNCIL		\$139,788	\$141,016	\$147,321	\$171,061	\$171,061	\$171,061

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CITY COUNCIL							
SALARY	10150061 - 611500	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000	\$21,000
TEMPORARY HELP	10150061 - 612000	\$1,115	\$0	\$900	\$900	\$900	\$900
		\$22,115	\$21,000	\$21,900	\$21,900	\$21,900	\$21,900
PRINTING & BINDING	10150062 - 620500	\$1,399	\$2,059	\$2,750	\$2,550	\$2,550	\$2,550
ADVERTISING	10150062 - 621000	\$495	\$1,307	\$720	\$1,050	\$1,050	\$1,050
TELEPHONE	10150062 - 622000	\$2,619	\$2,872	\$2,880	\$3,120	\$3,120	\$3,120
SUBSCRIPTIONS	10150062 - 624500	\$0	\$26	\$0	\$0	\$0	\$0
CONTRACTED SERVICES	10150062 - 628800	\$10,469	\$17,135	\$22,950	\$22,800	\$22,800	\$22,800
		\$14,982	\$23,399	\$29,300	\$29,520	\$29,520	\$29,520
FOOD	10150063 - 633500	\$540	\$987	\$800	\$800	\$800	\$800
		\$540	\$987	\$800	\$800	\$800	\$800
DUES & MEMBERSHIPS	10150064 - 642000	\$57,151	\$59,630	\$59,321	\$72,841	\$72,841	\$72,841
CONTRIBUTIONS	10150064 - 643000	\$0	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
		\$57,151	\$60,630	\$60,321	\$73,841	\$73,841	\$73,841
PROPERTY TAX REIMBURSEMENT	10150068 - 681000	\$32,014	\$31,138	\$35,000	\$45,000	\$45,000	\$45,000
		\$32,014	\$31,138	\$35,000	\$45,000	\$45,000	\$45,000
TRANSFER OUT	10150088 - 900001	\$12,986	\$3,862	\$0	\$0	\$0	\$0
		\$12,986	\$3,862	\$0	\$0	\$0	\$0
TOTAL CITY COUNCIL		\$139,788	\$141,016	\$147,321	\$171,061	\$171,061	\$171,061

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</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 Budget at 550.00 = 550 1.00 Annual Report at 2,000.00 = 2,000	\$2,550	\$2,550
ADVERTISING	10150062 - 621000 7.00 Advertising special meetings at 150.00 = 1,050	\$1,050	\$1,050
TELEPHONE	10150062 - 622000 12.00 Council iPads Monthly Internet Charges at 210.00 = 2,520 1.00 Ipad replacement at 600.00 = 600	\$3,120	\$3,120
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 450.00 = 450 1.00 Meeting expenses at 2,500.00 = 2,500 1.00 Other boards at 3,000.00 = 3,000 1.00 Special projects, studies & consultants at 15,000.00 = 15,000	\$22,800	\$22,800
FOOD	10150063 - 633500 1.00 Budget and other Workshops -Food at 800.00 = 800	\$800	\$800
DUES & MEMBERSHIPS	10150064 - 642000 1.00 Greater Portland Council of Governments at 40,003.00 = 40,003 1.00 Maine Municipal Association at 29,752.00 = 29,752 1.00 Maine Service Centers Coalition at 3,086.00 = 3,086	\$72,841	\$72,841
CONTRIBUTIONS	10150064 - 643000 1.00 Historical Society at 1,000.00 = 1,000	\$1,000	\$1,000
PROPERTY TAX REIMBURSEMENT	10150068 - 681000	\$45,000	\$45,000
TOTAL CITY COUNCIL		\$171,061	\$171,061

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
EXECUTIVE DEPARTMENT							
HOURLY	10151061 - 611000	\$53,814	\$54,083	\$54,541	\$55,711	\$55,711	\$55,711
SALARY	10151061 - 611500	\$140,036	\$60,360	\$159,044	\$186,922	\$186,922	\$194,922
TEMPORARY HELP	10151061 - 612000	\$2,123	\$0	\$1,000	\$5,000	\$1,000	\$1,000
OVERTIME	10151061 - 612500	\$0	\$1,349	\$0	\$0	\$0	\$0
		\$195,973	\$115,791	\$214,585	\$247,633	\$243,633	\$251,633
PRINTING & BINDING	10151062 - 620500	\$505	\$779	\$1,575	\$1,575	\$1,575	\$1,575
TELEPHONE	10151062 - 622000	\$1,221	\$881	\$2,100	\$1,440	\$1,440	\$1,440
TRAVEL	10151062 - 623000	\$0	\$0	\$0	\$0	\$0	\$4,750
SUBSCRIPTIONS	10151062 - 624500	\$189	\$189	\$380	\$530	\$530	\$530
EQUIPMENT MAINTENANCE	10151062 - 627000	\$473	\$352	\$500	\$420	\$420	\$420
CONTRACTED SERVICES	10151062 - 628800	\$1,872	\$81,889	\$10,000	\$10,000	\$10,000	\$10,000
		\$4,261	\$84,091	\$14,555	\$13,965	\$13,965	\$18,715
OFFICE SUPPLIES	10151063 - 630500	\$2,619	\$1,947	\$1,800	\$2,100	\$2,100	\$2,100
PRINTING SUPPLIES	10151063 - 631000	\$1,493	\$1,654	\$1,800	\$1,800	\$1,800	\$1,800
FOOD	10151063 - 633500	\$370	\$613	\$400	\$600	\$600	\$600
		\$4,482	\$4,214	\$4,000	\$4,500	\$4,500	\$4,500
DUES & MEMBERSHIPS	10151064 - 642000	\$2,380	\$1,524	\$2,483	\$2,930	\$2,930	\$2,930
		\$2,380	\$1,524	\$2,483	\$2,930	\$2,930	\$2,930
TRANSFER OUT	10151088 - 900001	\$2,840	\$2,888	\$2,888	\$2,888	\$2,888	\$2,888
		\$2,840	\$2,888	\$2,888	\$2,888	\$2,888	\$2,888
TOTAL EXECUTIVE DEPARTMENT		\$209,935	\$208,508	\$238,511	\$271,916	\$267,916	\$280,666

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
EXECUTIVE DEPARTMENT				
HOURLY	10151061 - 611000	1 EXECUTIVE ASSISTANT CITYMGR	\$55,711	\$55,711
SALARY	10151061 - 611500	1 CITY MANAGER 1 ASSISTANT CITY MANAGER	\$186,922	\$194,922
TEMPORARY HELP	10151061 - 612000		\$1,000	\$1,000
PRINTING & BINDING	10151062 - 620500	1.00 Budget printing at 400.00 = 400 1.00 CIP printing at 400.00 = 400 1.00 Envelopes and misc. printing at 400.00 = 400 1.00 Homeowners Guide at 375.00 = 375	\$1,575	\$1,575
TELEPHONE	10151062 - 622000	12.00 Cell phones at 95.00 = 1,140 12.00 Long distance/Local Charges at 25.00 = 300	\$1,440	\$1,440
TRAVEL	10151062 - 623000		\$0	\$4,750
SUBSCRIPTIONS	10151062 - 624500	2.00 MMA officials directory at 40.00 = 80 1.00 PPH Weekly paper at 450.00 = 450	\$530	\$530
EQUIPMENT MAINTENANCE	10151062 - 627000	12.00 Photocopier maintenance at 35.00 = 420	\$420	\$420
CONTRACTED SERVICES	10151062 - 628800	1.00 Outside assistance for special projects and activities at 10,000.00 = 10,000	\$10,000	\$10,000
OFFICE SUPPLIES	10151063 - 630500	1.00 Office supplies for City Council and City Manager's office at 2,100.00 = 2,100	\$2,100	\$2,100
PRINTING SUPPLIES	10151063 - 631000	1.00 Printing supplies - paper, photocopy paper, toner, poster supplies at 1,800.00 = 1,800	\$1,800	\$1,800
FOOD	10151063 - 633500		\$600	\$600

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>						MANAGER'S BUDGET 2018/2019	ADOPTED BUDGET 2018/2019
DUES & MEMBERSHIPS	10151064 - 642000	1.00	Chamber of Commerce	at	310.00	=	310	\$2,930	\$2,930
		1.00	ICMA - City Manager and Assistant City Manager	at	1,800.00	=	1,800		
		1.00	ME Town & City Managers Assoc.	at	320.00	=	320		
		1.00	Waterfront Alliance	at	500.00	=	500		
TRANSFER OUT	10151088 - 900001	4.00	Avaya Replacement 4 Phones @ \$6.00 x 12 months	at	72.00	=	288	\$2,888	\$2,888
		1.00	Photocopier - Equipment Reserve	at	2,600.00	=	2,600		
TOTAL EXECUTIVE DEPARTMENT								\$267,916	\$280,666

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CITY CLERK							
HOURLY	10152061 - 611000	\$120,415	\$113,667	\$116,535	\$123,323	\$123,323	\$123,323
SALARY	10152061 - 611500	\$76,358	\$69,737	\$72,421	\$75,346	\$75,346	\$75,346
TEMPORARY HELP	10152061 - 612000	\$13,096	\$23,213	\$18,840	\$16,140	\$16,140	\$16,140
OVERTIME	10152061 - 612500	\$4,302	\$4,891	\$4,500	\$4,500	\$4,500	\$4,500
		\$214,171	\$211,507	\$212,296	\$219,309	\$219,309	\$219,309
PRINTING & BINDING	10152062 - 620500	\$4,110	\$2,096	\$5,125	\$14,300	\$14,300	\$14,300
ADVERTISING	10152062 - 621000	\$2,295	\$1,404	\$2,300	\$2,300	\$2,300	\$2,300
TELEPHONE	10152062 - 622000	\$1,318	\$924	\$996	\$996	\$996	\$996
EQUIPMENT RENTAL	10152062 - 626000	\$2,012	\$2,553	\$2,257	\$2,257	\$2,257	\$2,257
EQUIPMENT MAINTENANCE	10152062 - 627000	\$278	\$302	\$1,000	\$1,000	\$1,000	\$1,000
CONTRACTED SERVICES	10152062 - 628800	\$1,796	\$5,959	\$6,170	\$8,770	\$8,770	\$8,770
TRAINING	10152062 - 629000	\$25	\$0	\$0	\$0	\$0	\$0
		\$11,834	\$13,238	\$17,848	\$29,623	\$29,623	\$29,623
OFFICE SUPPLIES	10152063 - 630500	\$4,365	\$1,607	\$2,500	\$2,500	\$2,500	\$2,500
PRINTING SUPPLIES	10152063 - 631000	\$497	\$220	\$0	\$500	\$500	\$500
		\$4,862	\$1,827	\$2,500	\$3,000	\$3,000	\$3,000
RENT	10152064 - 641000	\$1,400	\$700	\$1,500	\$750	\$750	\$750
DUES & MEMBERSHIPS	10152064 - 642000	\$140	\$190	\$685	\$885	\$885	\$885
		\$1,540	\$890	\$2,185	\$1,635	\$1,635	\$1,635
TRANSFER OUT	10152088 - 900001	\$900	\$960	\$960	\$960	\$960	\$960
		\$900	\$960	\$960	\$960	\$960	\$960
TOTAL CITY CLERK		\$233,307	\$228,422	\$235,789	\$254,527	\$254,527	\$254,527

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CITY CLERK								
HOURLY	10152061 - 611000	1 LICENSING ADMINISTRATOR 2 ASSISTANT CITY CLERK I 1 ASSISTANT CITY CLERK II					\$123,323	\$123,323
SALARY	10152061 - 611500	1 CITY CLERK					\$75,346	\$75,346
TEMPORARY HELP	10152061 - 612000	10.00 Deputy Registrars - 1 Election (Nov 19)	at	143.00	=	1,430	\$16,140	\$16,140
		70.00 Election Workers (1 Election - Nov 19) Election Workers for Absentee Ballots - 2 weeks prior to Election Day at City Hall (2)	at	143.00	=	10,010		
		2.00 Part time assistant clerks for full time coverage for Nov Election (starting 10/10)	at	1,000.00	=	2,000		
		10.00 Wardens/Ward Clerks - 1 Election (Nov 19)	at	270.00	=	2,700		
OVERTIME	10152061 - 612500	1.00 Asst Clerk - vacation and election coverage	at	2,250.00	=	2,250	\$4,500	\$4,500
		1.00 Licensing Administrator - vacation and election	at	1,750.00	=	1,750		
		1.00 Sick time coverage	at	500.00	=	500		
PRINTING & BINDING	10152062 - 620500	1.00 Ricoh - Copier costs	at	400.00	=	400	\$14,300	\$14,300
		2,500.00 Voter Registration Cards - Green & White	at	0.14	=	350		
		1.00 Envelopes & pressure sealed forms	at	300.00	=	300		
		50,000.00 ES&S - Ballots for municipal elections (Election & Absentee) for Nov 18 and Jun 19	at	0.25	=	12,500		
		1.00 Shipping for ballots and miscellaneous print needs	at	750.00	=	750		
ADVERTISING	10152062 - 621000	1.00 Budget Hearing Ad	at	300.00	=	300	\$2,300	\$2,300
		1.00 Mun. Ballot(1) & Notice to Voters(1)	at	2,000.00	=	2,000		
TELEPHONE	10152062 - 622000	12.00 Cell Phone	at	32.00	=	384	\$996	\$996
		12.00 One Communications	at	40.00	=	480		
		12.00 Trinet System	at	11.00	=	132		
EQUIPMENT RENTAL	10152062 - 626000	2.00 Enclosed Van Rental for (2) Elections	at	245.00	=	490	\$2,257	\$2,257
		3.00 SOS - Rental of additional 3 voting machines to handle voter turnout more efficiently	at	589.00	=	1,767		
EQUIPMENT MAINTENANCE	10152062 - 627000	12.00 Copier Maintenance	at	50.00	=	600	\$1,000	\$1,000
		1.00 Repairs to Office Equipment	at	400.00	=	400		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
CONTRACTED SERVICES	10152062 - 628800	10.00	Background checks for business licenses	at	21.00	=	210	\$8,770	\$8,770
		1.00	Business License module for MUNIS - annual fee	at	1,080.00	=	1,080		
		2.00	ES&S - Programming and set up of DS200 voting machines for 2 municipal elections (Nov 18 & June 19)	at	3,000.00	=	6,000		
		4.00	ES&S - Programming of 4 AVS voting machines for Nov 2018 election	at	370.00	=	1,480		
OFFICE SUPPLIES	10152063 - 630500	1.00	Paper, Ink/Toner and General Office supplies	at	2,500.00	=	2,500	\$2,500	\$2,500
PRINTING SUPPLIES	10152063 - 631000	1.00	Paper and ink cartridges	at	500.00	=	500	\$500	\$500
RENT	10152064 - 641000	1.00	American Legion Hall rental for Nov 2018 Election	at	350.00	=	350	\$750	\$750
		1.00	Boys & Girls Club rental for Nov 2018 Election	at	400.00	=	400		
DUES & MEMBERSHIPS	10152064 - 642000	1.00	MailChimp - E-Newsletter Service	at	360.00	=	360	\$885	\$885
		4.00	CCMCA Membership & Dues	at	100.00	=	400		
		4.00	MTCCA Membership	at	25.00	=	100		
		1.00	NEACTC Membership	at	25.00	=	25		
TRANSFER OUT	10152088 - 900001	5.00	Avaya Replacement 5 Phones @ \$6.00 x 12 months	at	72.00	=	360	\$960	\$960
		1.00	Copier Reserve	at	600.00	=	600		
TOTAL CITY CLERK								\$254,527	\$254,527

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CORPORATION COUNSEL							
HOURLY	10153061 - 611000	\$47,017	\$31,625	\$39,473	\$41,910	\$41,910	\$41,910
OVERTIME	10153061 - 612500	\$60	\$0	\$0	\$0	\$0	\$0
		\$47,077	\$31,625	\$39,473	\$41,910	\$41,910	\$41,910
TELEPHONE	10153062 - 622000	\$284	\$305	\$643	\$643	\$643	\$643
SUBSCRIPTIONS	10153062 - 624500	\$48	\$0	\$0	\$0	\$0	\$0
EQUIPMENT MAINTENANCE	10153062 - 627000	\$473	\$568	\$900	\$900	\$900	\$900
CONTRACTED SERVICES	10153062 - 628800	\$0	\$50	\$1,500	\$1,500	\$1,500	\$1,500
CONTRACTED SERVICES - LEGAL	10153062 - 628801	\$207,055	\$140,449	\$150,000	\$150,000	\$150,000	\$150,000
RECORDING FEES	10153062 - 629400	\$192	\$139	\$300	\$300	\$300	\$300
		\$208,052	\$141,510	\$153,343	\$153,343	\$153,343	\$153,343
OFFICE SUPPLIES	10153063 - 630500	\$425	\$793	\$500	\$500	\$500	\$500
PRINTING SUPPLIES	10153063 - 631000	\$108	\$91	\$500	\$500	\$500	\$500
		\$533	\$885	\$1,000	\$1,000	\$1,000	\$1,000
TRANSFER OUT	10153088 - 900001	\$1,620	\$1,632	\$1,632	\$1,632	\$1,632	\$1,632
		\$1,620	\$1,632	\$1,632	\$1,632	\$1,632	\$1,632
TOTAL CORPORATION COUNSEL		\$257,282	\$175,652	\$195,448	\$197,885	\$197,885	\$197,885

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CORPORATION COUNSEL			
HOURLY	10153061 - 611000 1 MANAGERS OFFICE ASSISTANT	\$41,910	\$41,910
TELEPHONE	10153062 - 622000 12.00 Conversant/Avaya & fax lines at 50.25 = 603 1.00 Long distance at 40.00 = 40	\$643	\$643
EQUIPMENT MAINTENANCE	10153062 - 627000 1.00 Charge for monthly photocopies at 900.00 = 900	\$900	\$900
CONTRACTED SERVICES	10153062 - 628800 1.00 Westlaw Access, petty cash at 1,500.00 = 1,500	\$1,500	\$1,500
CONTRACTED SERVICES - LEGAL	10153062 - 628801 1.00 Outside legal counsel, expert at 150,000.00 = 150,000	\$150,000	\$150,000
RECORDING FEES	10153062 - 629400 1.00 Fees for filing/recording documents at 300.00 = 300	\$300	\$300
OFFICE SUPPLIES	10153063 - 630500 1.00 Miscellaneous office supplies at 500.00 = 500	\$500	\$500
PRINTING SUPPLIES	10153063 - 631000 1.00 Paper supplies, letterhead at 500.00 = 500	\$500	\$500
TRANSFER OUT	10153088 - 900001 1.00 Avaya Replacement 1 Phones @ \$6 x 12 months at 72.00 = 72 1.00 Photocopier - Equipment Reserve at 1,560.00 = 1,560	\$1,632	\$1,632
TOTAL CORPORATION COUNSEL		\$197,885	\$197,885

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
FINANCE DEPARTMENT							
HOURLY	10154061 - 611000	\$502,848	\$508,502	\$522,400	\$515,435	\$515,435	\$511,905
SALARY	10154061 - 611500	\$297,019	\$323,102	\$330,748	\$337,364	\$327,990	\$326,705
TEMPORARY HELP	10154061 - 612000	\$6,627	\$4,146	\$6,143	\$6,143	\$6,143	\$6,143
OVERTIME	10154061 - 612500	\$2,342	\$2,296	\$2,500	\$2,500	\$2,500	\$2,500
		\$808,835	\$838,046	\$861,791	\$861,442	\$852,068	\$847,253
PRINTING & BINDING	10154062 - 620500	\$16,290	\$15,039	\$18,125	\$17,300	\$17,300	\$17,300
ADVERTISING	10154062 - 621000	\$4,500	\$2,092	\$3,375	\$3,375	\$3,375	\$3,375
TELEPHONE	10154062 - 622000	\$2,869	\$2,749	\$3,120	\$3,156	\$3,156	\$3,156
SUBSCRIPTIONS	10154062 - 624500	\$372	\$317	\$450	\$455	\$455	\$455
MOTOR VEHICLE MAINT	10154062 - 626500	\$8	\$0	\$50	\$50	\$50	\$50
EQUIPMENT MAINTENANCE	10154062 - 627000	\$95,466	\$103,007	\$107,896	\$114,679	\$114,679	\$114,679
CONTRACTED SERVICES	10154062 - 628800	\$48,870	\$46,766	\$48,000	\$48,000	\$48,000	\$48,000
TRAINING	10154062 - 629000	\$0	\$28	\$0	\$0	\$0	\$0
RECORDING FEES	10154062 - 629400	\$7,462	\$7,648	\$7,900	\$7,900	\$7,900	\$7,900
		\$175,836	\$177,646	\$188,916	\$194,915	\$194,915	\$194,915
OFFICE SUPPLIES	10154063 - 630500	\$4,632	\$5,218	\$4,500	\$4,900	\$4,900	\$4,900
VEHICLE WASH	10154063 - 632501	\$0	\$0	\$0	\$104	\$104	\$104
BOOKS	10154063 - 638200	\$0	\$159	\$120	\$120	\$120	\$120
VEHICLE SUPPLIES	10154063 - 638600	\$0	\$2	\$25	\$25	\$25	\$25
		\$4,632	\$5,379	\$4,645	\$5,149	\$5,149	\$5,149
DUES & MEMBERSHIPS	10154064 - 642000	\$1,733	\$1,443	\$1,853	\$1,860	\$1,860	\$1,860
		\$1,733	\$1,443	\$1,853	\$1,860	\$1,860	\$1,860
MOTOR VEHICLES	10154065 - 651000	\$0	\$0	\$1,800	\$3,960	\$3,960	\$3,960
		\$0	\$0	\$1,800	\$3,960	\$3,960	\$3,960
TRANSFER OUT	10154088 - 900001	\$2,520	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724
		\$2,520	\$2,724	\$2,724	\$2,724	\$2,724	\$2,724
TOTAL FINANCE DEPARTMENT		\$993,556	\$1,025,238	\$1,061,729	\$1,070,050	\$1,060,676	\$1,055,861

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
FINANCE DEPARTMENT			
HOURLY	10154061 - 611000		
	2		
	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 SPECIALIST		
	1 PAYROLL CLERK		
SALARY	10154061 - 611500		
	1 FINANCE DIRECTOR		
	1 ASSESSOR		
	1 FINANCE OFFICE ADMINISTRATOR		
	1 DEPUTY FINANCE DIRECTOR		
TEMPORARY HELP	10154061 - 612000		
	104.00 Passport Processing Hours	at 17.00 = 1,768	\$6,143
	350.00 Temporary help to cover vacations	at 12.50 = 4,375	\$6,143
OVERTIME	10154061 - 612500		
PRINTING & BINDING	10154062 - 620500		
	1.00 Accounts Payable Checks	at 900.00 = 900	\$17,300
	1.00 Copy paper	at 900.00 = 900	\$17,300
	1.00 Direct Deposit Forms	at 400.00 = 400	
	1.00 Envelopes for Assessing, Treas	at 500.00 = 500	
	1.00 Homeowners Guides	at 250.00 = 250	
	1.00 Invoices	at 400.00 = 400	
	1.00 Maps & Mylars	at 800.00 = 800	
	1.00 Payroll Checks	at 350.00 = 350	
	1.00 Personal Property Forms	at 1,100.00 = 1,100	
	4.00 Tax bill processing for 4 quar	at 2,400.00 = 9,600	
	1.00 Toner Cartridges for Printers	at 1,300.00 = 1,300	
	1.00 W2, 1099 & 1095C Forms (New ACA 1095C Forms this year)	at 800.00 = 800	

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
ADVERTISING	10154062 - 621000	25.00 Bid Ads	at	135.00	=	3,375	\$3,375	\$3,375
TELEPHONE	10154062 - 622000	12.00 Cellphone Stipends for Director, Deputy, Assessor and Assessing office	at	173.00	=	2,076	\$3,156	\$3,156
		12.00 Line Charges	at	90.00	=	1,080		
SUBSCRIPTIONS	10154062 - 624500	1.00 Excise Reference Publications	at	125.00	=	125	\$455	\$455
		0.50 Marshall & Swift	at	660.00	=	330		
MOTOR VEHICLE MAINT	10154062 - 626500	1.00 Maintenance of Assessors Pool Car	at	50.00	=	50	\$50	\$50
EQUIPMENT MAINTENANCE	10154062 - 627000	1.00 MUNIS -Citizen Online	at	2,653.00	=	2,653	\$114,679	\$114,679
		1.00 Copier Maintenance (cost per copy)	at	500.00	=	500		
		1.00 Folding Machine Maintenance	at	1,208.00	=	1,208		
		1.00 Gui Client Server Support (MUNIS user interface)	at	2,700.00	=	2,700		
		1.00 MUNIS Software Maintenance *Estimate*	at	90,443.00	=	90,443		
		1.00 Trio Automobile Registration Software	at	8,190.00	=	8,190		
		1.00 Vision Software Maintenance	at	5,295.00	=	5,295		
		1.00 Vision Web Support	at	3,690.00	=	3,690		
CONTRACTED SERVICES	10154062 - 628800	1.00 Annual Audit	at	36,000.00	=	36,000	\$48,000	\$48,000
		1.00 APPRASIAL CONSULTATIONS	at	4,000.00	=	4,000		
		1.00 Past Due Personal Property Collector	at	6,000.00	=	6,000		
		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	7,900.00	=	7,900	\$7,900	\$7,900
OFFICE SUPPLIES	10154063 - 630500	1.00 Office supplies & small office machines such as calculators etc.	at	4,900.00	=	4,900	\$4,900	\$4,900
VEHICLE WASH	10154063 - 632501	26.00	at	4.00	=	104	\$104	\$104
BOOKS	10154063 - 638200	1.00 Misc Finance & Assessing Reference Books	at	120.00	=	120	\$120	\$120
VEHICLE SUPPLIES	10154063 - 638600	1.00 Misc Vehicle Supplies	at	25.00	=	25	\$25	\$25

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
DUES & MEMBERSHIPS	10154064 - 642000	1.00	GFOA Certificate of Achievem	at	580.00	=	580	\$1,860	\$1,860
		1.00	GFOA Dues	at	225.00	=	225		
		0.50	IAAO Membership	at	180.00	=	90		
		4.00	Maine Chapter IAAO	at	30.00	=	120		
		2.00	ME and NE GFOA Dues	at	40.00	=	80		
		3.00	ME Assoc of Assessing	at	30.00	=	90		
		1.00	ME Licenses	at	375.00	=	375		
		2.00	MMTCTA Dues	at	25.00	=	50		
		1.00	MSCPA	at	250.00	=	250		
MOTOR VEHICLES	10154065 - 651000	12.00	Lease for Assessor's Office Electric Vehicle (12 Months payments)	at	330.00	=	3,960	\$3,960	\$3,960
OTHER EQUIPMENT	10154065 - 656000							\$0	
TRANSFER OUT	10154088 - 900001	17.00	Avaya Replacement 17 Phones @ \$6.00 x 12 months	at	72.00	=	1,224	\$2,724	\$2,724
		1.00	Photocopier - Equipment Reserve	at	1,500.00	=	1,500		
TOTAL FINANCE DEPARTMENT								\$1,060,676	\$1,055,861

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
INFORMATION TECHNOLOGY							
HOURLY	10155061 - 611000	\$155,567	\$162,102	\$169,165	\$216,393	\$172,549	\$172,549
SALARY	10155061 - 611500	\$94,681	\$98,434	\$99,838	\$101,655	\$101,655	\$96,898
OVERTIME	10155061 - 612500	\$9,409	\$6,811	\$8,000	\$8,000	\$8,000	\$8,000
		\$259,656	\$267,347	\$277,003	\$326,048	\$282,204	\$277,447
TELEPHONE	10155062 - 622000	\$24,316	\$11,201	\$12,820	\$9,880	\$9,880	\$9,880
SUBSCRIPTIONS	10155062 - 624500	\$1,202	\$0	\$0	\$0	\$0	\$0
EQUIPMENT RENTAL	10155062 - 626000	\$18	\$0	\$0	\$0	\$0	\$0
EQUIPMENT MAINTENANCE	10155062 - 627000	\$63,355	\$69,020	\$80,650	\$82,000	\$77,900	\$77,900
CONTRACTED SERVICES	10155062 - 628800	\$12,389	\$10,150	\$15,710	\$15,710	\$15,710	\$15,710
		\$101,280	\$90,371	\$109,180	\$107,590	\$103,490	\$103,490
OFFICE SUPPLIES	10155063 - 630500	\$3,251	\$2,657	\$3,128	\$3,128	\$3,128	\$3,128
BOOKS	10155063 - 638200	\$22	\$160	\$150	\$150	\$150	\$150
		\$3,272	\$2,817	\$3,278	\$3,278	\$3,278	\$3,278
TRANSFER OUT	10155088 - 900001	\$35,240	\$35,288	\$35,288	\$35,288	\$35,288	\$35,288
		\$35,240	\$35,288	\$35,288	\$35,288	\$35,288	\$35,288
TOTAL INFORMATION TECHNOLOGY		\$399,448	\$395,823	\$424,749	\$472,204	\$424,260	\$419,503

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
INFORMATION TECHNOLOGY			
HOURLY	10155061 - 611000 1 DATA MANAGER 2 IS HELP DESK TECH II	\$172,549	\$172,549
SALARY	10155061 - 611500 1 IS DIRECTOR	\$101,655	\$96,898
OVERTIME	10155061 - 612500 1.00 Overtime	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	345.00 = 4,140 450.00 = 5,400 25.00 = 300 40.00 = 40	\$9,880

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
EQUIPMENT MAINTENANCE	10155062 - 627000	1.00 Annual maintenance on laser printers hp8100dn;hp8000dn;hp4050n;hp8550n	at	850.00	=	850	\$77,900	\$77,900
		1.00 Annual Mimecast Email Archiving, eDiscovery, and Email protection	at	16,500.00	=	16,500		
		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 Community Hot Spot	at	1,000.00	=	1,000		
		1.00 Desktop Management Annual Renewal	at	2,500.00	=	2,500		
		1.00 Fortiguard UTM (Firewall, AV, Webfilter) Annual Maintenance	at	4,950.00	=	4,950		
		1.00 Global Vault Services VMBackup	at	3,500.00	=	3,500		
		1.00 GoDaddy SSL Certificate Annual Renewal	at	300.00	=	300		
		1.00 NorthCoast eWaste pickup	at	100.00	=	100		
		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 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	1,025.00	=	1,025		
		1.00 UPS Batteries	at	250.00	=	250		
		1.00 Vmware licensing	at	3,000.00	=	3,000		
		1.00 Whats up Gold Software renewal	at	4,125.00	=	4,125		
CONTRACTED SERVICES	10155062 - 628800	12.00 Web GIS Hosting Fee	at	250.00	=	3,000	\$15,710	\$15,710
		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	7,500.00	=	7,500		
		1.00 IT Consulting Services	at	1,500.00	=	1,500		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
OFFICE SUPPLIES	10155063 - 630500	2.00 HP 4000 series micro toner	at	110.00	=	220	\$3,128	\$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	\$150
TRANSFER OUT	10155088 - 900001	4.00 Avaya Replacement 4 Phones @ \$6 x 12 months	at	72.00	=	288	\$35,288	\$35,288
		1.00 IT reserves	at	35,000.00	=	35,000		
TOTAL INFORMATION TECHNOLOGY							\$424,260	\$419,503

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PLANNING DEPARTMENT							
HOURLY	10156061 - 611000	\$34,720	\$35,266	\$35,834	\$45,689	\$45,689	\$45,689
SALARY	10156061 - 611500	\$147,520	\$149,853	\$167,062	\$202,616	\$202,616	\$202,616
TEMPORARY HELP	10156061 - 612000	\$3,358	\$4,229	\$4,125	\$4,350	\$4,350	\$4,350
OVERTIME	10156061 - 612500	\$0	\$155	\$0	\$0	\$0	\$0
		\$185,598	\$189,503	\$207,021	\$252,655	\$252,655	\$252,655
PRINTING & BINDING	10156062 - 620500	\$1,259	\$267	\$1,200	\$1,200	\$1,200	\$1,200
ADVERTISING	10156062 - 621000	\$1,130	\$5,773	\$2,000	\$3,500	\$3,500	\$3,500
TELEPHONE	10156062 - 622000	\$1,355	\$1,645	\$1,692	\$1,872	\$1,872	\$1,872
WATER & SEWER	10156062 - 622400	\$617	\$496	\$720	\$492	\$492	\$492
ELECTRIC	10156062 - 622500	\$3,792	\$3,662	\$4,188	\$3,960	\$3,360	\$3,360
SUBSCRIPTIONS	10156062 - 624500	\$950	\$600	\$976	\$876	\$876	\$876
EQUIPMENT MAINTENANCE	10156062 - 627000	\$951	\$2,131	\$1,100	\$3,380	\$3,380	\$3,380
BUILDING MAINTENANCE	10156062 - 627500	\$10,790	\$11,740	\$11,000	\$17,140	\$4,140	\$4,140
CONTRACTED SERVICES	10156062 - 628800	\$1,247	\$1,871	\$1,500	\$2,000	\$2,000	\$2,000
CONTRACT	10156062 - 628802	\$8,274	\$7,459	\$11,500	\$12,000	\$12,000	\$12,000
		\$30,364	\$35,645	\$35,876	\$46,420	\$32,820	\$32,820
OFFICE SUPPLIES	10156063 - 630500	\$1,723	\$1,446	\$1,800	\$1,800	\$1,800	\$1,800
PRINTING SUPPLIES	10156063 - 631000	\$2,744	\$1,289	\$2,000	\$2,000	\$2,000	\$2,000
HEATING FUEL	10156063 - 631500	\$5,967	\$7,705	\$7,360	\$10,000	\$8,000	\$8,000
BOOKS	10156063 - 638200	\$0	\$0	\$150	\$150	\$150	\$150
		\$10,434	\$10,440	\$11,310	\$13,950	\$11,950	\$11,950
DUES & MEMBERSHIPS	10156064 - 642000	\$1,228	\$1,379	\$1,250	\$1,694	\$1,694	\$1,694
		\$1,228	\$1,379	\$1,250	\$1,694	\$1,694	\$1,694
TRANSFER OUT	10156088 - 900001	\$300	\$360	\$360	\$1,160	\$1,160	\$1,160
		\$300	\$360	\$360	\$1,160	\$1,160	\$1,160
TOTAL PLANNING DEPARTMENT		\$227,924	\$237,327	\$255,817	\$315,879	\$300,279	\$300,279

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
PLANNING DEPARTMENT				
HOURLY	10156061 - 611000	1 PLANNING ADMIN.ASSISTANT	\$45,689	\$45,689
SALARY	10156061 - 611500	1 DIRECTOR OF PLANNING AND DEV 2 PLANNER	\$202,616	\$202,616
TEMPORARY HELP	10156061 - 612000	150.00 Summer intern at 9.00 = 1,350 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	\$4,350	\$4,350
PRINTING & BINDING	10156062 - 620500	1.00 Stationery, maps, graphics, reports, and large copying jobs, such as master plans. at 1,200.00 = 1,200	\$1,200	\$1,200
ADVERTISING	10156062 - 621000	1.00 Legal and public notice advertisements, such as for City-initiated zone changes. at 3,500.00 = 3,500	\$3,500	\$3,500
TELEPHONE	10156062 - 622000	12.00 Cellphone stipends: Planning Director = \$50; Community Planners = \$15 each. at 80.00 = 960 12.00 Phone and Fax Line Charges and T-1 Internet Charges at 76.00 = 912	\$1,872	\$1,872
WATER & SEWER	10156062 - 622400	1.00 The Community Gardens are billed based on usage data pulled from a sub-meter. at -300.00 = -300 12.00 Water usage in the Planning & Development building. at 66.00 = 792	\$492	\$492
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. -- Power Purchase ends in March of 2019. at 250.00 = 3,000 12.00 Trailer usage at 30.00 = 360	\$3,360	\$3,360
SUBSCRIPTIONS	10156062 - 624500	7.00 Maine Townsman for the Planning Board members. at 8.00 = 56 1.00 Planners Advisory Service at 695.00 = 695 1.00 Journal of APA at 50.00 = 50 1.00 MaineBiz at 45.00 = 45 1.00 Metropolis magazine at 30.00 = 30	\$876	\$876

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>		<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>		
EQUIPMENT MAINTENANCE	10156062 - 627000	12.00	Konica Copier Service Contract	at	180.00 = 2,160	\$3,380	\$3,380
		1.00	Repairs, supplies, upgrades for computer, printing and graphics equipment (e.g., plotter).	at	500.00 = 500		
		12.00	Ricoh Copier Service Contract	at	60.00 = 720		
BUILDING MAINTENANCE	10156062 - 627500	1.00	Boiler and heating system service	at	2,500.00 = 2,500	\$4,140	\$4,140
		12.00	Pest control	at	70.00 = 840		
		1.00	Electrical repairs	at	300.00 = 300		
		1.00	Miscellaneous repairs plus cleaning supplies.	at	500.00 = 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	2,000.00 = 2,000	\$2,000	\$2,000
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	12,000.00 = 12,000	\$12,000	\$12,000
OFFICE SUPPLIES	10156063 - 630500	1.00	Supplies to operate Planning functions of the Department	at	1,800.00 = 1,800	\$1,800	\$1,800
PRINTING SUPPLIES	10156063 - 631000	1.00	Copier & printer paper and supplies.	at	1,520.00 = 1,520	\$2,000	\$2,000
		12.00	PrintIQ Printer Maintenance and Ink Cartridge Replacement Service for the Planning Office's HP5550n printer and the Code Enforcement Officer's HP800DN printer.	at	40.00 = 480		
HEATING FUEL	10156063 - 631500	8,000.00	Natural gas heat for Planning & Development building.	at	1.00 = 8,000	\$8,000	\$8,000
BOOKS	10156063 - 638200	1.00	Up-to-date planning books to maintain professional education.	at	150.00 = 150	\$150	\$150

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
DUES & MEMBERSHIPS	10156064 - 642000	1.00	APA admin fee for Planning Board members	at	115.00	=	115	\$1,694	\$1,694
		7.00	Planning Board Members' APA Membership	at	60.00	=	420		
		7.00	Planning Board Members' Northern New England Chapter dues that are required as part of their APA membership.	at	35.00	=	245		
		3.00	Planning Director & 2 Community Planner Maine Association of Planners Memberships	at	50.00	=	150		
		1.00	Planning Director Memberships for APA, NNECAPA, AICP, and Urban Design & Preservation Division	at	539.00	=	539		
		1.00	Urban Land Institute	at	225.00	=	225		
TRANSFER OUT	10156088 - 900001	5.00	Avaya Replacement 5 Phones @ \$6 x 12 months	at	72.00	=	360	\$1,160	\$1,160
		1.00	Equipment Reserve - Copier	at	800.00	=	800		
TOTAL PLANNING DEPARTMENT								\$300,279	\$300,279

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
SUSTAINABILITY							
HOURLY	10157061 - 611000	\$60,198	\$63,966	\$81,725	\$114,587	\$94,786	\$97,342
TEMPORARY HELP	10157061 - 612000	\$-900	\$8,400	\$1,500	\$0	\$0	\$0
		\$59,298	\$72,366	\$83,225	\$114,587	\$94,786	\$97,342
PRINTING & BINDING	10157062 - 620500	\$0	\$1,413	\$5,000	\$5,000	\$5,000	\$5,000
TELEPHONE	10157062 - 622000	\$614	\$406	\$600	\$600	\$600	\$600
EVENTS/SHOWS	10157062 - 628400	\$0	\$0	\$2,000	\$0	\$0	\$0
CONTRACTED SERVICES	10157062 - 628800	\$0	\$2,896	\$11,000	\$20,500	\$8,500	\$8,500
		\$614	\$4,715	\$18,600	\$26,100	\$14,100	\$14,100
OFFICE SUPPLIES	10157063 - 630500	\$40	\$2,821	\$250	\$250	\$250	\$250
VEHICLE WASH	10157063 - 632501	\$0	\$0	\$0	\$104	\$0	\$0
FOOD	10157063 - 633500	\$0	\$83	\$500	\$500	\$500	\$500
MISC SUPPLIES	10157063 - 639900	\$0	\$1,119	\$1,000	\$1,000	\$1,000	\$1,000
		\$40	\$4,023	\$1,750	\$1,854	\$1,750	\$1,750
DUES & MEMBERSHIPS	10157064 - 642000	\$0	\$1,750	\$1,150	\$1,300	\$1,300	\$1,300
		\$0	\$1,750	\$1,150	\$1,300	\$1,300	\$1,300
MOTOR VEHICLES	10157065 - 651000	\$0	\$0	\$0	\$5,400	\$0	\$0
		\$0	\$0	\$0	\$5,400	\$0	\$0
TRANSFER OUT	10157088 - 900001	\$60	\$72	\$72	\$144	\$144	\$144
		\$60	\$72	\$72	\$144	\$144	\$144
TOTAL SUSTAINABILITY		\$60,013	\$82,927	\$104,797	\$149,385	\$112,080	\$114,636

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
SUSTAINABILITY			
HOURLY	10157061 - 611000 1 SUSTAINABILITY COORDINATOR 1 SUSTAINABILITY PROGRAM COORDIN	\$94,786	\$97,342
TEMPORARY HELP	10157061 - 612000	\$0	
PRINTING & BINDING	10157062 - 620500 1.00 PRINTED MATERIALS FOR OUTREACH AND EDUCATION at 4,000.00 = 4,000 1.00 CLIMATE ACTION PLAN AND MISC. REPORTS at 1,000.00 = 1,000	\$5,000	\$5,000
TELEPHONE	10157062 - 622000 12.00 at 50.00 = 600	\$600	\$600
EVENTS/SHOWS	10157062 - 628400	\$0	
CONTRACTED SERVICES	10157062 - 628800 1.00 E-WASTE AT HHW EVENT at 2,500.00 = 2,500 1.00 SPECIAL PROJECTS, CONSULTANTS at 6,000.00 = 6,000	\$8,500	\$8,500
OFFICE SUPPLIES	10157063 - 630500 1.00 Office Supplies at 250.00 = 250	\$250	\$250
VEHICLE WASH	10157063 - 632501	\$0	
FOOD	10157063 - 633500 1.00 FOOD FOR EVENTS at 500.00 = 500	\$500	\$500
MISC SUPPLIES	10157063 - 639900 1.00 RECYCLING BINS at 1,000.00 = 1,000	\$1,000	\$1,000
DUES & MEMBERSHIPS	10157064 - 642000 1.00 URBAN SUSTAINABILITY DIRECTORS NETWORK at 1,300.00 = 1,300	\$1,300	\$1,300
MOTOR VEHICLES	10157065 - 651000	\$0	
TRANSFER OUT	10157088 - 900001 2.00 Avaya Replacement at 72.00 = 144 2 Phones @\$6 x 12 months	\$144	\$144
TOTAL SUSTAINABILITY		\$112,080	\$114,636

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
HUMAN RESOURCES							
HOURLY	10158061 - 611000	\$62,117	\$84,415	\$113,951	\$128,042	\$128,042	\$128,042
SALARY	10158061 - 611500	\$154,247	\$155,329	\$159,511	\$162,801	\$150,801	\$149,690
TEMPORARY HELP	10158061 - 612000	\$863	\$894	\$1,500	\$1,500	\$1,500	\$1,500
OVERTIME	10158061 - 612500	\$6	\$61	\$0	\$0	\$0	\$0
		\$217,233	\$240,699	\$274,962	\$292,343	\$280,343	\$279,232
PRINTING & BINDING	10158062 - 620500	\$265	\$641	\$630	\$675	\$675	\$675
ADVERTISING	10158062 - 621000	\$3,592	\$5,992	\$4,000	\$4,000	\$4,000	\$4,000
TELEPHONE	10158062 - 622000	\$2,449	\$1,581	\$2,376	\$2,376	\$2,376	\$2,376
TRAVEL	10158062 - 623000	\$4,199	\$3,525	\$4,400	\$4,750	\$4,750	\$0
AUTO MILEAGE	10158062 - 623500	\$8,209	\$8,232	\$8,350	\$9,000	\$9,000	\$9,000
SUBSCRIPTIONS	10158062 - 624500	\$639	\$1,102	\$1,450	\$1,450	\$1,450	\$1,450
CONTRACTED SERVICES	10158062 - 628800	\$5,781	\$3,209	\$7,500	\$7,500	\$7,500	\$7,500
CONTRACTED SERVICES - LEGAL	10158062 - 628801	\$11,693	\$16,329	\$18,000	\$20,000	\$20,000	\$20,000
TRAINING	10158062 - 629000	\$26,824	\$51,368	\$53,455	\$70,755	\$55,755	\$55,755
EDUCATIONAL REIMBURSEMENT	10158062 - 629900	\$12,192	\$13,290	\$12,000	\$12,000	\$12,000	\$12,000
		\$75,843	\$105,269	\$112,161	\$132,506	\$117,506	\$112,756
OFFICE SUPPLIES	10158063 - 630500	\$633	\$2,160	\$850	\$850	\$850	\$850
PRINTING SUPPLIES	10158063 - 631000	\$162	\$0	\$170	\$170	\$170	\$170
		\$795	\$2,160	\$1,020	\$1,020	\$1,020	\$1,020
EMPLOYEE RECOGNITION	10158064 - 641158	\$0	\$0	\$3,500	\$3,500	\$0	\$0
SAFETY	10158064 - 641159	\$0	\$0	\$0	\$2,000	\$2,000	\$2,000
DUES & MEMBERSHIPS	10158064 - 642000	\$729	\$618	\$750	\$750	\$750	\$750
		\$729	\$618	\$4,250	\$6,250	\$2,750	\$2,750
TRANSFER OUT	10158088 - 900001	\$300	\$360	\$360	\$360	\$360	\$360
		\$300	\$360	\$360	\$360	\$360	\$360
TOTAL HUMAN RESOURCES		\$294,899	\$349,107	\$392,753	\$432,479	\$401,979	\$396,118

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
HUMAN RESOURCES			
HOURLY	10158061 - 611000 1 PURCHASING AGENT PAYROLL ADM 1 HR SPECIALIST/CASEWORKER 1 SAFETY COORDINATOR	\$128,042	\$128,042
SALARY	10158061 - 611500 1 HUMAN RESOURCE DIRECTOR 1 EMP RELATIONS MANAGER	\$150,801	\$149,690
TEMPORARY HELP	10158061 - 612000 1.00 SPTV Filming of Training Sessions at 1,500.00 = 1,500	\$1,500	\$1,500
PRINTING & BINDING	10158062 - 620500 1.00 Forms, business cards, personnel policies, folders, envelopes at 675.00 = 675 Printing of Wage Rate Adjustment forms, business envelopes, personnel policies, business cards,	\$675	\$675
ADVERTISING	10158062 - 621000 1.00 JobsInME.com, MaineJobs.com, department professional organizations, national& regional postings, Craigslist, other at 4,000.00 = 4,000	\$4,000	\$4,000
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	\$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 4,750.00 = 4,750	\$4,750	\$4,750
AUTO MILEAGE	10158062 - 623500 1.00 Mileage reimbursement to staff who use personal vehicle for city business at IRS rate, currently \$0.535 per mile. at 9,000.00 = 9,000	\$9,000	\$9,000
SUBSCRIPTIONS	10158062 - 624500 1.00 HR, Labor and Employment reference materials; DOL compliance posters at 800.00 = 800 1.00 Required State and Federal Employment Postings at 650.00 = 650	\$1,450	\$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 *DISCUSS POWERDMS at 7,500.00 = 7,500	\$7,500	\$7,500
CONTRACTED SERVICES - LEGAL	10158062 - 628801 1.00 Contracted Legal Services for HR - Personnel, Employment, Labor Relations at 20,000.00 = 20,000	\$20,000	\$20,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	MANAGER'S BUDGET 2018/2019	ADOPTED BUDGET 2018/2019
TRAINING	10158062 - 629000	\$55,755	\$55,755
EDUCATIONAL REIMBURSEMENT	10158062 - 629900 1.00 Employee tuition reimbursement for degree programs and continuing education	12,000.00 = 12,000	\$12,000
OFFICE SUPPLIES	10158063 - 630500 1.00 General office supplies, copy paper	850.00 = 850	\$850
PRINTING SUPPLIES	10158063 - 631000 1.00 Ink cartridges for fax machine	170.00 = 170	\$170
EMPLOYEE RECOGNITION	10158064 - 641158	\$0	
SAFETY	10158064 - 641159 1.00 Safety Program ergonomic and safety supplies	2,000.00 = 2,000	\$2,000
DUES & MEMBERSHIPS	10158064 - 642000 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), Human Resources Assoc. of Southern Maine (HRASM)	750.00 = 750	\$750
TRANSFER OUT	10158088 - 900001 5.00 Avaya Replacement 5 Phones @ \$6. x 12 months	72.00 = 360	\$360
TOTAL HUMAN RESOURCES		\$401,979	\$396,118

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CITY BUILDING							
HOURLY	10159061 - 611000	\$33,187	\$35,769	\$50,120	\$367,184	\$374,557	\$372,057
SALARY	10159061 - 611500	\$0	\$0	\$41,739	\$76,100	\$76,100	\$73,080
TEMPORARY HELP	10159061 - 612000	\$299	\$191	\$720	\$720	\$720	\$720
OVERTIME	10159061 - 612500	\$0	\$132	\$0	\$0	\$0	\$7,000
		\$33,486	\$36,091	\$92,579	\$444,004	\$451,377	\$452,857
POSTAGE	10159062 - 621500	\$36,327	\$43,052	\$41,000	\$41,000	\$41,000	\$41,000
TELEPHONE	10159062 - 622000	\$1,198	\$1,021	\$1,835	\$1,115	\$1,115	\$1,115
WATER & SEWER	10159062 - 622400	\$1,703	\$2,371	\$2,736	\$2,736	\$2,736	\$2,736
ELECTRIC	10159062 - 622500	\$24,824	\$19,008	\$40,200	\$50,280	\$50,280	\$50,280
CLEANING	10159062 - 625000	\$2,400	\$500	\$4,400	\$3,500	\$3,500	\$3,500
EQUIPMENT MAINTENANCE	10159062 - 627000	\$5,386	\$3,435	\$4,710	\$4,710	\$4,710	\$4,710
BUILDING MAINTENANCE	10159062 - 627500	\$26,952	\$14,464	\$27,890	\$31,405	\$28,405	\$28,405
BUILDINGS-LEASED	10159062 - 627510	\$0	\$0	\$0	\$100	\$100	\$100
CONTRACTED SERVICES -ENERGY	10159062 - 628806	\$17,499	\$23,674	\$18,116	\$18,475	\$18,475	\$18,475
		\$116,288	\$107,525	\$140,887	\$153,321	\$150,321	\$150,321
HEATING FUEL	10159063 - 631500	\$7,065	\$6,449	\$7,925	\$7,545	\$7,545	\$7,545
CLEANING SUPPLIES	10159063 - 636500	\$1,276	\$1,908	\$2,200	\$2,200	\$2,200	\$2,200
MISC SUPPLIES	10159063 - 639900	\$463	\$671	\$600	\$750	\$750	\$750
		\$8,804	\$9,028	\$10,725	\$10,495	\$10,495	\$10,495
RENT	10159064 - 641000	\$4,022	\$7,239	\$6,432	\$6,432	\$6,432	\$6,432
		\$4,022	\$7,239	\$6,432	\$6,432	\$6,432	\$6,432
OFFICE EQUIPMENT	10159065 - 650500	\$799	\$0	\$450	\$450	\$450	\$450
BUILDINGS	10159065 - 658000	\$10,357	\$10,101	\$7,500	\$7,500	\$7,500	\$7,500
		\$11,156	\$10,101	\$7,950	\$7,950	\$7,950	\$7,950
TRANSFER OUT	10159088 - 900001	\$60	\$72	\$72	\$72	\$72	\$72
		\$60	\$72	\$72	\$72	\$72	\$72
TOTAL CITY BUILDING		\$173,817	\$170,056	\$258,645	\$622,274	\$626,647	\$628,127

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CITY BUILDING			
HOURLY	10159061 - 611000		
	1		
	1 POLICE CUSTODIAN		
	1 BUILDING MAINT SUPERVISOR		
	9 BUILDING MAINTENANCE CUSTODIAN		
		\$374,557	\$372,057
SALARY	10159061 - 611500		
	1 BUILDINGS/GROUNDS MANAGER		
		\$76,100	\$73,080
TEMPORARY HELP	10159061 - 612000		
	60.00 Temporary Help	at 12.00 = 720	\$720
			\$720
OVERTIME	10159061 - 612500		
		\$0	\$7,000
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 90.00 = 1,080	\$1,115
	1.00 Foreign Language Translation - Annual Renewal Fee	at 35.00 = 35	\$1,115
			\$1,115
WATER & SEWER	10159062 - 622400		
	12.00 REDBANK HUB	at 18.00 = 216	\$2,736
	12.00 Service at City Hall & City Hall Annex	at 210.00 = 2,520	\$2,736
			\$2,736
ELECTRIC	10159062 - 622500		
	12.00 Service at 41 Thomas Street (Annex)	at 250.00 = 3,000	\$50,280
	12.00 Service at City Hall	at 1,300.00 = 15,600	\$50,280
	12.00 Solar Accounts -Surcharge	at 2,500.00 = 30,000	\$50,280
	12.00 Various Other Electrical	at 140.00 = 1,680	\$50,280
			\$50,280
CLEANING	10159062 - 625000		
	1.00 Annual strip,seal,wax of basement & first floor bathrooms. Bi-monthly buffing.	at 1,000.00 = 1,000	\$3,500
	1.00 Miscellaneous Other Cleanings	at 2,500.00 = 2,500	\$3,500
			\$3,500
EQUIPMENT MAINTENANCE	10159062 - 627000		
	1.00 Fire Extinguisher Inspections	at 240.00 = 240	\$4,710
	1.00 Generator Annual Maintenance	at 1,750.00 = 1,750	\$4,710
	1.00 Maintenance on postage machine auto feeder - E570	at 300.00 = 300	\$4,710
	4.00 Postage Meter (quarterly)	at 380.00 = 1,520	\$4,710
	1.00 Postage Meter Various	at 500.00 = 500	\$4,710
	1.00 Repair of custodial equipment	at 400.00 = 400	\$4,710
			\$4,710

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
BUILDING MAINTENANCE	10159062 - 627500	1.00	Boiler Service	at	4,500.00	=	4,500	\$28,405	\$28,405
		1.00	City Hall HUB Detention Basin Annual Inspection	at	600.00	=	600		
		1.00	Electrical Maintenance City Hall	at	3,000.00	=	3,000		
		1.00	Elevator Inspection	at	300.00	=	300		
		4.00	Elevator maintenance	at	1,295.00	=	5,180		
		1.00	Fire Alarm Maintenance Contract	at	1,250.00	=	1,250		
		1.00	HVAC	at	1,000.00	=	1,000		
		1.00	Repairs & General Maintenance	at	12,000.00	=	12,000		
		1.00	Security alarm maintenance	at	575.00	=	575		
		BUILDINGS-LEASED	10159062 - 627510	2.00	Boiler Certificate at Roosevelt and Hutchins	at	50.00		
CONTRACTED SERVICES -ENERGY	10159062 - 628806	1.00	Siemens Maintenance Contract -Estimate	at	18,475.00	=	18,475	\$18,475	\$18,475
HEATING FUEL	10159063 - 631500	4,500.00	Natural Gas for City Hall	at	1.25	=	5,625	\$7,545	\$7,545
		1,200.00	Natural Gas for City Hall Annex	at	1.60	=	1,920		
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	750.00	=	750	\$750	\$750
RENT	10159064 - 641000	12.00	Record Storage / Monthly fee & Access fees	at	236.00	=	2,832	\$6,432	\$6,432
		12.00	REDBANK HUB	at	300.00	=	3,600		
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								\$626,647	\$628,127

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
POLICE DEPARTMENT							
HOURLY	10263061 - 611000	\$3,092,196	\$3,168,389	\$3,390,862	\$3,389,175	\$3,336,613	\$3,344,975
SCHOOL CROSSING GUIDES	10263061 - 611100	\$38,368	\$40,559	\$43,374	\$43,374	\$43,374	\$43,374
POLICE IN-SERVICE TRAINING	10263061 - 611300	\$27,335	\$34,762	\$33,050	\$34,050	\$34,050	\$34,050
POLICE COURT APPEARANCES	10263061 - 611400	\$26,795	\$22,997	\$43,500	\$43,500	\$43,500	\$43,500
SALARY	10263061 - 611500	\$172,620	\$175,534	\$178,555	\$182,125	\$182,125	\$182,125
OVERTIME	10263061 - 612500	\$265,148	\$287,124	\$245,481	\$252,845	\$252,845	\$252,845
		\$3,622,463	\$3,729,365	\$3,934,822	\$3,945,069	\$3,892,507	\$3,900,869
PRINTING & BINDING	10263062 - 620500	\$2,356	\$1,240	\$5,050	\$5,050	\$5,050	\$5,050
TELEPHONE	10263062 - 622000	\$29,573	\$26,353	\$29,525	\$54,297	\$39,297	\$39,297
WATER & SEWER	10263062 - 622400	\$1,085	\$1,050	\$1,020	\$1,080	\$1,080	\$1,080
ELECTRIC	10263062 - 622500	\$8,952	\$10,043	\$9,540	\$11,400	\$11,400	\$11,400
SUBSCRIPTIONS	10263062 - 624500	\$2,178	\$2,681	\$4,075	\$4,075	\$4,075	\$4,075
CLEANING	10263062 - 625000	\$1,929	\$1,470	\$2,000	\$0	\$0	\$0
MOTOR VEHICLE MAINT	10263062 - 626500	\$10,624	\$10,114	\$1,200	\$1,200	\$1,200	\$1,200
EQUIPMENT MAINTENANCE	10263062 - 627000	\$45,224	\$53,973	\$64,336	\$65,743	\$65,743	\$65,743
RADIO MAINTENANCE	10263062 - 627100	\$3,870	\$4,066	\$15,000	\$15,000	\$15,000	\$15,000
BUILDING MAINTENANCE	10263062 - 627500	\$21,126	\$37,714	\$30,500	\$60,500	\$30,500	\$30,500
CRIMINAL INVESTIGATION	10263062 - 628000	\$4,760	\$3,586	\$3,900	\$4,000	\$4,000	\$4,000
CONTRACTED SERVICES	10263062 - 628800	\$44,404	\$44,388	\$43,053	\$43,253	\$43,253	\$43,253
TRAINING	10263062 - 629000	\$34,471	\$37,528	\$32,850	\$33,650	\$33,650	\$33,650
		\$210,552	\$234,205	\$242,049	\$299,248	\$254,248	\$254,248
OFFICE SUPPLIES	10263063 - 630500	\$4,082	\$5,301	\$4,000	\$4,100	\$4,100	\$4,100
HEATING FUEL	10263063 - 631500	\$19,881	\$10,841	\$37,400	\$37,400	\$37,400	\$37,400
GAS & OIL	10263063 - 632000	\$91,148	\$64,040	\$73,050	\$73,135	\$73,135	\$73,135
TIRES	10263063 - 632500	\$9,936	\$9,019	\$9,500	\$9,500	\$9,500	\$9,500
VEHICLE WASH	10263063 - 632501	\$0	\$0	\$0	\$2,000	\$2,000	\$2,000
CLOTHING	10263063 - 634500	\$44,360	\$46,291	\$46,645	\$46,895	\$46,895	\$46,895
MEDICAL & LAB SUPPLIES	10263063 - 635000	\$2,442	\$3,193	\$1,500	\$2,500	\$2,500	\$2,500
PUBLIC SAFETY SUPPLIES	10263063 - 635800	\$39,440	\$28,332	\$23,958	\$25,358	\$25,358	\$25,358
SMALL TOOLS	10263063 - 636000	\$2,756	\$6,139	\$1,000	\$1,200	\$1,200	\$1,200
CLEANING SUPPLIES	10263063 - 636500	\$2,175	\$2,800	\$2,300	\$2,400	\$2,400	\$2,400
ANIMAL SUPPLIES	10263063 - 637100	\$5,334	\$4,146	\$4,200	\$4,200	\$4,200	\$4,200
VEHICLE SUPPLIES	10263063 - 638600	\$24,589	\$25,245	\$25,000	\$25,000	\$25,000	\$25,000
		\$246,142	\$205,348	\$228,553	\$233,688	\$233,688	\$233,688
DUES & MEMBERSHIPS	10263064 - 642000	\$1,832	\$2,665	\$2,575	\$6,850	\$6,850	\$6,850
		\$1,832	\$2,665	\$2,575	\$6,850	\$6,850	\$6,850

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
COMPUTER HARDWARE	10263065 - 650400	\$2,281	\$1,295	\$1,400	\$1,400	\$1,400	\$1,400
MOTOR VEHICLES	10263065 - 651000	\$136,498	\$149,798	\$121,000	\$121,000	\$121,000	\$121,000
		\$138,779	\$151,093	\$122,400	\$122,400	\$122,400	\$122,400
TRANSFER OUT	10263088 - 900001	\$12,440	\$12,908	\$12,908	\$12,908	\$12,908	\$12,908
		\$12,440	\$12,908	\$12,908	\$12,908	\$12,908	\$12,908
TOTAL POLICE DEPARTMENT		\$4,232,208	\$4,335,585	\$4,543,307	\$4,620,163	\$4,522,601	\$4,530,963

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
POLICE DEPARTMENT			
HOURLY	10263061 - 611000 4 POLICE LIEUTENENTS 7 POLICE SERGEANT 36 POLICE PATROL 4 POLICE DETECTIVE 1 POLICE MECHANIC 1 ANIMAL CONTROL OFFICER 1 MDEA-PATROL 2 PUBLIC SAFETY ADMIN ASSISTANT 1 POLICE ADMIN. INFO ASSISTANT 1 BEHAVIORAL HEALTH LIASON	\$3,336,613	\$3,344,975
SCHOOL CROSSING GUIDES	10263061 - 611100	\$43,374	\$43,374
POLICE IN-SERVICE TRAINING	10263061 - 611300	\$34,050	\$34,050
POLICE COURT APPEARANCES	10263061 - 611400	\$43,500	\$43,500
SALARY	10263061 - 611500 1 POLICE CHIEF 1 DEPUTY POLICE CHIEF	\$182,125	\$182,125
OVERTIME	10263061 - 612500	\$252,845	\$252,845
PRINTING & BINDING	10263062 - 620500 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	\$5,050	\$5,050

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
TELEPHONE	10263062 - 622000	1.00 Cell Phones	at	21,272.00	=	21,272	\$39,297	\$39,297
		12.00 Conversant/Avaya & fax	at	600.00	=	7,200		
		12.00 Long distance	at	90.00	=	1,080		
		20.00 Mobile air cards/annual fee	at	480.00	=	9,600		
		1.00 Pagers	at	145.00	=	145		
WATER & SEWER	10263062 - 622400	12.00 Water and sewer usage at Polic	at	90.00	=	1,080	\$1,080	\$1,080
ELECTRIC	10263062 - 622500	12.00 Monthly electrical costs	at	950.00	=	11,400	\$11,400	\$11,400
SUBSCRIPTIONS	10263062 - 624500	1.00 Accreditation Standards	at	100.00	=	100	\$4,075	\$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						\$0	
MOTOR VEHICLE MAINT	10263062 - 626500	1.00 Body repair and painting to vehicles not covered by insurance	at	1,200.00	=	1,200	\$1,200	\$1,200

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
EQUIPMENT MAINTENANCE	10263062 - 627000	2.00 ALPR Maintenance	at	2,750.00	=	5,500	\$65,743	\$65,743
		1.00 Coplgic on-line Crime Reporting Maintenance	at	5,500.00	=	5,500		
		1.00 Electronic Parking Ticket Maintenance	at	3,300.00	=	3,300		
		1.00 Power DMS Maintenance	at	5,000.00	=	5,000		
		1.00 Tele-Staff Scheduling Maintenance	at	3,700.00	=	3,700		
		1.00 Computer Hardware Maintenance	at	3,500.00	=	3,500		
		1.00 In-car Video (Watchguard)Maintenance	at	5,500.00	=	5,500		
		1.00 Partial cost for Share File Maintenance with Cumberland County	at	403.00	=	403		
		2.00 Photocopier Maintenance (cost per copy contract)	at	1,320.00	=	2,640		
		1.00 Police Mobile Software Maintenance MDB Client, Field Reporting and Field Interview	at	17,800.00	=	17,800		
		1.00 RMSoftware Maintenance-NaviLine Crimes,LG Crimes,Qrep, CAD Interface, Community Connect	at	12,150.00	=	12,150		
		1.00 State Open Fox Messenger	at	750.00	=	750		
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RADIO MAINTENANCE	10263062 - 627100						\$15,000	\$15,000
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BUILDING MAINTENANCE	10263062 - 627500	1.00 Furnance/Heat/AC Maintenance and Repair	at	6,000.00	=	6,000	\$30,500	\$30,500
		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		
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CRIMINAL INVESTIGATION	10263062 - 628000						\$4,000	\$4,000
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CONTRACTED SERVICES	10263062 - 628800	1.00 Annual contribution to the Trauma Intervention Program for services provided to the community.	at	1,300.00	=	1,300	\$43,253	\$43,253
		7.00 Blood Tech Services	at	100.00	=	700		
		1.00 Physical Fitness Program	at	2,500.00	=	2,500		
		1.00 Animal Refuge League fee for services	at	35,003.00	=	35,003		
		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	2,500.00	=	2,500		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
TRAINING	10263062 - 629000	1.00 Accreditation Conference	at	1,500.00	=	1,500	\$33,650	\$33,650
		1.00 Guardian Video Training Program	at	1,350.00	=	1,350		
		1.00 Annual IACP Conference and Training	at	1,700.00	=	1,700		
		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	3,200.00	=	3,200		
OFFICE SUPPLIES	10263063 - 630500	1.00 Office supplies for 53 sworn officers and 7 civilian employees	at	4,100.00	=	4,100	\$4,100	\$4,100
HEATING FUEL	10263063 - 631500	800.00 Heating oil for Police Garage	at	3.40	=	2,720	\$37,400	\$37,400
		10,200.00 Heating oil for Police Station	at	3.40	=	34,680		
GAS & OIL	10263063 - 632000	425.00 Diesel for police fleet vehicles	at	2.20	=	935	\$73,135	\$73,135
		38,000.00 Gasoline for police fleet vehicles	at	1.90	=	72,200		
TIRES	10263063 - 632500	1.00 Replacement tires for marked and unmarked cruisers	at	9,500.00	=	9,500	\$9,500	\$9,500
VEHICLE WASH	10263063 - 632501						\$2,000	\$2,000
CLOTHING	10263063 - 634500	1.00 Mechanic uniforms	at	300.00	=	300	\$46,895	\$46,895
		1.00 Animal Control Officer uniform and accessories	at	500.00	=	500		
		5.00 Body Armor	at	825.00	=	4,125		
		13.00 Contractual clothing allowance for Command and Supervisors	at	430.00	=	5,590		
		41.00 Contractual clothing allowance for Patrol Officers	at	430.00	=	17,630		
		1.00 Crossing Guides clothing and safety equipment	at	500.00	=	500		
		5.00 Dress uniforms and accessories	at	350.00	=	1,750		
		5.00 Foul Weather Gear	at	200.00	=	1,000		
		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		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
MEDICAL & LAB SUPPLIES	10263063 - 635000	\$2,500	\$2,500
PUBLIC SAFETY SUPPLIES	10263063 - 635800	\$25,358	\$25,358
	1.00 Taser Cartridges/Battery Packs at 1,500.00 = 1,500		
	1.00 Ammunition, targets & cleaning at 13,000.00 = 13,000		
	1.00 Animal Control supplies at 500.00 = 500		
	1.00 Crime lab supplies at 2,250.00 = 2,250		
	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 500.00 = 500		
	1.00 Recharging/Replacing fire exti at 500.00 = 500		
	1.00 Safety slugs for animal dispos at 100.00 = 100		
	1.00 SRT equipment at 2,000.00 = 2,000		
	1.00 Supply of batteries at 300.00 = 300		
	1.00 Weapon parts for repair and ma at 1,000.00 = 1,000		
SMALL TOOLS	10263063 - 636000	\$1,200	\$1,200
CLEANING SUPPLIES	10263063 - 636500	\$2,400	\$2,400
ANIMAL SUPPLIES	10263063 - 637100	\$4,200	\$4,200
VEHICLE SUPPLIES	10263063 - 638600	\$25,000	\$25,000
DUES & MEMBERSHIPS	10263064 - 642000	\$6,850	\$6,850
	1.00 Animal Control Officer Association at 50.00 = 50		
	1.00 Annual Accreditation Fees at 4,065.00 = 4,065		
	1.00 Annual State Accreditation fee at 250.00 = 250		
	1.00 Departmental membership for NESPIN at 300.00 = 300		
	4.00 FBI/NA dues for Administrative Staff at 115.00 = 460		
	5.00 IACP dues for Administrative Staff at 150.00 = 750		
	1.00 International Association of Identification at 75.00 = 75		
	5.00 Maine Chiefs dues for Administrative Staff at 150.00 = 750		
	1.00 Polygraph Association Membership at 150.00 = 150		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>						MANAGER'S BUDGET 2018/2019	ADOPTED BUDGET 2018/2019
COMPUTER HARDWARE	10263065 - 650400	1.00	Computer Related Equipment	at	1,400.00	=	1,400	\$1,400	\$1,400
MOTOR VEHICLES	10263065 - 651000	4.00	Annual vehicle lease/purchase	at	30,250.00	=	121,000	\$121,000	\$121,000
TRANSFER OUT	10263088 - 900001	39.00	Avaya Replacement 39 Phone @ \$6 x 12 months	at	72.00	=	2,808	\$12,908	\$12,908
		1.00	Body Armor Replacement Reserve	at	5,000.00	=	5,000		
		1.00	Photocopiers - Equipment Reserve	at	2,500.00	=	2,500		
		1.00	Radio Replacement Reserve	at	2,600.00	=	2,600		
TOTAL POLICE DEPARTMENT								\$4,522,601	\$4,530,963

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
FIRE DEPARTMENT							
HOURLY	10264061 - 611000	\$3,380,319	\$3,579,116	\$3,558,811	\$3,686,479	\$3,591,712	\$3,591,712
SALARY	10264061 - 611500	\$296,420	\$175,498	\$339,716	\$409,082	\$409,082	\$409,082
OVERTIME	10264061 - 612500	\$378,388	\$334,660	\$350,000	\$350,000	\$312,500	\$327,500
CALL COMPANIES	10264061 - 613000	\$69,826	\$73,985	\$80,000	\$80,000	\$80,000	\$80,000
EDUC/PHYS INCENTIVE	10264061 - 614000	\$0	\$0	\$8,000	\$8,000	\$4,000	\$4,000
		\$4,124,953	\$4,163,258	\$4,336,527	\$4,533,561	\$4,397,294	\$4,412,294
PRINTING & BINDING	10264062 - 620500	\$1,078	\$1,686	\$2,500	\$2,500	\$2,500	\$2,500
TELEPHONE	10264062 - 622000	\$25,039	\$18,777	\$22,400	\$19,100	\$19,100	\$19,100
WATER & SEWER	10264062 - 622400	\$167,113	\$172,812	\$173,460	\$179,868	\$179,868	\$179,868
ELECTRIC	10264062 - 622500	\$32,586	\$31,684	\$32,725	\$32,725	\$32,725	\$32,725
SUBSCRIPTIONS	10264062 - 624500	\$725	\$50	\$263	\$263	\$263	\$263
CLEANING	10264062 - 625000	\$240	\$356	\$0	\$0	\$0	\$0
MEDICAL SERVICES	10264062 - 625500	\$438	\$0	\$8,000	\$8,000	\$8,000	\$8,000
EQUIPMENT RENTAL	10264062 - 626000	\$-100	\$200	\$1,000	\$1,000	\$1,000	\$1,000
MOTOR VEHICLE MAINT	10264062 - 626500	\$106,116	\$82,453	\$80,000	\$85,000	\$80,000	\$80,000
EQUIPMENT MAINTENANCE	10264062 - 627000	\$21,424	\$16,417	\$21,760	\$21,760	\$21,760	\$21,760
RADIO MAINTENANCE	10264062 - 627100	\$6,162	\$1,618	\$10,000	\$10,000	\$10,000	\$10,000
BUILDING MAINTENANCE	10264062 - 627500	\$50,408	\$43,790	\$51,500	\$51,500	\$51,500	\$51,500
CONTRACTED SERVICES	10264062 - 628800	\$72,875	\$74,375	\$79,300	\$80,570	\$80,570	\$80,570
TRAINING	10264062 - 629000	\$30,093	\$30,821	\$38,300	\$38,300	\$38,300	\$38,300
		\$514,197	\$475,039	\$521,208	\$530,586	\$525,586	\$525,586
OFFICE SUPPLIES	10264063 - 630500	\$7,575	\$7,707	\$4,000	\$4,000	\$4,000	\$4,000
HEATING FUEL	10264063 - 631500	\$32,667	\$37,704	\$41,270	\$38,840	\$38,840	\$38,840
GAS & OIL	10264063 - 632000	\$44,588	\$26,472	\$36,355	\$39,155	\$39,155	\$39,155
TIRES	10264063 - 632500	\$5,038	\$9,657	\$7,000	\$7,000	\$7,000	\$7,000
VEHICLE WASH	10264063 - 632501	\$0	\$0	\$0	\$2,235	\$2,235	\$2,235
FOOD	10264063 - 633500	\$1,745	\$990	\$1,000	\$1,500	\$1,500	\$1,500
CLOTHING	10264063 - 634500	\$36,683	\$63,342	\$55,200	\$20,000	\$20,000	\$20,000
PROTECTIVE GEAR	10264063 - 634510	\$0	\$0	\$0	\$41,550	\$41,550	\$41,550
MEDICAL & LAB SUPPLIES	10264063 - 635000	\$46,686	\$58,229	\$70,000	\$70,000	\$70,000	\$70,000
PUBLIC SAFETY SUPPLIES	10264063 - 635800	\$12,223	\$6,868	\$7,000	\$7,000	\$7,000	\$7,000
SMALL TOOLS	10264063 - 636000	\$315	\$183	\$0	\$0	\$0	\$0
CLEANING SUPPLIES	10264063 - 636500	\$6,744	\$6,315	\$8,000	\$8,000	\$8,000	\$8,000
VEHICLE SUPPLIES	10264063 - 638600	\$7,557	\$13,734	\$5,000	\$5,000	\$5,000	\$5,000
MISC SUPPLIES	10264063 - 639900	\$5,589	\$2,815	\$3,500	\$3,500	\$3,500	\$3,500
		\$207,409	\$234,018	\$238,325	\$247,780	\$247,780	\$247,780

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
RENT	10264064 - 641000	\$2,145	\$1,200	\$2,450	\$1,250	\$1,250	\$1,250
DUES & MEMBERSHIPS	10264064 - 642000	\$3,702	\$4,696	\$4,730	\$4,725	\$4,725	\$4,725
CONTRIBUTIONS	10264064 - 643000	\$1,300	\$2,550	\$1,600	\$1,600	\$1,600	\$1,600
		\$7,147	\$8,446	\$8,780	\$7,575	\$7,575	\$7,575
PUBLIC SAFETY EQUIPMENT	10264065 - 652500	\$14,398	\$53,310	\$25,000	\$25,000	\$25,000	\$25,000
COMMUNICATIONS EQUIPMENT	10264065 - 652800	\$6,974	\$19,767	\$32,060	\$31,533	\$26,783	\$26,783
HOSE	10264065 - 659200	\$4,951	\$8,310	\$8,816	\$8,816	\$8,816	\$8,816
		\$26,323	\$81,387	\$65,876	\$65,349	\$60,599	\$60,599
TRANSFER OUT	10264088 - 900001	\$76,320	\$76,584	\$201,584	\$201,584	\$201,584	\$201,584
		\$76,320	\$76,584	\$201,584	\$201,584	\$201,584	\$201,584
TOTAL FIRE DEPARTMENT		\$4,956,350	\$5,038,731	\$5,372,300	\$5,586,435	\$5,440,418	\$5,455,418

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
FIRE DEPARTMENT			
HOURLY	10264061 - 611000		
	1		
	3 FIRE DEPARTMENT CAPTAIN		
	9 FIRE LIEUTENENT		
	51 FIREFIGHTER		
	1 FIRE DEPT ADMIN.SECRETARY		
	1 FIRE DEPT CUSTODIAN		
	1 MECHANIC II		
SALARY	10264061 - 611500	\$3,591,712	\$3,591,712
	1 FIRE CHIEF		
	4 DEPUTY FIRE CHIEF		
OVERTIME	10264061 - 612500		
	1.00 Overtime	312,500.00 = 312,500	\$312,500
CALL COMPANIES	10264061 - 613000		
	1.00 Call Company Wages	80,000.00 = 80,000	\$80,000
EDUC/PHYS INCENTIVE	10264061 - 614000		
	2.00 Paramedic Certification One Time Incentive	2,000.00 = 4,000	\$4,000
PRINTING & BINDING	10264062 - 620500		
	1.00 Copier Paper, Inspection Forms, Permits, Call Company Payroll & Training Forms	2,500.00 = 2,500	\$2,500
TELEPHONE	10264062 - 622000		
	12.00 Cell Charges for iPads for 3 Engines, 2 Ladders, 2 Ambulances, 2 Staff Cars, & 1 Marine Unit	400.00 = 4,800	\$19,100
	6.00 Cell Phone stipends for Staff Officers (4 Deputies and 1 EMS Coordinator)	300.00 = 1,800	
	6.00 Cell Phones For 2 Chief Officers, 3 Ambulances, 1 PIO	400.00 = 2,400	
	9.00 Cellular Aircards (Hot Spots) For 2 Engines, 3 Ambulances, 1 Ladder, 1 Staff Car, 1 Hazmat Unit, & 1 Spare For MDBs	400.00 = 3,600	
	12.00 Conversant/Avaya, Fax Machine, & Long Distance	400.00 = 4,800	
	1.00 Telephone Repairs	1,700.00 = 1,700	
WATER & SEWER	10264062 - 622400		
	12.00 12 Months Municipal Fire Protection (Hydrant Rental)	14,338.00 = 172,056	\$179,868
	12.00 12 Months Water & Sewer Usage For 6 Fire Stations 4.2% Increase per Water Rate Proposal	651.00 = 7,812	

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
ELECTRIC	10264062 - 622500	1.00	Cash Corner Station (Main Street)	at	5,240.00	=	5,240	\$32,725
		1.00	Central Station (Broadway)	at	9,400.00	=	9,400	
		1.00	Thornton Heights Station (Union St)	at	1,500.00	=	1,500	
		1.00	Western Ave Station (James Bakka Drive)	at	14,885.00	=	14,885	
		1.00	Willard Station (Pillsbury St)	at	1,700.00	=	1,700	
SUBSCRIPTIONS	10264062 - 624500	1.00	Fire Chief Magazine	at	52.00	=	52	\$263
		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	Journal Emergency Medicine	at	50.00	=	50	
MEDICAL SERVICES	10264062 - 625500	1.00	Entrance & Hazardous Materials Physicals For All Personnel	at	8,000.00	=	8,000	\$8,000
EQUIPMENT RENTAL	10264062 - 626000	1.00	Copier Lease Payments & Supplies	at	1,000.00	=	1,000	\$1,000
MOTOR VEHICLE MAINT	10264062 - 626500	1.00	Annual Maintenance For Department Vehicles	at	80,000.00	=	80,000	\$80,000
EQUIPMENT MAINTENANCE	10264062 - 627000	1.00	Annual Fire Alarm System Maintenance: Western Ave, Central, Cash Corner, Willard, & Thornton Heights	at	3,000.00	=	3,000	\$21,760
		3.00	Emergency Generator Semi-Annual Service	at	420.00	=	1,260	
		1.00	Maintenance On Equipment Carried On Vehicles	at	11,000.00	=	11,000	
		1.00	Repairs To SCBA & Related Equipment	at	2,000.00	=	2,000	
		1.00	SCBA Compressor Maintenance At Western Avenue Station & 1/2 SCBA Compressor Maintenance At Central Station (Joint w/ Cape Elizabeth FD)	at	4,500.00	=	4,500	
RADIO MAINTENANCE	10264062 - 627100	1.00	Moblie Radio, Portable Radio, & Pager Repairs (Not Covered By Contract)	at	10,000.00	=	10,000	\$10,000
BUILDING MAINTENANCE	10264062 - 627500	1.00	Electrical Upgrades and Repairs as needed	at	3,500.00	=	3,500	\$51,500
		1.00	General Building Maintenance For 6 Buildings Which Includes: Annual Maintenance Contracts For Heating Devices. Annual Routine Maintenance (To Including Masonary & Painting Repairs, Repair/Replace Overhead Doors). Emergency Repairs (To Including Windows & Roofs). This Also Covers Replacement Appliances As Needed.	at	48,000.00	=	48,000	

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
CONTRACTED SERVICES	10264062 - 628800	1.00	Ambulance Collection Agency Fees	at	41,000.00	=	41,000	\$80,570	\$80,570
		1.00	Fire Alarm Cable Maintenance	at	10,000.00	=	10,000		
		1.00	Lifepack Maintenance Agreement	at	4,000.00	=	4,000		
		1.00	Medical Director Stipend	at	5,000.00	=	5,000		
		1.00	Software Contract For EMS PCR Program	at	7,200.00	=	7,200		
		1.00	Software Contract For Faronics (Deep Freeze)	at	110.00	=	110		
		1.00	Software Contract For Firehouse Software	at	2,000.00	=	2,000		
		1.00	Software Contract For IAMRESPONDING	at	735.00	=	735		
		1.00	Software Contract For Naviline RMS Software	at	6,000.00	=	6,000		
		1.00	Software Contract For 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	Funding For Training For Fulltime and Call Company Firefighters	at	37,500.00		
1.00	SPTV Filming of Training Sessions For Website/Power DMS			at	800.00	=	800		
OFFICE SUPPLIES	10264063 - 630500	1.00	General Office Supplies	at	4,000.00	=	4,000	\$4,000	\$4,000
HEATING FUEL	10264063 - 631500	3,200.00	#2 Fuel Oil (Cash Corner Station)	at	2.20	=	7,040	\$38,840	\$38,840
		11,500.00	Natural Gas (Central Station)	at	1.30	=	14,950		
		8,200.00	Natural Gas (Western Avenue Station)	at	1.25	=	10,250		
		1.00	Natural Gas (Willard Station)	at	3,000.00	=	3,000		
		1.00	Propane (Thornton Heights Station & Cash Corner Garage)	at	3,600.00	=	3,600		
GAS & OIL	10264063 - 632000	14,000.00	Diesel Fuel	at	2.20	=	30,800	\$39,155	\$39,155
		4,050.00	Gasoline	at	1.90	=	7,695		
		150.00	Gasoline for Marine 48 (Boat)	at	4.40	=	660		
TIRES	10264063 - 632500	1.00	TIRES	at	7,000.00	=	7,000	\$7,000	\$7,000
VEHICLE WASH	10264063 - 632501	270.00		at	4.00	=	1,080	\$2,235	\$2,235
		165.00		at	7.00	=	1,155		
FOOD	10264063 - 633500	1.00	Food	at	1,500.00	=	1,500	\$1,500	\$1,500

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
CLOTHING	10264063 - 634500	1.00	Clothing Required For Employees Uniforms, Shoes, & Misc Safety Equipment	at	20,000.00	=	20,000	\$20,000	\$20,000
PROTECTIVE GEAR	10264063 - 634510	10.00	10 Fire Helmets	at	275.00	=	2,750	\$41,550	\$41,550
		10.00	10 Pair Of Fire Boots	at	240.00	=	2,400		
		16.00	16 Sets Of Protective Turnout Gear For Full Time Employees: New Issue & Annual Replacement For Failed Gear	at	1,900.00	=	30,400		
		5.00	5 Sets Of Protective Turnout Gear For Call Company Employees: New Issue & Annual Replacement For Failed Gear	at	1,200.00	=	6,000		
MEDICAL & LAB SUPPLIES	10264063 - 635000	1.00	Medical Supplies To Stock EMS Units	at	67,000.00	=	67,000	\$70,000	\$70,000
		1.00	Medications Not Supplied By Hospitals	at	3,000.00	=	3,000		
PUBLIC SAFETY SUPPLIES	10264063 - 635800	1.00	350 Gallons Foam	at	6,000.00	=	6,000	\$7,000	\$7,000
		1.00	Replacement Rope And Rigging Equipment for High Angle Operations	at	1,000.00	=	1,000		
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 Purchase & Installation Of Equipment Utilized On Emergency Response Equipment	at	5,000.00	=	5,000	\$5,000	\$5,000
MISC SUPPLIES	10264063 - 639900	1.00	Fire Education Supplies For Open House & Other Fire Prevention Activities	at	1,500.00	=	1,500	\$3,500	\$3,500
		1.00	Misc Purchases	at	2,000.00	=	2,000		
RENT	10264064 - 641000	1.00	Rent For Willard Station (Privately Owned Call Company Station)	at	1,250.00	=	1,250	\$1,250	\$1,250
DUES & MEMBERSHIPS	10264064 - 642000	1.00	APEMS	at	2,500.00	=	2,500	\$4,725	\$4,725
		1.00	Cumberland County Fire Chiefs Membership	at	50.00	=	50		
		1.00	Interntional Association Of Fire Chiefs Membership	at	225.00	=	225		
		5.00	Maine State Fire Chiefs	at	90.00	=	450		
		1.00	National Fire Protection Association (NFPA)	at	1,500.00	=	1,500		
CONTRIBUTIONS	10264064 - 643000	40.00	Call Companies \$40 Per Member	at	40.00	=	1,600	\$1,600	\$1,600

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC SAFETY EQUIPMENT	10264065 - 652500	15.00 Replacement SCBA Cylinders To Meet NPFA Requirements	at	1,000.00	=	15,000		\$25,000	\$25,000
		2.00 SCBA Replacement Units To Purchase Two Units Per Year to Maintain NFPA Requirements	at	5,000.00	=	10,000			
COMMUNICATIONS EQUIPMENT	10264065 - 652800	1.00 Interlocal Payment to Portland for Motorola Subscriber Units	at	8,933.00	=	8,933		\$26,783	\$26,783
		10.00 Replace Motorola Pagers For On Call Employees	at	350.00	=	3,500			
		1.00 Replacement 800 mHz Portable Radios	at	4,750.00	=	4,750			
		1.00 Replacement 800 mHz Vehicle Radio	at	6,100.00	=	6,100			
		1.00 Replacement VHF Vehile Radio	at	1,000.00	=	1,000			
		1.00 Vehilce Communication Equipment To Conduct EMS Field Reporting, Fire Prevention Inspections and Mobile Data Terminals	at	2,500.00	=	2,500			
HOSE	10264065 - 659200	1,000.00 1000 Feet Of 1 3/4" Hose	at	2.22	=	2,220		\$8,816	\$8,816
		500.00 500 Feet Of 2 1/2" Hose	at	3.16	=	1,580			
		800.00 800 Feet Of 5" Hose w/ 5" Couplings	at	6.27	=	5,016			
TRANSFER OUT	10264088 - 900001	22.00 Avaya Replacement 22 Phones @ \$6 x 12 months	at	72.00	=	1,584		\$201,584	\$201,584
		1.00 Fire Vehicle Reserve	at	200,000.00	=	200,000			
TOTAL FIRE DEPARTMENT								\$5,440,418	\$5,455,418

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC SAFETY COMMUNICATIONS							
HOURLY	10265061 - 611000	\$226,254	\$154,827	\$174,724	\$179,375	\$179,375	\$179,375
OVERTIME	10265061 - 612500	\$76,653	\$55,957	\$54,000	\$54,000	\$54,000	\$54,000
		\$302,907	\$210,784	\$228,724	\$233,375	\$233,375	\$233,375
TELEPHONE	10265062 - 622000	\$8,763	\$11,938	\$7,260	\$7,260	\$7,260	\$7,260
WATER & SEWER	10265062 - 622400	\$1,362	\$1,200	\$1,620	\$1,260	\$1,260	\$1,260
ELECTRIC	10265062 - 622500	\$23,839	\$18,982	\$23,400	\$20,100	\$20,100	\$20,100
EQUIPMENT MAINTENANCE	10265062 - 627000	\$8,781	\$8,953	\$9,100	\$9,100	\$9,100	\$9,100
RADIO MAINTENANCE	10265062 - 627100	\$0	\$0	\$4,200	\$4,200	\$4,200	\$4,200
BUILDING MAINTENANCE	10265062 - 627500	\$9,249	\$23,694	\$7,500	\$7,500	\$7,500	\$7,500
TRAINING	10265062 - 629000	\$47	\$1,565	\$0	\$0	\$0	\$0
		\$52,040	\$66,332	\$53,080	\$49,420	\$49,420	\$49,420
HEATING FUEL	10265063 - 631500	\$0	\$214	\$0	\$0	\$0	\$0
CLOTHING	10265063 - 634500	\$0	\$474	\$0	\$0	\$0	\$0
		\$0	\$688	\$0	\$0	\$0	\$0
PORTLAND/S PORTLAND	10265067 - 672000	\$441,651	\$730,880	\$786,322	\$803,437	\$803,437	\$793,434
		\$441,651	\$730,880	\$786,322	\$803,437	\$803,437	\$793,434
TRANSFER OUT	10265088 - 900001	\$480	\$576	\$10,576	\$10,576	\$10,576	\$10,576
		\$480	\$576	\$10,576	\$10,576	\$10,576	\$10,576
TOTAL PUBLIC SAFETY COMMUNICATIONS		\$797,078	\$1,009,260	\$1,078,702	\$1,096,808	\$1,096,808	\$1,086,805

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC SAFETY COMMUNICATIONS			
HOURLY	10265061 - 611000 1 3 TELECOMMUNICATOR	\$179,375	\$179,375
OVERTIME	10265061 - 612500	\$54,000	\$54,000
TELEPHONE	10265062 - 622000 12.00 Fiber Connection for Portland Dispatch at 430.00 = 5,160 12.00 Local and Long Distance Charges at 175.00 = 2,100	\$7,260	\$7,260
WATER & SEWER	10265062 - 622400 12.00 Water and Sewer at 105.00 = 1,260	\$1,260	\$1,260
ELECTRIC	10265062 - 622500 12.00 Monthly Power Bills at 1,675.00 = 20,100	\$20,100	\$20,100
EQUIPMENT MAINTENANCE	10265062 - 627000 1.00 H T E CAD Software Maintenance at 8,800.00 = 8,800 1.00 Phone Maintenance at 300.00 = 300	\$9,100	\$9,100
RADIO MAINTENANCE	10265062 - 627100 1.00 Two Way Radio Maintenance and repair at 4,200.00 = 4,200	\$4,200	\$4,200
BUILDING MAINTENANCE	10265062 - 627500 1.00 Sprinkler system, Elevator, lights, routine repairs at 7,500.00 = 7,500	\$7,500	\$7,500
PORTLAND/S PORTLAND DISPATCH	10265067 - 672000 1.00 Estimate based on current staffing (shift over to Portland staffing) at 675,197.00 = 685,200 1.00 Interlocal Debt for Radio System at 118,237.00 = 118,237	\$803,437	\$793,434
TRANSFER OUT	10265088 - 900001 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	\$10,576	\$10,576
TOTAL PUBLIC SAFETY COMMUNICATIONS		\$1,096,808	\$1,086,805

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CODE ENFORCEMENT DEPARTMENT							
HOURLY	10266061 - 611000	\$184,713	\$184,295	\$191,395	\$264,406	\$237,657	\$237,657
SALARY	10266061 - 611500	\$69,663	\$56,765	\$64,940	\$62,609	\$62,609	\$62,609
TEMPORARY HELP	10266061 - 612000	\$615	\$1,664	\$2,250	\$3,250	\$3,250	\$3,250
OVERTIME	10266061 - 612500	\$0	\$59	\$300	\$400	\$400	\$400
		\$254,991	\$242,783	\$258,885	\$330,665	\$303,916	\$303,916
PRINTING & BINDING	10266062 - 620500	\$371	\$583	\$600	\$600	\$600	\$600
TELEPHONE	10266062 - 622000	\$2,969	\$2,544	\$3,192	\$3,720	\$3,720	\$3,720
TRAFFIC LIGHTS	10266062 - 622600	\$19,858	\$19,511	\$21,500	\$21,500	\$21,500	\$21,500
STREET LIGHTS	10266062 - 622700	\$340,836	\$339,928	\$359,000	\$363,600	\$114,000	\$114,000
SUBSCRIPTIONS	10266062 - 624500	\$99	\$189	\$190	\$250	\$250	\$250
MOTOR VEHICLE MAINT	10266062 - 626500	\$358	\$1,079	\$1,200	\$1,700	\$1,700	\$1,700
BUILDING MAINTENANCE	10266062 - 627500	\$0	\$525	\$0	\$0	\$0	\$0
CONTRACTED SERVICES	10266062 - 628800	\$31,108	\$61,221	\$52,000	\$104,600	\$105,600	\$105,600
CONTRACT	10266062 - 628802	\$11,994	\$6,960	\$12,000	\$12,000	\$12,000	\$12,000
		\$407,593	\$432,540	\$449,682	\$507,970	\$259,370	\$259,370
OFFICE SUPPLIES	10266063 - 630500	\$826	\$798	\$1,000	\$1,100	\$1,100	\$1,100
GAS & OIL	10266063 - 632000	\$2,024	\$1,095	\$1,596	\$1,596	\$1,596	\$1,596
TIRES	10266063 - 632500	\$375	\$96	\$600	\$600	\$600	\$600
VEHICLE WASH	10266063 - 632501	\$0	\$0	\$0	\$400	\$400	\$400
CLOTHING	10266063 - 634500	-\$68	\$78	\$200	\$500	\$500	\$500
PUBLIC SAFETY SUPPLIES	10266063 - 635800	\$413	\$141	\$300	\$400	\$400	\$400
SMALL TOOLS	10266063 - 636000	\$185	\$227	\$200	\$200	\$200	\$200
CLEANING SUPPLIES	10266063 - 636500	\$91	\$8	\$200	\$350	\$350	\$350
BOOKS	10266063 - 638200	\$0	\$503	\$300	\$700	\$700	\$700
		\$3,847	\$2,945	\$4,396	\$5,846	\$5,846	\$5,846
DUES & MEMBERSHIPS	10266064 - 642000	\$255	\$205	\$440	\$510	\$510	\$510
		\$255	\$205	\$440	\$510	\$510	\$510
OFFICE EQUIPMENT	10266065 - 650500	\$0	\$0	\$0	\$3,640	\$3,640	\$3,640
MOTOR VEHICLES	10266065 - 651000	\$2,023	\$3,468	\$3,480	\$5,400	\$5,400	\$5,400
		\$2,023	\$3,468	\$3,480	\$9,040	\$9,040	\$9,040
TRANSFER OUT	10266088 - 900001	\$10,300	\$10,360	\$360	\$1,160	\$1,160	\$1,160
		\$10,300	\$10,360	\$360	\$1,160	\$1,160	\$1,160
TOTAL CODE ENFORCEMENT DEPARTMENT		\$679,009	\$692,301	\$717,243	\$855,191	\$579,842	\$579,842

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CODE ENFORCEMENT DEPARTMENT			
HOURLY	10266061 - 611000		
	1 CODE ENFORCEMENT OFFICER		
	1 BUILDING/PLUMBING INSPECTOR		
	1 HEALTH INSPECTOR		
	1 INSPECTOR ELECTRIAL/STREETS		
	1 CODE EN ADMIN ASST		
		\$237,657	\$237,657
SALARY	10266061 - 611500		
	1 CODE ENFORCEMENT OFFICER		
		\$62,609	\$62,609
TEMPORARY HELP	10266061 - 612000		
	1.00 SPCTV charges for televising Board of Appeals meetings.	750.00 = 750	\$3,250
	1.00 Temporary help for additional workload and coverage for vacation/sick when adjusting schedules of remaining staff isn't sufficient.	2,500.00 = 2,500	\$3,250
OVERTIME	10266061 - 612500		
	1.00 Board of Appeals Secretary or time-and-a-half after 40 hours in total work week.	400.00 = 400	\$400
	+36% increase for the BOA Secretary for each scheduled meeting decided by the department		\$400
PRINTING & BINDING	10266062 - 620500		
	1.00 MUNIS-integrated permit forms; stationery; envelopes, business cards, permit applications	600.00 = 600	\$600
TELEPHONE	10266062 - 622000		
	12.00 CEO smart phone stipend for phone,data, and hotspot.	50.00 = 600	\$3,720
	12.00 Cell phone charges for the Building, Health, and Electrical Inspectors.	230.00 = 2,760	
	12.00 Phone/Fax Line Charges and Share of Internet Charges.	30.00 = 360	
TRAFFIC LIGHTS	10266062 - 622600		
	1.00 Electricity charge from CMP for traffic signals.	21,500.00 = 21,500	\$21,500
STREET LIGHTS	10266062 - 622700		
	1.00 Street light electricity (No longer leasing from CMP)	114,000.00 = 114,000	\$114,000
SUBSCRIPTIONS	10266062 - 624500		
	1.00 Press Herald Newspaper	250.00 = 250	\$250
	Increase in cost for the paper currently cost \$235.00		\$250
MOTOR VEHICLE MAINT	10266062 - 626500		
	1.00 Routine maintenance for four vehicles at City and private service facilities.	1,700.00 = 1,700	\$1,700

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
CONTRACTED SERVICES	10266062 - 628800	1.00	3rd Party Short Term Rental Enforcement Assistance	at	20,000.00	=	20,000	\$105,600	\$105,600
		1.00	ArcEngine annual maintenance fee to enable the Street Opening Staff Member to use the GIS mapping function in Vision.	at	100.00	=	100		
		1.00	Other contracted services.	at	2,500.00	=	2,500		
		1.00	Street light maintenance.	at	23,000.00	=	23,000		
		1.00	Traffic Signal Maintenance.	at	60,000.00	=	60,000		
CONTRACT SERVICES-ENGINEERING	10266062 - 628802	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.	at	12,000.00	=	12,000	\$12,000	\$12,000
OFFICE SUPPLIES	10266063 - 630500	1.00	Paper, pens, pencils, toner, misc. office supplies.	at	1,100.00	=	1,100	\$1,100	\$1,100
GAS & OIL	10266063 - 632000	840.00	Gasoline and oil for Code vehicles: --2013 Chevy Sonic (Bldg Inspector) --2015 Nissan Leaf (Health Inspector)(Electric vehicle) --2014 Ford Escape (Elect. Inspector) --2001 Chevy Tahoe (Eng. Inspector) --2007 Ford Focus (CEO and others)	at	1.90	=	1,596	\$1,596	\$1,596
TIRES	10266063 - 632500	1.00	Tires for Code vehicles.	at	600.00	=	600	\$600	\$600
VEHICLE WASH	10266063 - 632501	100.00		at	4.00	=	400	\$400	\$400
CLOTHING	10266063 - 634500	1.00	Clothing and shoes needed by the Code Staff	at	500.00	=	500	\$500	\$500
PUBLIC SAFETY SUPPLIES	10266063 - 635800	1.00	Safety & testing equipment for (4) Inspectors. Safety glasses, hard hats, tool /equipment cleaning,	at	400.00	=	400	\$400	\$400
SMALL TOOLS	10266063 - 636000	1.00	Small tools for Electrical Inspector & Health Inspector	at	200.00	=	200	\$200	\$200
CLEANING SUPPLIES	10266063 - 636500	1.00	Cleaning supplies, toilet paper, paper towels, and related products for the Planning & Development office.	at	350.00	=	350	\$350	\$350

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
BOOKS	10266063 - 638200	1.00	Purchase of building code, electrical code and other manuals. Updated Building and Electrical Code Books for 2019 and cross training among staff members.	at	700.00	=	700	\$700	\$700
DUES & MEMBERSHIPS	10266064 - 642000	1.00	Electrician's license	at	100.00	=	100	\$510	\$510
		1.00	International Assoc. of Electrical Inspectors for the Electrical Inspector	at	135.00	=	135		
		1.00	International Code Council membership for the Building Inspector	at	135.00	=	135		
		4.00	Maine Building Official & Inspectors Assoc. membership for Building Inspector, Back-up Plumbing Inspector, Electrical Inspector and Code Enforcement Officer. Additional members due to cross training in the code department	at	35.00	=	140		
OFFICE EQUIPMENT	10266065 - 650500	4.00	Intiating & development of electronic recording of Inspections and Field Data Collection for (4) inspectors.	at	450.00	=	1,800	\$3,640	\$3,640
		4.00	Portable printers for code inspectors to print violations and deficiencies at inspections.	at	300.00	=	1,200		
		16.00	Quarterly portable printer ink replacement for Health, Electrical, Building, CEO.	at	40.00	=	640		
MOTOR VEHICLES	10266065 - 651000	12.00	Lease Payments for Electric Vehicle ending in 2018. Projected new cost for new lease of electric vehicle.	at	450.00	=	5,400	\$5,400	\$5,400
PUBLIC SAFETY EQUIPMENT	10266065 - 652500							\$0	
TRANSFER OUT	10266088 - 900001	5.00	Avaya Replacement 5 Phones @ \$6 x 12 months	at	72.00	=	360	\$1,160	\$1,160
		1.00	Equipment Reserve - Copier	at	800.00	=	800		
TOTAL CODE ENFORCEMENT DEPARTMENT								\$579,842	\$579,842

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CIVIL SERVICE							
CONTRACTED SERVICES	10268062 - 628800	\$11,313	\$6,700	\$11,160	\$11,160	\$11,160	\$11,160
		\$11,313	\$6,700	\$11,160	\$11,160	\$11,160	\$11,160
OFFICE SUPPLIES	10268063 - 630500	\$0	\$163	\$120	\$120	\$120	\$120
		\$0	\$163	\$120	\$120	\$120	\$120
TOTAL CIVIL SERVICE		\$11,313	\$6,863	\$11,280	\$11,280	\$11,280	\$11,280

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CIVIL SERVICE			
CONTRACTED SERVICES	10268062 - 628800		
	8.00 8 Professional Job Assessments for new Police Officers and Firefighters @ \$600	600.00 = 4,800	\$11,160
	1.00 Legal Services	1,000.00 = 1,000	
	1.00 Testing materials for 7 entrance and promotional exams - @ \$ 5075; UPS Postage - @ \$ 285	5,360.00 = 5,360	
OFFICE SUPPLIES	10268063 - 630500		
	1.00 Stationery and envelopes	120.00 = 120	\$120
TOTAL CIVIL SERVICE			\$11,280
			\$11,280

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - ADMINISTRATION							
HOURLY	10372061 - 611000	\$41,975	\$40,695	\$41,350	\$42,177	\$42,177	\$42,177
SALARY	10372061 - 611500	\$169,923	\$169,285	\$166,864	\$174,295	\$174,295	\$174,295
OVERTIME	10372061 - 612500	\$112	\$1,161	\$3,600	\$3,600	\$3,600	\$3,600
		\$212,011	\$211,141	\$211,814	\$220,072	\$220,072	\$220,072
PRINTING & BINDING	10372062 - 620500	\$86	\$0	\$500	\$500	\$500	\$500
TELEPHONE	10372062 - 622000	\$5,996	\$4,698	\$7,222	\$7,222	\$7,222	\$7,222
EQUIPMENT MAINTENANCE	10372062 - 627000	\$372	\$409	\$400	\$400	\$400	\$400
CONTRACTED SERVICES	10372062 - 628800	\$232	\$465	\$0	\$0	\$0	\$0
TRAINING	10372062 - 629000	\$753	\$1,768	\$0	\$-250	\$0	\$0
		\$7,439	\$7,340	\$8,122	\$7,872	\$8,122	\$8,122
OFFICE SUPPLIES	10372063 - 630500	\$3,308	\$1,805	\$2,000	\$2,000	\$1,750	\$1,750
GAS & OIL	10372063 - 632000	\$3,894	\$3,482	\$2,660	\$2,660	\$2,660	\$2,660
VEHICLE WASH	10372063 - 632501	\$0	\$0	\$0	\$416	\$416	\$416
		\$7,202	\$5,288	\$4,660	\$5,076	\$4,826	\$4,826
TRANSFER OUT	10372088 - 900001	\$480	\$576	\$576	\$576	\$576	\$576
		\$480	\$576	\$576	\$576	\$576	\$576
TOTAL ADMINISTRATION		\$227,132	\$224,345	\$225,172	\$233,596	\$233,596	\$233,596

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - ADMINISTRATION			
HOURLY	10372061 - 611000 1 SECRETARY II PUBLIC WORKS	\$42,177	\$42,177
SALARY	10372061 - 611500 1 PUBLIC WORKS DIRECTOR 1 PWD SUPERINTENDANT	\$174,295	\$174,295
OVERTIME	10372061 - 612500 150.00 Overtime at 24.00 =	\$3,600	\$3,600
PRINTING & BINDING	10372062 - 620500 1.00 Printed materials: time cards, vehicle stickers, garage cards, etc. at 500.00 =	\$500	\$500
TELEPHONE	10372062 - 622000 17.00 10 mobile phones and 1 i pad at 318.00 = 1.00 Long distance at 100.00 = 12.00 T1 LINE at 143.00 =	\$7,222	\$7,222
EQUIPMENT MAINTENANCE	10372062 - 627000 1.00 Maintenance of office equipment at 400.00 =	\$400	\$400
TRAINING	10372062 - 629000	\$0	\$0
OFFICE SUPPLIES	10372063 - 630500 1.00 Office related materials: Paper, pens, filing supplies, etc. at 1,750.00 =	\$1,750	\$1,750
GAS & OIL	10372063 - 632000 1,400.00 Fuel for unit 51 (Chevy- four at 1.90 =	\$2,660	\$2,660
VEHICLE WASH	10372063 - 632501 104.00 at 4.00 =	\$416	\$416
TRANSFER OUT	10372088 - 900001 8.00 Avaya Replacement 8 Phones @ \$6 x 12 months at 72.00 =	\$576	\$576
TOTAL ADMINISTRATION		\$233,596	\$233,596

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - STREETS & SIDEWALKS							
HOURLY	10372561 - 611000	\$604,841	\$542,694	\$672,478	\$750,509	\$668,141	\$695,604
SALARY	10372561 - 611500	\$25,616	\$3,874	\$32,493	\$32,493	\$32,493	\$32,493
TEMPORARY HELP	10372561 - 612000	\$32,824	\$9,201	\$40,000	\$20,000	\$20,000	\$20,000
OVERTIME	10372561 - 612500	\$181,129	\$272,133	\$181,000	\$190,000	\$190,000	\$190,000
		\$844,410	\$827,902	\$925,971	\$993,002	\$910,634	\$938,097
ELECTRIC	10372562 - 622500	\$3,876	\$6,087	\$9,140	\$10,944	\$10,944	\$10,944
EQUIPMENT RENTAL	10372562 - 626000	\$128,122	\$256,441	\$219,050	\$228,050	\$228,050	\$228,050
MOTOR VEHICLE MAINT	10372562 - 626500	\$0	\$4,045	\$5,000	\$5,000	\$5,000	\$5,000
RADIO MAINTENANCE	10372562 - 627100	\$0	\$4,449	\$2,000	\$2,000	\$2,000	\$2,000
BUILDING MAINTENANCE	10372562 - 627500	\$8,647	\$2,903	\$7,000	\$7,000	\$7,000	\$7,000
CONTRACTED SERVICES	10372562 - 628800	\$73,679	\$65,253	\$82,500	\$82,500	\$82,500	\$82,500
		\$214,324	\$339,178	\$324,690	\$335,494	\$335,494	\$335,494
HEATING FUEL	10372563 - 631500	\$506	\$2,056	\$5,000	\$5,000	\$5,000	\$5,000
GAS & OIL	10372563 - 632000	\$74,728	\$65,718	\$85,825	\$85,825	\$85,825	\$85,825
TIRES	10372563 - 632500	\$21,770	\$10,940	\$15,000	\$15,000	\$15,000	\$15,000
VEHICLE WASH	10372563 - 632501	\$0	\$0	\$0	\$13,000	\$13,000	\$13,000
CLOTHING	10372563 - 634500	\$6,807	\$7,793	\$10,000	\$10,000	\$10,000	\$10,000
SMALL TOOLS	10372563 - 636000	\$772	\$103	\$1,800	\$1,800	\$1,800	\$1,800
CLEANING SUPPLIES	10372563 - 636500	\$698	\$1,577	\$1,500	\$2,500	\$2,500	\$2,500
CONSTRUCTION SUPPLIES	10372563 - 638500	\$301,167	\$227,808	\$358,350	\$358,350	\$358,350	\$358,350
VEHICLE SUPPLIES	10372563 - 638600	\$306,957	\$261,417	\$190,140	\$190,140	\$190,140	\$190,140
WELDING SUPPLIES	10372563 - 638700	\$2	\$0	\$800	\$800	\$800	\$800
BUILDING MAINT SUPPLIES	10372563 - 638800	\$10,434	\$341	\$3,825	\$3,825	\$3,825	\$3,825
MISC SUPPLIES	10372563 - 639900	\$21,713	\$39,097	\$25,000	\$25,000	\$25,000	\$25,000
		\$745,555	\$616,850	\$697,240	\$711,240	\$711,240	\$711,240
DUES & MEMBERSHIPS	10372564 - 642000	\$0	\$0	\$380	\$380	\$380	\$380
		\$0	\$0	\$380	\$380	\$380	\$380
MOTOR VEHICLES	10372565 - 651000	\$0	\$0	\$8,500	\$8,500	\$8,500	\$8,500
HIGHWAY MAINTENANCE	10372565 - 651600	\$680,029	\$354,415	\$625,000	\$625,000	\$625,000	\$625,000
SIDEWALK MAINTENANCE	10372565 - 651610	\$0	\$0	\$75,000	\$75,000	\$75,000	\$75,000
		\$680,029	\$354,415	\$708,500	\$708,500	\$708,500	\$708,500
TRANSFER OUT	10372588 - 900001	\$20,000	\$60,000	\$0	\$0	\$0	\$0
		\$20,000	\$60,000	\$0	\$0	\$0	\$0

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

	<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
TOTAL STREETS & SIDEWALKS	\$2,504,317	\$2,198,344	\$2,656,781	\$2,748,616	\$2,666,248	\$2,693,711

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - STREETS & SIDEWALKS			
HOURLY	10372561 - 611000 2 PWD FOREMAN 10 EQ OP I/TRUCK DRIVER 2 EQUIP OPERATOR II	\$668,141	\$695,604
SALARY	10372561 - 611500 1 WRP ENGINEER CIVIL/TRANSPORTA	\$32,493	\$32,493
TEMPORARY HELP	10372561 - 612000 1.00 Seasonal staff positions for yearly operations	\$20,000	\$20,000
OVERTIME	10372561 - 612500 1.00 Overtime - S/S/F - Paving & sidewalks. Winter - snow	\$190,000	\$190,000
ELECTRIC	10372562 - 622500 12.00 Municipal Services Facility (24%) Allocation	\$10,944	\$10,944
EQUIPMENT RENTAL	10372562 - 626000 1.00 Dozer rental for snow dump & compost pile 900.00 Loader rental for winter snow operations 24.00 Per contract to secure loaders for 4 months 1.00 Snow Removal Allocation to TIFs 450.00 Truck rental for winter snow operations	\$228,050	\$228,050
MOTOR VEHICLE MAINT	10372562 - 626500 1.00 Painting trucks	\$5,000	\$5,000
RADIO MAINTENANCE	10372562 - 627100 1.00 Maintenance of radios in fleet	\$2,000	\$2,000
BUILDING MAINTENANCE	10372562 - 627500 1.00 Building and boiler maintenance for employee's building 1.00 Garage and Office Building maintenance	\$7,000	\$7,000
CONTRACTED SERVICES	10372562 - 628800 1.00 Flaggers 1.00 Line stripe streets, lane markings, etc. 1.00 Police services 8.00 Weed control (4 applications)	\$82,500	\$82,500
HEATING FUEL	10372563 - 631500 1.00 Additional heating costs relating to MSF new building 1,250.00 Fuel oil for employee's building	\$5,000	\$5,000
GAS & OIL	10372563 - 632000 30,000.00 Diesel fuel 1.00 Lubricating oils and grease 6,750.00 Unleaded gasoline	\$85,825	\$85,825

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
TIRES	10372563 - 632500	1.00	Repair and replacement of tires and tubes.	at	15,000.00 =	\$15,000	\$15,000
VEHICLE WASH	10372563 - 632501	884.00 1,352.00		at at	4.00 = 7.00 =	\$13,000	\$13,000
CLOTHING	10372563 - 634500	1.00	Uniforms, foul weather gear, boots & safety vests	at	10,000.00 =	\$10,000	\$10,000
SMALL TOOLS	10372563 - 636000	1.00	Shovels, rakes, etc.	at	1,800.00 =	\$1,800	\$1,800
CLEANING SUPPLIES	10372563 - 636500	1.00	Cleaning supplies for PW building	at	2,500.00 =	\$2,500	\$2,500
CONSTRUCTION SUPPLIES	10372563 - 638500	50.00 1.00 12,000.00 75.00 3,350.00 3,000.00	Calcium Flakes Cold Patch, Hot Mix, Gravel Ice Ban De-icer Manhole Risers for streets Rock Salt Sand -Winter Sanding Operations	at at at at at at	10.00 = 99,000.00 = 1.20 = 110.00 = 62.00 = 9.50 =	\$358,350	\$358,350
VEHICLE SUPPLIES	10372563 - 638600	1.00 12.00	Cost of parts and repairs to maintain fleet and equipment Fleet GPS	at at	180,000.00 = 845.00 =	\$190,140	\$190,140
WELDING SUPPLIES	10372563 - 638700	1.00	General tank supply	at	800.00 =	\$800	\$800
BUILDING MAINT SUPPLIES	10372563 - 638800	1.00	Supplies to maintain buildings	at	3,825.00 =	\$3,825	\$3,825
MISC SUPPLIES	10372563 - 639900	1.00	Street sign materials, sign posts, blanks, etc.	at	25,000.00 =	\$25,000	\$25,000
DUES & MEMBERSHIPS	10372564 - 642000	2.00	Apwa Membership for Director and Superintendent	at	190.00 =	\$380	\$380
MOTOR VEHICLES	10372565 - 651000	1.00	Diagnostics software for vehicles	at	8,500.00 =	\$8,500	\$8,500
HIGHWAY MAINTENANCE	10372565 - 651600	1.00	Paving	at	625,000.00 =	\$625,000	\$625,000
SIDEWALK MAINTENANCE	10372565 - 651610					\$75,000	\$75,000
TOTAL STREETS & SIDEWALKS						\$2,666,248	\$2,693,711

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - RUBBISH DISPOSAL							
ADVERTISING	10372662 - 621000	\$3,441	\$1,846	\$4,800	\$4,800	\$4,800	\$4,800
SOLID WASTE DISPOSAL	10372662 - 628100	\$1,196,325	\$1,284,616	\$1,298,640	\$1,304,640	\$1,315,040	\$1,316,640
RECYCLING WASTE DISPOSAL	10372662 - 628101	\$0	\$0	\$25,000	\$25,000	\$25,000	\$0
		\$1,199,766	\$1,286,462	\$1,328,440	\$1,334,440	\$1,344,840	\$1,321,440
GAS & OIL	10372663 - 632000	\$7,295	\$8,310	\$5,500	\$0	\$0	\$0
TIRES	10372663 - 632500	\$0	\$0	\$2,000	\$2,000	\$2,000	\$2,000
HOUSEHOLD SUPPLIES	10372663 - 635500	\$12,747	\$30,884	\$2,500	\$2,500	\$2,500	\$2,500
		\$20,042	\$39,194	\$10,000	\$4,500	\$4,500	\$4,500
OTHER EQUIPMENT	10372665 - 656000	\$0	\$6,999	\$7,000	\$7,000	\$7,000	\$7,000
		\$0	\$6,999	\$7,000	\$7,000	\$7,000	\$7,000
TRANSFER OUT	10372688 - 900001	\$30,000	\$28,000	\$0	\$0	\$0	\$0
		\$30,000	\$28,000	\$0	\$0	\$0	\$0
TOTAL RUBBISH DISPOSAL		\$1,249,809	\$1,360,655	\$1,345,440	\$1,345,940	\$1,356,340	\$1,332,940

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - RUBBISH DISPOSAL			
ADVERTISING	10372662 - 621000		
	1.00 Advertising and promotion of the recycling program	3,000.00 =	\$4,800
	8.00 Advertising costs during snowstorms	225.00 =	\$4,800
SOLID WASTE DISPOSAL	10372662 - 628100		
	52.00 (4) Food Waste Collection Sites - Weekly Pick up and Transportation to Ecomaine	200.00 =	\$1,315,040
	6,000.00 Tipping Fee ecomaine	70.50 =	\$1,316,640
	12.00 Weekly curbside collection of solid waste/recyclable material. (COLA 1.5% increase estimate)	72,500.00 =	
	12.00 Weekly dumpster pick up	970.00 =	
RECYCLING WASTE DISPOSAL	10372662 - 628101		
	1.00 Recycling Waste Disposal Revenue Sharing	25,000.00 =	\$25,000
TIRES	10372663 - 632500		
	1.00 Tires and tubes for waste packers	2,000.00 =	\$2,000
HOUSEHOLD SUPPLIES	10372663 - 635500		
	1.00 Rubbish Bin parts/replacement	2,500.00 =	\$2,500
OTHER EQUIPMENT	10372665 - 656000		
	1.00 Recollect Software	7,000.00 =	\$7,000
TOTAL RUBBISH DISPOSAL			\$1,356,340
			\$1,332,940

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - PUBLIC WORKS VEHICLE MAINT							
HOURLY	10372761 - 611000	\$171,751	\$191,616	\$212,381	\$214,248	\$200,932	\$200,932
OVERTIME	10372761 - 612500	\$11,986	\$27,571	\$32,240	\$32,240	\$32,240	\$32,240
		\$183,737	\$219,187	\$244,621	\$246,488	\$233,172	\$233,172
WATER & SEWER	10372762 - 622400	\$1,966	\$2,082	\$1,980	\$10,800	\$10,800	\$10,800
ELECTRIC	10372762 - 622500	\$11,121	\$12,463	\$15,920	\$10,944	\$10,944	\$10,944
CLEANING	10372762 - 625000	\$7,319	\$5,269	\$8,000	\$8,000	\$8,000	\$8,000
BUILDING MAINTENANCE	10372762 - 627500	\$1,738	\$2,725	\$9,700	\$9,700	\$5,000	\$5,000
CONTRACT	10372762 - 628802	\$7,462	\$0	\$0	\$0	\$0	\$0
		\$29,606	\$22,539	\$35,600	\$39,444	\$34,744	\$34,744
HEATING FUEL	10372763 - 631500	\$9,918	\$11,171	\$14,960	\$14,960	\$14,960	\$14,960
VEHICLE WASH	10372763 - 632501	\$0	\$0	\$0	\$364	\$364	\$364
CLOTHING	10372763 - 634500	\$631	\$243	\$1,000	\$1,000	\$1,000	\$1,000
SMALL TOOLS	10372763 - 636000	\$7,743	\$3,236	\$4,000	\$4,000	\$4,000	\$4,000
WELDING SUPPLIES	10372763 - 638700	\$2,825	\$1,649	\$3,000	\$3,000	\$3,000	\$3,000
		\$21,117	\$16,299	\$22,960	\$23,324	\$23,324	\$23,324
OTHER EQUIPMENT	10372765 - 656000	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775
		\$3,775	\$3,775	\$3,775	\$3,775	\$3,775	\$3,775
TRANSFER OUT	10372788 - 900001	\$30,000	\$0	\$0	\$0	\$0	\$0
		\$30,000	\$0	\$0	\$0	\$0	\$0
TOTAL PUBLIC WORKS VEHICLE MAINT		\$268,234	\$261,800	\$306,956	\$313,031	\$295,015	\$295,015

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - PUBLIC WORKS VEHICLE MAINT			
HOURLY	10372761 - 611000 2 PWD MECHANIC 1 MECHANIC II 1 MECHANIC I	\$200,932	\$200,932
OVERTIME	10372761 - 612500 1.00 Overtime 1,151 hours @ 28 = 32,240	\$32,240	\$32,240
WATER & SEWER	10372762 - 622400 12.00 12 Months estimated water and sewer usage Vehicle Wash Impact	\$10,800	\$10,800
ELECTRIC	10372762 - 622500 12.00 Municipal Services Facility (24% Allocation)	\$10,944	\$10,944
CLEANING	10372762 - 625000 1.00 Cleaning costs of mechanics uniforms	\$8,000	\$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.	\$5,000	\$5,000
HEATING FUEL	10372763 - 631500 1.00 Additional heating costs relating to MSF new building 9,200.00 Natural Gas	\$14,960	\$14,960
VEHICLE WASH	10372763 - 632501 52.00	\$364	\$364
CLOTHING	10372763 - 634500 1.00 Foul weather gear for mechanics	\$1,000	\$1,000
SMALL TOOLS	10372763 - 636000 1.00 Miscellaneous tools needed for repairs	\$4,000	\$4,000
WELDING SUPPLIES	10372763 - 638700 1.00 Welding supplies needed for vehicle repairs	\$3,000	\$3,000
OTHER EQUIPMENT	10372765 - 656000 1.00 Work order software	\$3,775	\$3,775
TOTAL PUBLIC WORKS VEHICLE MAINT		\$295,015	\$295,015

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - TRANSFER FACILITY							
HOURLY	10372861 - 611000	\$91,445	\$92,798	\$95,693	\$94,248	\$94,248	\$94,248
OVERTIME	10372861 - 612500	\$18,245	\$16,998	\$18,000	\$18,000	\$18,000	\$18,000
		\$109,690	\$109,796	\$113,693	\$112,248	\$112,248	\$112,248
ADVERTISING	10372862 - 621000	\$1,338	\$1,762	\$1,500	\$1,500	\$1,500	\$1,500
TELEPHONE	10372862 - 622000	\$275	\$0	\$444	\$444	\$444	\$444
WATER & SEWER	10372862 - 622400	\$200	\$266	\$144	\$360	\$360	\$360
ELECTRIC	10372862 - 622500	\$1,847	\$1,105	\$2,700	\$2,280	\$2,280	\$2,280
EQUIPMENT RENTAL	10372862 - 626000	\$0	\$0	\$10,300	\$10,300	\$10,300	\$10,300
SOLID WASTE DISPOSAL	10372862 - 628100	\$224,835	\$135,212	\$130,000	\$138,000	\$138,000	\$138,000
CONTRACT	10372862 - 628802	\$18,556	\$6,101	\$9,800	\$9,800	\$9,800	\$9,800
		\$247,051	\$144,446	\$154,888	\$162,684	\$162,684	\$162,684
OFFICE SUPPLIES	10372863 - 630500	\$57	\$39	\$200	\$200	\$200	\$200
HEATING FUEL	10372863 - 631500	\$2,334	\$0	\$770	\$770	\$770	\$770
GAS & OIL	10372863 - 632000	\$6,756	\$360	\$11,000	\$10,500	\$10,500	\$10,500
VEHICLE WASH	10372863 - 632501	\$0	\$0	\$0	\$1,092	\$1,092	\$1,092
BUILDING MAINT SUPPLIES	10372863 - 638800	\$7,031	\$6,084	\$1,000	\$1,000	\$1,000	\$1,000
		\$16,179	\$6,483	\$12,970	\$13,562	\$13,562	\$13,562
MOTOR VEHICLES	10372865 - 651000	\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500
		\$0	\$0	\$2,500	\$2,500	\$2,500	\$2,500
TOTAL TRANSFER FACILITY		\$372,920	\$260,726	\$284,051	\$290,994	\$290,994	\$290,994

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC WORKS - TRANSFER FACILITY			
HOURLY	10372861 - 611000 2 EQUIP OPERATOR II	\$94,248	\$94,248
OVERTIME	10372861 - 612500 1.00 Overtime at 18,000.00 =	\$18,000	\$18,000
ADVERTISING	10372862 - 621000 1.00 Transfer Station advertisements at 1,500.00 =	\$1,500	\$1,500
TELEPHONE	10372862 - 622000 12.00 Telephone service at 37.00 =	\$444	\$444
WATER & SEWER	10372862 - 622400 12.00 Water service at 30.00 =	\$360	\$360
ELECTRIC	10372862 - 622500 12.00 Municipal Services Facility (5% Allocation) at 190.00 =	\$2,280	\$2,280
EQUIPMENT RENTAL	10372862 - 626000 1.00 Landfill Monitoring at 3,000.00 = 1.00 Grinding and screening machine for composting and mixing for loam product at 7,000.00 = 1.00 Septic tank maintenance at 300.00 =	\$10,300	\$10,300
SOLID WASTE DISPOSAL	10372862 - 628100 1.00 Disposal of tires, shingles, sheetrock, wood and other materials. Grinding brush. at 130,000.00 = 1.00 Grass & Leaf Overage Disposal at 8,000.00 =	\$138,000	\$138,000
CONTRACT	10372862 - 628802 1.00 Annual Closed Landfill Testing and Maintenance Plan at 9,800.00 =	\$9,800	\$9,800
OFFICE SUPPLIES	10372863 - 630500 1.00 Office Supplies at 200.00 =	\$200	\$200
HEATING FUEL	10372863 - 631500 350.00 PROPANE at 2.20 =	\$770	\$770
GAS & OIL	10372863 - 632000 5,250.00 Diesel fuel at 2.00 =	\$10,500	\$10,500
VEHICLE WASH	10372863 - 632501 156.00 at 7.00 =	\$1,092	\$1,092
BUILDING MAINT SUPPLIES	10372863 - 638800 1.00 Repairs to attendant's building at 1,000.00 =	\$1,000	\$1,000
MOTOR VEHICLES	10372865 - 651000 1.00 Vehicle maintenance for rolloff truck at 2,500.00 =	\$2,500	\$2,500
TOTAL TRANSFER FACILITY		\$290,994	\$290,994

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC LIBRARY - MAIN LIBRARY							
HOURLY	10476161 - 611000	\$296,641	\$301,039	\$317,851	\$380,670	\$331,785	\$331,785
SALARY	10476161 - 611500	\$137,360	\$140,647	\$142,910	\$145,769	\$145,769	\$145,769
TEMPORARY HELP	10476161 - 612000	\$12,289	\$10,415	\$5,540	\$5,540	\$5,540	\$5,540
OVERTIME	10476161 - 612500	\$177	\$0	\$0	\$0	\$0	\$0
		\$446,466	\$452,101	\$466,301	\$531,979	\$483,094	\$483,094
PRINTING & BINDING	10476162 - 620500	\$399	\$474	\$500	\$500	\$500	\$500
TELEPHONE	10476162 - 622000	\$2,392	\$1,920	\$2,293	\$2,293	\$2,293	\$2,293
WATER & SEWER	10476162 - 622400	\$1,065	\$912	\$864	\$924	\$924	\$924
ELECTRIC	10476162 - 622500	\$15,316	\$17,493	\$16,860	\$23,400	\$23,400	\$23,400
SUBSCRIPTIONS	10476162 - 624500	\$1,174	\$1,342	\$2,000	\$1,400	\$1,400	\$1,400
EQUIPMENT MAINTENANCE	10476162 - 627000	\$1,352	\$950	\$1,120	\$1,120	\$1,120	\$1,120
BUILDING MAINTENANCE	10476162 - 627500	\$7,079	\$18,719	\$13,340	\$13,340	\$13,340	\$13,340
EVENTS/SHOWS	10476162 - 628400	\$0	\$1,100	\$3,000	\$3,000	\$3,000	\$3,000
CONTRACTED SERVICES	10476162 - 628800	\$8,659	\$9,409	\$8,232	\$10,247	\$10,247	\$10,247
		\$37,437	\$52,319	\$48,209	\$56,224	\$56,224	\$56,224
OFFICE SUPPLIES	10476163 - 630500	\$10,332	\$9,416	\$11,000	\$11,000	\$11,000	\$11,000
HEATING FUEL	10476163 - 631500	\$5,286	\$6,421	\$10,048	\$10,048	\$10,048	\$10,048
HOUSEHOLD SUPPLIES	10476163 - 635500	\$88	\$109	\$1,300	\$1,300	\$1,300	\$1,300
CLEANING SUPPLIES	10476163 - 636500	\$5	\$786	\$1,500	\$1,500	\$1,500	\$1,500
BOOKS	10476163 - 638200	\$0	\$0	\$71,500	\$71,500	\$71,500	\$71,500
BOOKS - ADULT	10476163 - 638201	\$43,861	\$46,817	\$0	\$0	\$0	\$0
BOOKS - YOUNG ADULT	10476163 - 638202	\$2,892	\$567	\$0	\$0	\$0	\$0
BOOKS - CHILDREN	10476163 - 638203	\$8,740	\$8,754	\$0	\$0	\$0	\$0
AUDIO VISUAL SUPPLIES	10476163 - 638300	\$0	\$-19	\$17,200	\$17,200	\$17,200	\$17,200
AUDIO VISUAL SUPPLIES - ADULT	10476163 - 638301	\$12,221	\$11,755	\$0	\$0	\$0	\$0
AUDIO VISUAL SUP - YOUNG	10476163 - 638302	\$0	\$377	\$0	\$0	\$0	\$0
AUDIO VISUAL SUP - CHILDREN	10476163 - 638303	\$1,786	\$2,345	\$0	\$0	\$0	\$0
		\$85,210	\$87,326	\$112,548	\$112,548	\$112,548	\$112,548
DUES & MEMBERSHIPS	10476164 - 642000	\$0	\$0	\$100	\$200	\$200	\$200
		\$0	\$0	\$100	\$200	\$200	\$200
COMPUTER SOFTWARE	10476165 - 650300	\$150	\$0	\$1,000	\$1,000	\$1,000	\$1,000
COMPUTER HARDWARE	10476165 - 650400	\$447	\$470	\$4,000	\$4,000	\$2,000	\$2,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
OFFICE EQUIPMENT	10476165 - 650500	\$10,622	\$1,105	\$2,000	\$2,000	\$2,000	\$2,000
		\$11,219	\$1,575	\$7,000	\$7,000	\$5,000	\$5,000
TRANSFER OUT	10476188 - 900001	\$1,660	\$1,792	\$1,792	\$1,792	\$1,792	\$1,792
		\$1,660	\$1,792	\$1,792	\$1,792	\$1,792	\$1,792
TOTAL MAIN LIBRARY		\$581,992	\$595,113	\$635,950	\$709,743	\$658,858	\$658,858

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</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		
SALARY	10476161 - 611500	\$145,769	\$145,769
	1 LIBRARY DIRECTOR		
	1 DEPUTY LIBRARY DIRECTOR		
TEMPORARY HELP	10476161 - 612000	\$5,540	\$5,540
	1.00 Coverage for vacation, sick time, programs and conferences. 11.90/hr X 695 hrs.		
PRINTING & BINDING	10476162 - 620500	\$500	\$500
	1.00 Printing, miscellaneous		
TELEPHONE	10476162 - 622000	\$2,293	\$2,293
	12.00 Conversant/Avaya & fax		
	1.00 Long distance		
WATER & SEWER	10476162 - 622400	\$924	\$924
	12.00 Water & sewer		
ELECTRIC	10476162 - 622500	\$23,400	\$23,400
	12.00 Electricity		
SUBSCRIPTIONS	10476162 - 624500	\$1,400	\$1,400
	1.00 Ebsco Subscription Services(periodicals)		
EQUIPMENT MAINTENANCE	10476162 - 627000	\$1,120	\$1,120
	2.00 Photocopier		
	1.00 Reader / Printer service		
BUILDING MAINTENANCE	10476162 - 627500	\$13,340	\$13,340
	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		
EVENTS/SHOWS	10476162 - 628400	\$3,000	\$3,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
CONTRACTED SERVICES	10476162 - 628800	4.00	Elevator Preventative Maintenance	at	170.00 =	\$10,247	\$10,247
		1.00	Fire Extinguisher Inspection	at	330.00 =		
		4.00	HVAC Preventative Maintenance	at	800.00 =		
		1.00	Minerva (Maine InfoNet)	at	3,400.00 =		
		1.00	PHAROS	at	899.00 =		
		1.00	Quarterly interlibrary loan delivery service	at	1,450.00 =		
		2.00	Security Alarm Monitoring	at	144.00 =		
OFFICE SUPPLIES	10476163 - 630500	1.00	Office Supplies	at	2,500.00 =	\$11,000	\$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	\$10,048
HOUSEHOLD SUPPLIES	10476163 - 635500	1.00	High output bulbs, paper products, mops, etc.	at	1,300.00 =	\$1,300	\$1,300
CLEANING SUPPLIES	10476163 - 636500	1.00	Soap, disinfectants, Windex, floor wax, stripper, etc.	at	1,500.00 =	\$1,500	\$1,500
BOOKS	10476163 - 638200					\$71,500	\$71,500
AUDIO VISUAL SUPPLIES	10476163 - 638300					\$17,200	\$17,200
DUES & MEMBERSHIPS	10476164 - 642000	1.00	American Library Association Membership	at	75.00 =	\$200	\$200
		1.00	ME State Library Association	at	125.00 =		
COMPUTER SOFTWARE	10476165 - 650300	1.00	Software for patron & staff needs	at	1,000.00 =	\$1,000	\$1,000
COMPUTER HARDWARE	10476165 - 650400	1.00	Computer Reserve	at	2,000.00 =	\$2,000	\$2,000
OFFICE EQUIPMENT	10476165 - 650500	1.00	Library Furniture replacement	at	2,000.00 =	\$2,000	\$2,000
TRANSFER OUT	10476188 - 900001	11.00	Avaya Replacement 11 Phones @ \$6 x 12 months	at	72.00 =	\$1,792	\$1,792
		1.00	Photocopier - Equipment Reserve	at	1,000.00 =		
TOTAL MAIN LIBRARY						\$658,858	\$658,858

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC LIBRARY - BRANCH LIBRARY							
HOURLY	10476261 - 611000	\$45,074	\$36,088	\$40,381	\$41,434	\$41,434	\$41,434
TEMPORARY HELP	10476261 - 612000	\$1,719	\$1,800	\$2,002	\$2,002	\$2,002	\$2,002
OVERTIME	10476261 - 612500	\$0	\$73	\$0	\$0	\$0	\$0
		\$46,793	\$37,961	\$42,383	\$43,436	\$43,436	\$43,436
TELEPHONE	10476262 - 622000	\$890	\$768	\$971	\$971	\$971	\$971
WATER & SEWER	10476262 - 622400	\$485	\$475	\$600	\$600	\$600	\$600
ELECTRIC	10476262 - 622500	\$1,822	\$1,705	\$1,824	\$2,040	\$2,040	\$2,040
SUBSCRIPTIONS	10476262 - 624500	\$0	\$33	\$208	\$208	\$208	\$208
EQUIPMENT MAINTENANCE	10476262 - 627000	\$5	\$6	\$100	\$100	\$100	\$100
BUILDING MAINTENANCE	10476262 - 627500	\$1,036	\$191	\$2,050	\$2,050	\$2,050	\$2,050
CONTRACTED SERVICES	10476262 - 628800	\$1,006	\$1,006	\$1,000	\$1,000	\$1,000	\$1,000
		\$5,244	\$4,183	\$6,753	\$6,969	\$6,969	\$6,969
OFFICE SUPPLIES	10476263 - 630500	\$253	\$242	\$500	\$500	\$500	\$500
HEATING FUEL	10476263 - 631500	\$2,407	\$3,321	\$5,460	\$5,460	\$5,460	\$5,460
HOUSEHOLD SUPPLIES	10476263 - 635500	\$0	\$0	\$150	\$150	\$150	\$150
CLEANING SUPPLIES	10476263 - 636500	\$0	\$0	\$100	\$100	\$100	\$100
BOOKS - ADULT	10476263 - 638201	\$4,851	\$6,383	\$0	\$0	\$0	\$0
BOOKS - CHILDREN	10476263 - 638203	\$1,648	\$1,372	\$0	\$0	\$0	\$0
AUDIO VISUAL SUPPLIES	10476263 - 638300	\$154	\$172	\$0	\$0	\$0	\$0
		\$9,313	\$11,491	\$6,210	\$6,210	\$6,210	\$6,210
COMPUTER HARDWARE	10476265 - 650400	\$0	\$0	\$1,250	\$1,250	\$1,250	\$1,250
OFFICE EQUIPMENT	10476265 - 650500	\$0	\$0	\$750	\$750	\$750	\$750
		\$0	\$0	\$2,000	\$2,000	\$2,000	\$2,000
TRANSFER OUT	10476288 - 900001	\$180	\$216	\$216	\$216	\$216	\$216
		\$180	\$216	\$216	\$216	\$216	\$216
TOTAL BRANCH LIBRARY		\$61,530	\$53,851	\$57,562	\$58,831	\$58,831	\$58,831

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PUBLIC LIBRARY - BRANCH LIBRARY							
HOURLY	10476261 - 611000	6 LIBRARY AIDE I				\$41,434	\$41,434
TEMPORARY HELP	10476261 - 612000	1.00 Coverage for vacation, sick time, programs and conferences 12.63/hr x 317 hrs	at	2,002.00 =		\$2,002	\$2,002
TELEPHONE	10476262 - 622000	12.00 Conversant/Avaya & fax 1.00 Long distance	at	76.75 = 50.00 =		\$971	\$971
WATER & SEWER	10476262 - 622400	12.00 Water & sewer charges for Branch Library	at	50.00 =		\$600	\$600
ELECTRIC	10476262 - 622500	12.00 Electricity	at	170.00 =		\$2,040	\$2,040
SUBSCRIPTIONS	10476262 - 624500	1.00 Subscription to the PPH/MST	at	208.00 =		\$208	\$208
EQUIPMENT MAINTENANCE	10476262 - 627000	1.00 Photocopier	at	100.00 =		\$100	\$100
BUILDING MAINTENANCE	10476262 - 627500	1.00 Electrical 1.00 HVAC Maintenance 1.00 Plumbing, paint, misc maintenance	at	750.00 = 900.00 = 400.00 =		\$2,050	\$2,050
CONTRACTED SERVICES	10476262 - 628800	1.00 Minerva (State Library - I Net)	at	1,000.00 =		\$1,000	\$1,000
OFFICE SUPPLIES	10476263 - 630500	1.00 Office Supplies 1.00 Paper 1.00 Processing Supplies	at	200.00 = 100.00 = 200.00 =		\$500	\$500
HEATING FUEL	10476263 - 631500	2,100.00 Propane	at	2.60 =		\$5,460	\$5,460
HOUSEHOLD SUPPLIES	10476263 - 635500	1.00 Toilet tissue, paper towels, light bulbs	at	150.00 =		\$150	\$150
CLEANING SUPPLIES	10476263 - 636500	1.00 Miscellaneous cleaning supplies	at	100.00 =		\$100	\$100
COMPUTER HARDWARE	10476265 - 650400	1.00 Computer	at	1,250.00 =		\$1,250	\$1,250
OFFICE EQUIPMENT	10476265 - 650500	1.00 Library Furniture	at	750.00 =		\$750	\$750
TRANSFER OUT	10476288 - 900001	3.00 Avaya Replacement 3 Phones @ \$6 x 12 months	at	72.00 =		\$216	\$216

City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
TOTAL BRANCH LIBRARY		\$58,831	\$58,831

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - ADMINISTRATION							
HOURLY	10477061 - 611000	\$41,854	\$42,478	\$43,162	\$45,689	\$45,689	\$45,689
SALARY	10477061 - 611500	\$69,541	\$93,756	\$147,415	\$84,932	\$84,932	\$84,932
TEMPORARY HELP	10477061 - 612000	\$6,188	\$4,175	\$1,500	\$1,500	\$1,500	\$1,500
OVERTIME	10477061 - 612500	\$532	\$46	\$250	\$200	\$200	\$200
		\$118,114	\$140,455	\$192,327	\$132,321	\$132,321	\$132,321
TELEPHONE	10477062 - 622000	\$1,799	\$1,798	\$5,916	\$5,916	\$5,916	\$5,916
EQUIPMENT RENTAL	10477062 - 626000	\$890	\$638	\$6,280	\$2,280	\$2,280	\$2,280
EQUIPMENT MAINTENANCE	10477062 - 627000	\$12,843	\$31,431	\$16,190	\$9,940	\$9,940	\$9,940
CONTRACTED SERVICES	10477062 - 628800	\$1,561	\$3,121	\$0	\$4,000	\$4,000	\$4,000
		\$17,092	\$36,988	\$28,386	\$22,136	\$22,136	\$22,136
OFFICE SUPPLIES	10477063 - 630500	\$1,352	\$1,143	\$1,200	\$1,200	\$1,200	\$1,200
PRINTING SUPPLIES	10477063 - 631000	\$829	\$329	\$1,500	\$1,500	\$1,500	\$1,500
		\$2,181	\$1,473	\$2,700	\$2,700	\$2,700	\$2,700
TRANSFER OUT	10477088 - 900001	\$1,080	\$1,296	\$1,296	\$1,296	\$1,296	\$1,296
		\$1,080	\$1,296	\$1,296	\$1,296	\$1,296	\$1,296
TOTAL ADMINISTRATION		\$138,468	\$180,211	\$224,709	\$158,453	\$158,453	\$158,453

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - ADMINISTRATION			
HOURLY	10477061 - 611000 1 PARKS REC ADMIN ASSISTANT	\$45,689	\$45,689
SALARY	10477061 - 611500 1 PARKS & REC DIRECTOR	\$84,932	\$84,932
TEMPORARY HELP	10477061 - 612000 1.00 SPTV Filming of Various Events at 1,500.00 =	\$1,500	\$1,500
OVERTIME	10477061 - 612500 1.00 at 200.00 =	\$200	\$200
TELEPHONE	10477062 - 622000 1.00 Conversant/Avaya & fax at 5,172.00 = 12.00 Directors Cell Phones at 62.00 =	\$5,916	\$5,916
EQUIPMENT RENTAL	10477062 - 626000 1.00 12 Months Copier Lease Maintenance at 1,280.00 = 1.00 RENTAL OF PORTABLE TOILETS at 1,000.00 =	\$2,280	\$2,280
EQUIPMENT MAINTENANCE	10477062 - 627000 12.00 Computer maintenance / replacement at 370.00 = 1.00 My-Rec Update Contract at 5,500.00 =	\$9,940	\$9,940
CONTRACTED SERVICES	10477062 - 628800 1.00 Power DMS Contract at 4,000.00 = Moved from Equipment Maintenance Account	\$4,000	\$4,000
OFFICE SUPPLIES	10477063 - 630500 1.00 General Office Supplies at 1,200.00 =	\$1,200	\$1,200
PRINTING SUPPLIES	10477063 - 631000 1.00 1 Copier Toner at 200.00 = 1.00 1 Paper for Copier at 1,300.00 =	\$1,500	\$1,500
TRANSFER OUT	10477088 - 900001 18.00 Avaya Replacement at 72.00 = 18 Phones @ \$6 x 12 months	\$1,296	\$1,296
TOTAL ADMINISTRATION		\$158,453	\$158,453

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - PARKS							
HOURLY	10477561 - 611000	\$475,796	\$489,443	\$521,053	\$548,219	\$548,219	\$548,219
SALARY	10477561 - 611500	\$136,808	\$136,529	\$138,711	\$124,678	\$124,678	\$124,678
TEMPORARY HELP	10477561 - 612000	\$134,705	\$121,217	\$202,000	\$202,000	\$148,000	\$151,500
OVERTIME	10477561 - 612500	\$24,195	\$15,859	\$33,000	\$33,000	\$28,000	\$28,000
		\$771,504	\$763,048	\$894,764	\$907,897	\$848,897	\$852,397
PRINTING & BINDING	10477562 - 620500	\$48	\$107	\$150	\$150	\$150	\$150
TELEPHONE	10477562 - 622000	\$5,846	\$5,097	\$8,674	\$8,674	\$8,674	\$8,674
WATER & SEWER	10477562 - 622400	\$17,676	\$19,893	\$12,297	\$17,279	\$17,279	\$17,279
ELECTRIC	10477562 - 622500	\$9,237	\$11,594	\$13,990	\$17,506	\$17,506	\$17,506
SUBSCRIPTIONS	10477562 - 624500	\$127	\$150	\$180	\$180	\$180	\$180
EQUIPMENT RENTAL	10477562 - 626000	\$7,563	\$2,760	\$3,600	\$3,600	\$3,600	\$3,600
MOTOR VEHICLE MAINT	10477562 - 626500	\$9,118	\$9,734	\$8,700	\$11,150	\$11,150	\$11,150
EQUIPMENT MAINTENANCE	10477562 - 627000	\$3,640	\$4,973	\$6,125	\$6,700	\$6,700	\$6,700
RADIO MAINTENANCE	10477562 - 627100	\$0	\$225	\$750	\$750	\$750	\$750
BUILDING MAINTENANCE	10477562 - 627500	\$3,187	\$1,910	\$3,610	\$3,610	\$3,610	\$3,610
SIGN MAINTENANCE	10477562 - 627700	\$464	\$68	\$1,000	\$3,000	\$3,000	\$3,000
TREE SERVICE	10477562 - 628500	\$48,291	\$39,372	\$44,800	\$60,000	\$49,200	\$49,200
CONTRACTED SERVICES	10477562 - 628800	\$14,621	\$8,789	\$13,450	\$21,800	\$6,800	\$6,800
		\$119,818	\$104,672	\$117,326	\$154,399	\$128,599	\$128,599
OFFICE SUPPLIES	10477563 - 630500	\$531	\$1,413	\$1,150	\$1,150	\$1,150	\$1,150
HEATING FUEL	10477563 - 631500	\$7,727	\$5,629	\$12,600	\$12,600	\$12,600	\$12,600
GAS & OIL	10477563 - 632000	\$29,574	\$24,598	\$25,650	\$25,650	\$25,650	\$25,650
TIRES	10477563 - 632500	\$6,027	\$6,807	\$8,000	\$6,000	\$6,000	\$6,000
VEHICLE WASH	10477563 - 632501	\$0	\$0	\$0	\$1,552	\$1,552	\$1,552
CLOTHING	10477563 - 634500	\$7,420	\$9,131	\$9,470	\$9,470	\$9,470	\$9,470
MEDICAL & LAB SUPPLIES	10477563 - 635000	\$2,669	\$2,600	\$2,700	\$2,700	\$2,700	\$2,700
HOUSEHOLD SUPPLIES	10477563 - 635500	\$2,105	\$3,050	\$4,500	\$4,500	\$4,500	\$4,500
SMALL TOOLS	10477563 - 636000	\$3,746	\$2,719	\$3,750	\$3,750	\$3,750	\$3,750
CLEANING SUPPLIES	10477563 - 636500	\$15	\$62	\$200	\$200	\$200	\$200
AGRICULTURE SUPPLIES	10477563 - 637000	\$52,496	\$63,031	\$61,000	\$79,500	\$69,500	\$69,500
CONSTRUCTION SUPPLIES	10477563 - 638500	\$30,407	\$27,658	\$27,500	\$32,000	\$32,000	\$32,000
VEHICLE SUPPLIES	10477563 - 638600	\$34,151	\$49,123	\$40,000	\$42,500	\$40,000	\$40,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
BUILDING MAINT SUPPLIES	10477563 - 638800	\$12,983	\$14,564	\$18,233	\$21,533	\$20,533	\$20,533
		\$189,851	\$210,385	\$214,753	\$243,105	\$229,605	\$229,605
RENT	10477564 - 641000	\$34,088	\$34,676	\$34,747	\$34,747	\$34,747	\$34,747
DUES & MEMBERSHIPS	10477564 - 642000	\$1,231	\$833	\$1,085	\$1,085	\$1,085	\$1,085
CONTRIBUTIONS	10477564 - 643000	\$20,332	\$22,135	\$20,722	\$20,722	\$20,722	\$20,722
		\$55,651	\$57,644	\$56,554	\$56,554	\$56,554	\$56,554
MOTOR VEHICLES	10477565 - 651000	\$0	\$0	\$4,200	\$4,200	\$6,900	\$6,900
RECREATIONAL EQUIPMENT	10477565 - 655000	\$11,690	\$3,595	\$0	\$0	\$0	\$0
AGRICULTURAL EQUIPMENT	10477565 - 655500	\$2,624	\$1,239	\$2,625	\$2,625	\$2,625	\$2,625
		\$14,314	\$4,834	\$6,825	\$6,825	\$9,525	\$9,525
TRANSFER OUT	10477588 - 900001	\$780	\$936	\$936	\$936	\$936	\$936
		\$780	\$936	\$936	\$936	\$936	\$936
TOTAL PARKS		\$1,151,918	\$1,141,520	\$1,291,158	\$1,369,716	\$1,274,116	\$1,277,616

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>			<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - PARKS						
HOURLY	10477561 - 611000	1 MECHANIC II 1 PARKS REC ADMIN ASSISTANT 1 PARK FOREMAN 8 SENIOR PARK MAINTAINER 2 PARKS AND REC LABORER			\$548,219	\$548,219
SALARY	10477561 - 611500	1 PARKS ASSIST SUPERINTENDENT 1 PARKS & REC DEPUTY DIRECTOR			\$124,678	\$124,678
TEMPORARY HELP	10477561 - 612000	10.00 Lifeguards 5,000.00 Seasonal (Peak) Positions 5,000.00 Seasonal Shoulder Positions	at at at	1,800.00 = 12.50 = 13.50 =	\$148,000	\$151,500
OVERTIME	10477561 - 612500	1.00 Overtime Hours 1137.5 HRS AT \$29	at	28,000.00 =	\$28,000	\$28,000
PRINTING & BINDING	10477562 - 620500	1.00 Time Card Replacement/work forms	at	150.00 =	\$150	\$150
TELEPHONE	10477562 - 622000	12.00 12 Months-7.3 Cellphones 12.00 12 Months - Cell Phone (6) 12.00 Conversant/Avaya 1.00 Long distance 1.00 Replacement Phones/Accessories	at at at at at	109.50 = 280.00 = 275.00 = 400.00 = 300.00 =	\$8,674	\$8,674
WATER & SEWER	10477562 - 622400	1.00 Annual Cost - Beach House 1.00 Annual Cost - GE Erskine Park 1.00 Annual Cost - H.S. Field Very dry summers 1.00 Annual Cost - Mahoney 1.00 Annual Cost - Mahoney #2 1.00 Annual Cost - Memorial 1.00 Annual Cost - Mill Creek Draining and re-filling the pond more often, due to more events in the park, and 1.00 Annual Cost - Thomas Knight Park	at at at at at at at at at	988.00 = 510.00 = 4,000.00 = 936.00 = 385.00 = 1,500.00 = 8,100.00 = 860.00 =	\$17,279	\$17,279

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>			<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
ELECTRIC	10477562 - 622500	12.00	Bug Light Park	at	50.00 =	\$17,506	\$17,506
		12.00	Mill Creek Park	at	140.00 =		
		12.00	Municipal Services Facility (19% Allocation)	at	722.00 =		
		12.00	Pillsbury @ Cottage	at	20.00 =		
		12.00	Thomas Knight Park	at	20.00 =		
		1.00	Thornton Hts.	at	250.00 =		
		12.00	Wainwright Farms	at	410.00 =		
		12.00	Willard Beach	at	46.00 =		
		12.00	Willard Sq. Park	at	30.00 =		
SUBSCRIPTIONS	10477562 - 624500	2.00	Horticulture, Hort Notes	at	20.00 =	\$180	\$180
		1.00	Portland Press Herald	at	140.00 =		
EQUIPMENT RENTAL	10477562 - 626000	1.00	Boom Mower Rental	at	2,600.00 =	\$3,600	\$3,600
		1.00	Misc. Equipment Rental	at	1,000.00 =		
MOTOR VEHICLE MAINT	10477562 - 626500	3.00	Brakes & Wheels Alignments	at	150.00 =	\$11,150	\$11,150
		1.00	Bucket Truck Inspection	at	800.00 =		
		5.00	Towing	at	120.00 =		
		7.00	Transmission Flush	at	400.00 =		
		1.00	Vehicle Outside Repairs update to 7 from 5 @ \$400 to \$500 per flush	at	6,500.00 =		
EQUIPMENT MAINTENANCE	10477562 - 627000	12.00	Backflow Preventer Inspections Increase from \$50 to \$60 per inspection	at	60.00 =	\$6,700	\$6,700
		1.00	Crane/Sling Chain Inspections	at	500.00 =		
		1.00	Office Equipment Service/Repairs	at	250.00 =		
		1.00	Pressure Tank Inspection	at	80.00 =		
		1.00	Tractor/Equipment Outsource Repairs	at	4,000.00 =		
		1.00	Fire Extinguisher Inspections	at	150.00 =		
		1.00	Vehcile Lift/Jack Stand Inspections New Lifts to inspect for new MSF building	at	1,000.00 =		
		1.00	Parts	at	750.00 =		
RADIO MAINTENANCE	10477562 - 627100	1.00	Parts	at	750.00 =	\$750	\$750
BUILDING MAINTENANCE	10477562 - 627500	1.00	Emergency Furnace Repairs	at	750.00 =	\$3,610	\$3,610
		1.00	Outsource Misc. Building Repairs	at	400.00 =		
		3.00	Yearly Furnace Cleanings	at	120.00 =		
		1.00	Beach house fire inspection	at	600.00 =		
		1.00	Plumbing/Electrical	at	1,500.00 =		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
SIGN MAINTENANCE	10477562 - 627700	1.00 Sign Maintenance	at	3,000.00 =		\$3,000	\$3,000
		Inventorying and updating signs in our parks					
TREE SERVICE	10477562 - 628500	350.00 2 Man Lift Crew	at	100.00 =		\$49,200	\$49,200
		40.00 Crane	at	145.00 =			
		100.00 Pulp Loader	at	40.00 =			
		1.00 Stump Grinding	at	4,400.00 =			
		Moved from Contracted Services					
CONTRACTED SERVICES	10477562 - 628800	1.00 Contract Irrigation Repairs	at	1,000.00 =		\$6,800	\$6,800
		1.00 Glass Repair	at	1,000.00 =			
		Mill Creek Gazebo vandal resistant Glass					
		1.00 Non-Building Related Electrical Repairs	at	4,000.00 =			
		Erskine and Dipietro Park repair and update Electrical					
		20.00 Water Quality Testing for Willard Beach	at	40.00 =			
OFFICE SUPPLIES	10477563 - 630500	1.00 General	at	1,150.00 =		\$1,150	\$1,150
HEATING FUEL	10477563 - 631500	1.00 Additional heating costs relating to MSF new building	at	3,000.00 =		\$12,600	\$12,600
		1,500.00 Fuel - Greenhouse	at	2.40 =			
		2,500.00 Fuel - Parks Office	at	2.40 =			
GAS & OIL	10477563 - 632000	4,000.00 Diesel	at	2.00 =		\$25,650	\$25,650
		8,500.00 Gas/Oil	at	1.90 =			
		1.00 Oil & Lube	at	1,500.00 =			
TIRES	10477563 - 632500	1.00 Over the Road Mowers	at	2,000.00 =		\$6,000	\$6,000
		1.00 Over the Road Tractors	at	2,500.00 =			
		1.00 Trucks	at	1,500.00 =			
VEHICLE WASH	10477563 - 632501	32.00	at	7.00 =		\$1,552	\$1,552
		332.00	at	4.00 =			
CLOTHING	10477563 - 634500	1.00 Lifeguard Suits/Jackets	at	600.00 =		\$9,470	\$9,470
		1.00 Mechanics Uniform Service/Allowance	at	750.00 =			
		1.00 Protective Clothing	at	1,200.00 =			
		1.00 Seasonal Employee Clothing	at	1,200.00 =			
		1.00 Uniform Union requirement	at	5,720.00 =			

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
MEDICAL & LAB SUPPLIES	10477563 - 635000	1.00 First Aid Supplies	at	1,000.00 =		\$2,700	\$2,700
		1.00 Safety Supplies	at	1,700.00 =			
HOUSEHOLD SUPPLIES	10477563 - 635500	1.00 Trash Bags, Paper Goods, Light bulbs	at	4,500.00 =		\$4,500	\$4,500
SMALL TOOLS	10477563 - 636000	1.00 Agricultural Tools	at	1,000.00 =		\$3,750	\$3,750
		1.00 General Shop Replacement	at	1,250.00 =			
		1.00 Mechanics Tool Allowance	at	500.00 =			
		1.00 ScanTool Updates	at	1,000.00 =			
CLEANING SUPPLIES	10477563 - 636500	1.00 Misc. Building and Vehicle Cleaning Supplies	at	200.00 =		\$200	\$200
AGRICULTURE SUPPLIES	10477563 - 637000	1.00 Athletic Field Fertilizer/Seed Organic Program	at	15,000.00 =		\$69,500	\$69,500
		More pounds of product per thousand square feet with organics as opposed to					
		1.00 Bark mulch and Compost	at	15,000.00 =			
		Dropped to use more sand for organic program					
		1.00 Clay, Infield Mix, Turface, Topdressing	at	20,000.00 =			
		Relying on more topdressing compost sand mixture due to organic program					
		1.00 Fertilizer/Seed and Misc Supplies	at	4,000.00 =			
		1.00 Plant Material	at	11,000.00 =			
		1.00 Sand, Stonedust, etc.	at	2,500.00 =			
		1.00 Tree Banding Materials	at	2,000.00 =			
		Winter Moth Eradication					
CONSTRUCTION SUPPLIES	10477563 - 638500	1.00 Miscellaneous Construction Supplies	at	5,000.00 =		\$32,000	\$32,000
		1.00 Blue Dye	at	500.00 =			
		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	5,000.00 =			
		1.00 Marking Paint	at	15,500.00 =			
		Increase due to more athletic events and tournaments needing more field paint					
		1.00 Paint Machine Parts	at	1,000.00 =			
		1.00 Site Furnishings Parts	at	1,000.00 =			
VEHICLE SUPPLIES	10477563 - 638600	1.00 Parts & Vehicle Repair Supplies	at	40,000.00 =		\$40,000	\$40,000
		Increased cost of maintaining vehicles					

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>			<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>	
BUILDING MAINT SUPPLIES	10477563 - 638800	1.00	Ice Melt Material	at	4,000.00 =	\$20,533	\$20,533
		1.00	Miscellaneous Building Maintenance Supplies	at	3,150.00 =		
		1.00	Cemetary Flags & Wreaths	at	4,583.00 =		
		1.00	Flag Replacement	at	800.00 =		
		1.00	Holiday Light Replacement	at	2,000.00 =		
			Replace aging lights and add holiday lights to additional parks				
		1.00	Playground Parts	at	2,000.00 =		
		1.00	Trash Barrel Replacement	at	2,000.00 =		
			Need to replace old barrels that have passed their useful life				
1.00	Wainwright Maintenance Building	at	2,000.00 =				
RENT	10477564 - 641000	1.00	Bug Light Park 007+/000+/002D	at	12,053.00 =	\$34,747	\$34,747
		1.00	Bug Light Park 007+/000+/002E	at	22,694.00 =		
DUES & MEMBERSHIPS	10477564 - 642000	1.00	Arbor Day Foundation	at	15.00 =	\$1,085	\$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	\$20,722
		1.00	Calvary Cemetary Maintenance and Veteran flags	at	11,559.00 =		
		1.00	Mount Pleasant Cemetary Maintenance	at	8,243.00 =		
MOTOR VEHICLES	10477565 - 651000	12.00	EV lease for Parks Superintendent	at	575.00 =	\$6,900	\$6,900
AGRICULTURAL EQUIPMENT	10477565 - 655500	1.00	chain saw replacement	at	600.00 =	\$2,625	\$2,625
		1.00	Rotary Mowers	at	1,600.00 =		
		1.00	String Line Trimmer Replacement	at	425.00 =		
			String Line cost increase				
TRANSFER OUT	10477588 - 900001	13.00	Avaya Replacement 13 Phones @ \$6 x 12 months	at	72.00 =	\$936	\$936
TOTAL PARKS						\$1,274,116	\$1,277,616

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - POOL							
HOURLY	10477661 - 611000	\$142,965	\$147,409	\$153,743	\$136,903	\$136,903	\$136,903
TEMPORARY HELP	10477661 - 612000	\$88,334	\$86,042	\$81,550	\$89,050	\$89,050	\$89,050
OVERTIME	10477661 - 612500	\$3,239	\$3,115	\$4,296	\$3,296	\$3,296	\$2,296
		\$234,539	\$236,566	\$239,589	\$229,249	\$229,249	\$228,249
PRINTING & BINDING	10477662 - 620500	\$750	\$238	\$500	\$500	\$500	\$500
TELEPHONE	10477662 - 622000	\$38	\$39	\$792	\$792	\$792	\$792
WATER & SEWER	10477662 - 622400	\$11,615	\$11,716	\$12,852	\$12,852	\$12,852	\$12,852
ELECTRIC	10477662 - 622500	\$14,820	\$17,475	\$19,320	\$19,320	\$19,320	\$19,320
EQUIPMENT MAINTENANCE	10477662 - 627000	\$13,687	\$10,879	\$12,750	\$15,250	\$15,250	\$15,250
BUILDING MAINTENANCE	10477662 - 627500	\$768	\$2,739	\$3,500	\$3,500	\$3,500	\$3,500
SIGN MAINTENANCE	10477662 - 627700	\$0	\$69	\$400	\$700	\$700	\$700
CONTRACTED SERVICES	10477662 - 628800	\$1,858	\$1,294	\$1,750	\$1,750	\$1,750	\$1,750
		\$43,536	\$44,448	\$51,864	\$54,664	\$54,664	\$54,664
OFFICE SUPPLIES	10477663 - 630500	\$166	\$151	\$100	\$150	\$150	\$150
PRINTING SUPPLIES	10477663 - 631000	\$150	\$0	\$150	\$150	\$150	\$150
HEATING FUEL	10477663 - 631500	\$22,349	\$27,536	\$35,000	\$35,000	\$35,000	\$35,000
FOOD	10477663 - 633500	\$125	\$0	\$0	\$0	\$0	\$0
CLOTHING	10477663 - 634500	\$1,223	\$1,050	\$1,500	\$1,500	\$1,500	\$1,500
MEDICAL & LAB SUPPLIES	10477663 - 635000	\$1,168	\$1,396	\$1,500	\$1,500	\$1,500	\$1,500
HOUSEHOLD SUPPLIES	10477663 - 635500	\$1,810	\$2,061	\$2,000	\$1,500	\$1,500	\$1,500
CLEANING SUPPLIES	10477663 - 636500	\$1,968	\$631	\$2,500	\$3,000	\$3,000	\$3,000
RECREATION SUPPLIES	10477663 - 637800	\$4,826	\$5,086	\$5,000	\$5,000	\$5,000	\$5,000
CONSTRUCTION SUPPLIES	10477663 - 638500	\$3,642	\$722	\$5,000	\$5,000	\$5,000	\$5,000
BUILDING MAINT SUPPLIES	10477663 - 638800	\$214	\$232	\$2,100	\$2,100	\$2,100	\$2,100
CHEMICALS	10477663 - 639000	\$9,537	\$10,197	\$14,800	\$16,800	\$16,800	\$16,800
		\$47,176	\$49,062	\$69,650	\$71,700	\$71,700	\$71,700
DUES & MEMBERSHIPS	10477664 - 642000	\$1,461	\$624	\$1,000	\$1,000	\$1,000	\$1,000
		\$1,461	\$624	\$1,000	\$1,000	\$1,000	\$1,000
BUILDINGS	10477665 - 658000	\$0	\$5,400	\$700	\$700	\$700	\$700
		\$0	\$5,400	\$700	\$700	\$700	\$700
TRANSFER OUT	10477688 - 900001	\$60	\$72	\$72	\$72	\$72	\$72
		\$60	\$72	\$72	\$72	\$72	\$72

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

	<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
TOTAL POOL	\$326,771	\$336,172	\$362,875	\$357,385	\$357,385	\$356,385

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - POOL							
HOURLY	10477661 - 611000	1 RECREATION MANAGER 2 AQUATIC SUPERVISOR				\$136,903	\$136,903
TEMPORARY HELP	10477661 - 612000	2,300.00 Instructor 1,450.00 Instructor Aide 1.00 Lifeguards	at at at	12.00 = 11.00 = 45,500.00 =		\$89,050	\$89,050
OVERTIME	10477661 - 612500	1.00 General staff, mostly custodial	at	2,296.00 =		\$3,296	\$2,296
PRINTING & BINDING	10477662 - 620500	1.00 Red Cross Materials	at	500.00 =		\$500	\$500
TELEPHONE	10477662 - 622000	12.00 Cellphone Pool Aquatics Director 12.00 Phone Charges	at at	62.00 = 4.00 =		\$792	\$792
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 1.00 Becsys Automated Chemical Feeder for Hot Tub 1.00 Bulb Replacement 1.00 Heating/Vent.Maint. Contract 1.00 Hot Tub Maintenance 1.00 Pool Maintenance Contract	at at at at at at	3,450.00 = 1,500.00 = 600.00 = 5,500.00 = 1,000.00 = 3,200.00 =		\$15,250	\$15,250
BUILDING MAINTENANCE	10477662 - 627500	1.00 Electrical 1.00 Filter/Repairs	at at	500.00 = 3,000.00 =		\$3,500	\$3,500
SIGN MAINTENANCE	10477662 - 627700	1.00 General upkeep 1.00 Pool rules and Diving Board Rules sign Updates	at at	400.00 = 300.00 =		\$700	\$700
CONTRACTED SERVICES	10477662 - 628800	1.00 Annual Cleaning Mechanical Controls New Pool Vacuum annual service	at	1,750.00 =		\$1,750	\$1,750
OFFICE SUPPLIES	10477663 - 630500	1.00 General	at	150.00 =		\$150	\$150
PRINTING SUPPLIES	10477663 - 631000	1.00 Paper	at	150.00 =		\$150	\$150
HEATING FUEL	10477663 - 631500	28,000.00 Heating Fuel	at	1.25 =		\$35,000	\$35,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>					<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CLOTHING	10477663 - 634500	20.00	Guard Uniforms	at	75.00 =	\$1,500	\$1,500
MEDICAL & LAB SUPPLIES	10477663 - 635000	1.00	First aid kit - refill BBP kits	at	1,500.00 =	\$1,500	\$1,500
HOUSEHOLD SUPPLIES	10477663 - 635500	1.00	Light bulbs	at	500.00 =	\$1,500	\$1,500
		1.00	Paper Goods	at	1,000.00 =		
CLEANING SUPPLIES	10477663 - 636500	1.00	General Cleaning Supplies	at	2,500.00 =	\$3,000	\$3,000
		1.00	Trash Bags	at	500.00 =		
RECREATION SUPPLIES	10477663 - 637800	1.00	Riptide Supplies	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	10477663 - 638500	1.00	General Construction Supplies Added Hot Tub	at	5,000.00 =	\$5,000	\$5,000
BUILDING MAINT SUPPLIES	10477663 - 638800	1.00	Chemical Probes	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	10477663 - 639000	10.00	Phosphate Remover	at	25.00 =	\$16,800	\$16,800
		2.00	Calcium Chloride	at	500.00 =		
		1.00	Chemical Test Kit	at	200.00 =		
		70.00	Chlorine Pellets	at	125.00 =		
		1.00	CO2	at	3,600.00 =		
		1.00	Hot Tub Chemicals	at	2,000.00 =		
		1.00	Pumps	at	600.00 =		
		10.00	Soda Ash	at	20.00 =		
1.00	Sodium Bisulfate	at	200.00 =				
DUES & MEMBERSHIPS	10477664 - 642000	1.00	Red Cross Certification Fees	at	1,000.00 =	\$1,000	\$1,000
BUILDINGS	10477665 - 658000	1.00	Lifeguard Durable Equipment	at	700.00 =	\$700	\$700
TRANSFER OUT	10477688 - 900001	1.00	Avaya Replacement 1 Phones @ \$6 x 12 months	at	72.00 =	\$72	\$72

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
TOTAL POOL		\$357,385	\$356,385

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - RECREATION							
HOURLY	10477761 - 611000	\$473,579	\$552,836	\$574,542	\$368,122	\$330,736	\$362,310
SALARY	10477761 - 611500	\$-373	\$0	\$0	\$69,272	\$69,272	\$69,272
TEMPORARY HELP	10477761 - 612000	\$95,968	\$78,123	\$92,610	\$94,490	\$94,490	\$94,490
OVERTIME	10477761 - 612500	\$8,853	\$10,235	\$7,500	\$7,500	\$7,500	\$1,500
		\$578,026	\$641,194	\$674,652	\$539,384	\$501,998	\$527,572
PRINTING & BINDING	10477762 - 620500	\$1,310	\$1,846	\$1,800	\$2,700	\$2,700	\$2,700
REPORTS	10477762 - 620800	\$8,773	\$8,862	\$9,000	\$10,000	\$10,000	\$10,000
TELEPHONE	10477762 - 622000	\$11,250	\$7,645	\$7,980	\$7,980	\$7,980	\$7,980
WATER & SEWER	10477762 - 622400	\$3,918	\$4,054	\$4,200	\$4,500	\$4,500	\$4,500
ELECTRIC	10477762 - 622500	\$21,197	\$23,971	\$26,640	\$26,640	\$26,640	\$26,640
SUBSCRIPTIONS	10477762 - 624500	\$450	\$447	\$150	\$500	\$500	\$500
EQUIPMENT RENTAL	10477762 - 626000	\$3,266	\$4,128	\$10,600	\$12,100	\$12,100	\$12,100
MOTOR VEHICLE MAINT	10477762 - 626500	\$0	\$0	\$0	\$3,000	\$3,000	\$3,000
EQUIPMENT MAINTENANCE	10477762 - 627000	\$31,257	\$33,187	\$30,200	\$26,300	\$24,300	\$24,300
TENNIS COURT MAINTENANCE	10477762 - 627200	\$0	\$0	\$500	\$500	\$500	\$500
BUILDING MAINTENANCE	10477762 - 627500	\$11,173	\$15,435	\$15,750	\$17,450	\$17,450	\$17,450
SOLID WASTE DISPOSAL	10477762 - 628100	\$906	\$0	\$0	\$0	\$0	\$0
EVENTS/SHOWS	10477762 - 628400	\$0	\$0	\$0	\$16,950	\$16,950	\$16,950
CONTRACTED SERVICES	10477762 - 628800	\$21,273	\$12,346	\$7,420	\$15,400	\$15,400	\$15,400
		\$114,774	\$111,922	\$114,240	\$144,020	\$142,020	\$142,020
OFFICE SUPPLIES	10477763 - 630500	\$3,029	\$3,605	\$3,400	\$3,400	\$3,400	\$3,400
HEATING FUEL	10477763 - 631500	\$21,563	\$24,368	\$29,585	\$29,585	\$29,585	\$29,585
GAS & OIL	10477763 - 632000	\$3,095	\$473	\$4,350	\$4,350	\$4,350	\$4,350
VEHICLE WASH	10477763 - 632501	\$0	\$0	\$0	\$35	\$35	\$35
FOOD	10477763 - 633500	\$2,403	\$4,009	\$5,000	\$5,000	\$5,000	\$5,000
CLOTHING	10477763 - 634500	\$2,783	\$1,015	\$1,800	\$1,800	\$1,800	\$1,800
MEDICAL & LAB SUPPLIES	10477763 - 635000	\$997	\$-89	\$1,750	\$1,750	\$1,750	\$1,750
HOUSEHOLD SUPPLIES	10477763 - 635500	\$4,655	\$57	\$0	\$0	\$0	\$0
SMALL TOOLS	10477763 - 636000	\$223	\$445	\$500	\$1,000	\$1,000	\$1,000
CLEANING SUPPLIES	10477763 - 636500	\$14,009	\$16,994	\$14,000	\$13,400	\$13,400	\$13,400
RECREATION SUPPLIES	10477763 - 637800	\$14,551	\$12,577	\$14,000	\$14,000	\$14,000	\$14,000
CONSTRUCTION SUPPLIES	10477763 - 638500	\$733	\$0	\$0	\$0	\$0	\$0

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
BUILDING MAINT SUPPLIES	10477763 - 638800	\$5,192	\$957	\$6,500	\$7,100	\$7,100	\$7,100
MISC SUPPLIES	10477763 - 639900	\$-578	\$264	\$400	\$400	\$400	\$400
		\$72,656	\$64,676	\$81,285	\$81,820	\$81,820	\$81,820
DUES & MEMBERSHIPS	10477764 - 642000	\$1,609	\$3,023	\$1,525	\$3,450	\$3,450	\$3,450
		\$1,609	\$3,023	\$1,525	\$3,450	\$3,450	\$3,450
MOTOR VEHICLES	10477765 - 651000	\$0	\$0	\$2,800	\$2,800	\$0	\$0
RECREATIONAL EQUIPMENT	10477765 - 655000	\$7	\$0	\$0	\$0	\$0	\$0
BUILDINGS	10477765 - 658000	\$5,061	\$1,158	\$2,000	\$2,000	\$2,000	\$2,000
		\$5,068	\$1,158	\$4,800	\$4,800	\$2,000	\$2,000
TRANSFER OUT	10477788 - 900001	\$68,935	\$68,947	\$44,072	\$44,072	\$30,072	\$30,072
		\$68,935	\$68,947	\$44,072	\$44,072	\$30,072	\$30,072
TOTAL RECREATION		\$841,069	\$890,920	\$920,574	\$817,546	\$761,360	\$786,934

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>			<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PARKS & RECREATION - RECREATION						
HOURLY	10477761 - 611000	2 REC COORDINATOR 3 CUST SERVICE ATTENDANT 3 RECREATION MANAGER 1 RED BANK GYM COORDINATOR			\$330,736	\$362,310
SALARY	10477761 - 611500	1 REC OPERATIONS MANAGER			\$69,272	\$69,272
TEMPORARY HELP	10477761 - 612000	1,100.00 Gym Supervisor 750.00 REDBANK TEMP STAFF Building Supervision 500.00 REDBANK TEMP STAFF Teen Center Assistant 2,960.00 SPCC FRONT DESK STAFF 3,300.00 WAINWRIGHT TEMP STAFF	at at at at at	12.00 = 11.00 = 12.00 = 11.50 = 10.00 =	\$94,490	\$94,490
OVERTIME	10477761 - 612500	1.00 general overtime for staff	at	1,500.00 =	\$7,500	\$1,500
PRINTING & BINDING	10477762 - 620500	1.00 Copy Paper 1.00 Program Posters 1.00 Purchase Envelopes 1.00 Purchase Letterheads	at at at at	1,500.00 = 300.00 = 400.00 = 500.00 =	\$2,700	\$2,700
REPORTS	10477762 - 620800	1.00 Marketing of Brochure 1.00 Programs and Brochures	at at	1,000.00 = 9,000.00 =	\$10,000	\$10,000
TELEPHONE	10477762 - 622000	12.00 7 Cellphones 12.00 Landlines 12.00 Time Warner	at at at	335.00 = 185.00 = 145.00 =	\$7,980	\$7,980
WATER & SEWER	10477762 - 622400	12.00 12 Months - Community Center 12.00 12 Months - Redbank 12.00 12 Months - Wilkinson	at at at	300.00 = 45.00 = 30.00 =	\$4,500	\$4,500
ELECTRIC	10477762 - 622500	12.00 12 Months - Community Center 12.00 12 Months - Redbank 12.00 12 Months - Wilkinson	at at at	1,620.00 = 540.00 = 60.00 =	\$26,640	\$26,640
SUBSCRIPTIONS	10477762 - 624500	2.00 26 week Subscription to PPH 1.00 Amazon Prime Account	at at	175.00 = 150.00 =	\$500	\$500

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>			
EQUIPMENT RENTAL	10477762 - 626000	1.00 Lifts, Maintenance	at	4,000.00 =		\$12,100	\$12,100			
		1.00 Port-a-potties	at	7,500.00 =						
		1.00 Power Tools	at	600.00 =						
MOTOR VEHICLE MAINT	10477762 - 626500	1.00 Maintenance of Rec Bus	at	3,000.00 =		\$3,000	\$3,000			
EQUIPMENT MAINTENANCE	10477762 - 627000	1.00 Emergency Generator Inspection	at	1,000.00 =		\$24,300	\$24,300			
		1.00 Elevator Repair	at	500.00 =						
		1.00 HVAC Maintenance Redbank Building	at	4,000.00 =						
		Moved Siemens Redbank Maint Contract to contracted Services								
		1.00 HVAC Maintenance for Community Center-Repairs	at	7,000.00 =						
		Moved Siemens Maint.. Contract to Contracted Services								
		1.00 Kitchen Fire Inspection and Maintenance SPCC	at	1,000.00 =						
		1.00 Miscellaneous Equipment Repairs	at	6,200.00 =						
1.00 SPCC and Redbank Backboard Maintenance Repairs	at	4,600.00 =								
Moved from Building Maintenance										
TENNIS COURT MAINTENANCE	10477762 - 627200	1.00 Tennis Court Net Maintenance	at	500.00 =		\$500	\$500			
BUILDING MAINTENANCE	10477762 - 627500	1.00 Alarm Wainwright Building	at	300.00 =		\$17,450	\$17,450			
		1.00 Annual Gym Floor Refinishing Maintenance	at	3,400.00 =						
		1.00 Electrical Repairs	at	3,000.00 =						
		1.00 General Repairs	at	5,250.00 =						
		1.00 Miscellaneous Building Maintenance	at	5,500.00 =						
		Moved from Contracted Services Account								
EVENTS/SHOWS	10477762 - 628400	1.00 4th of July Entertainment	at	3,550.00 =		\$16,950	\$16,950			
		1.00 4th of July Supplies	at	275.00 =						
		1.00 Car Show Entertainment	at	200.00 =						
		1.00 Equipment Rental	at	3,000.00 =						
		Stage, port-a-potties, lights								
		1.00 Knightville Street Fest Entertainment	at	2,875.00 =						
		1.00 Mill Creek Summer Concerts Bands	at	6,000.00 =						
		1.00 Special Event Posters and Marketing	at	1,050.00 =						

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CONTRACTED SERVICES	10477762 - 628800	1.00	Garbage to Garden Composting for Community Center and Redbank	at	1,000.00 =	\$15,400	\$15,400
		1.00	Community Center Systems Alarm Contract	at	700.00 =		
		1.00	Elevator Contract	at	1,500.00 =		
		1.00	Fire Extinguisher Contract Community Center and Redbank	at	500.00 =		
		1.00	HVAC MAint Contract for Redbank Community Center	at	1,100.00 =		
		1.00	HVAC Maint Contract for SPCC	at	9,000.00 =		
		1.00	Redbank Systems Alarm Contract	at	1,100.00 =		
		1.00	Sprinkler System Contract	at	500.00 =		
OFFICE SUPPLIES	10477763 - 630500	1.00	General	at	3,400.00 =	\$3,400	\$3,400
HEATING FUEL	10477763 - 631500	1,500.00	Propane Wainwright	at	2.25 =	\$29,585	\$29,585
		16,600.00	Natural Gas for Community Center	at	1.25 =		
		4,200.00	Natural Gas for Redbank	at	1.30 =		
GAS & OIL	10477763 - 632000	1,500.00	Mini Bus	at	2.00 =	\$4,350	\$4,350
		1.00	Staff Mileage Reimbursement	at	600.00 =		
		1.00	Transit Van	at	750.00 =		
VEHICLE WASH	10477763 - 632501	5.00		at	7.00 =	\$35	\$35
FOOD	10477763 - 633500	1.00	Redbank Teen Center Events	at	3,000.00 =	\$5,000	\$5,000
		1.00	Food for Special Events	at	2,000.00 =		
CLOTHING	10477763 - 634500	1.00	Rec Staff Shirts	at	600.00 =	\$1,800	\$1,800
		1.00	Custodian Staff Shirts	at	1,200.00 =		
MEDICAL & LAB SUPPLIES	10477763 - 635000	1.00	First Aid Supplies Summer Camp First Aid Supplies out of Enterprise Account	at	1,750.00 =	\$1,750	\$1,750
SMALL TOOLS	10477763 - 636000	1.00	General	at	1,000.00 =	\$1,000	\$1,000
CLEANING SUPPLIES	10477763 - 636500	1.00	Cleaning Supplies, Paper Products, and Trash Bags	at	8,500.00 =	\$13,400	\$13,400
		1.00	Kitchen Supplies	at	900.00 =		
		1.00	Paper Goods	at	4,000.00 =		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>				<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
RECREATION SUPPLIES	10477763 - 637800	1.00 Wainwright Complex Recreation Equipment	at	4,800.00 =		\$14,000	\$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 Light Bulbs	at	600.00 =		\$7,100	\$7,100
		1.00 Paint, and Miscellaneous Supplies	at	6,500.00 =			
MISC SUPPLIES	10477763 - 639900	1.00 Miscellaneous Supplies	at	400.00 =		\$400	\$400
DUES & MEMBERSHIPS	10477764 - 642000	3.00 ASCP/Seasac/BMI Entertainment Licenses	at	600.00 =		\$3,450	\$3,450
		1.00 Building Equipment Licenses	at	700.00 =			
		1.00 M.R.P.A. Dues & Membership	at	300.00 =			
		1.00 N.R.P.A. Dues & Memberships	at	650.00 =			
MOTOR VEHICLES	10477765 - 651000					\$0	\$0
BUILDINGS	10477765 - 658000	8.00 Replacement Chairs for Community Center	at	250.00 =		\$2,000	\$2,000
TRANSFER OUT	10477788 - 900001	1.00 Avaya Replacement 1 Phones @ \$6 x 12 months	at	72.00 =		\$30,072	\$30,072
		1.00 Supplement to enterprise accounts for programs and financial assistance	at	30,000.00 =			
TOTAL RECREATION						\$761,360	\$786,934

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
BUS SERVICE							
HOURLY	10580061 - 611000	\$594,106	\$681,870	\$725,591	\$742,227	\$742,227	\$742,227
SALARY	10580061 - 611500	\$85,892	\$92,609	\$95,194	\$89,744	\$89,744	\$89,744
OVERTIME	10580061 - 612500	\$88,728	\$92,804	\$75,000	\$90,000	\$80,000	\$80,000
OTHER FEES	10580061 - 615000	\$10,680	\$21,943	\$2,184	\$2,184	\$2,184	\$2,184
		\$779,406	\$889,226	\$897,969	\$924,155	\$914,155	\$914,155
PRINTING & BINDING	10580062 - 620500	\$6,881	\$9,672	\$6,675	\$6,675	\$6,675	\$6,675
ADVERTISING	10580062 - 621000	\$5,380	\$5,409	\$2,525	\$2,525	\$2,525	\$2,525
TELEPHONE	10580062 - 622000	\$1,983	\$2,007	\$6,600	\$6,600	\$6,600	\$6,600
WATER & SEWER	10580062 - 622400	\$686	\$842	\$1,850	\$1,850	\$1,850	\$1,850
ELECTRIC	10580062 - 622500	\$5,547	\$9,554	\$8,676	\$13,128	\$13,128	\$13,128
TRAVEL	10580062 - 623000	\$0	\$217	\$1,000	\$1,000	\$1,000	\$1,000
MEDICAL SERVICES	10580062 - 625500	\$627	\$399	\$1,437	\$1,551	\$1,551	\$1,551
MOTOR VEHICLE MAINT	10580062 - 626500	\$34,162	\$23,230	\$18,000	\$18,000	\$18,000	\$18,000
EQUIPMENT MAINTENANCE	10580062 - 627000	\$1,626	\$2,656	\$1,500	\$1,500	\$1,500	\$1,500
RADIO MAINTENANCE	10580062 - 627100	\$0	\$0	\$1,500	\$1,500	\$1,500	\$1,500
BUILDING MAINTENANCE	10580062 - 627500	\$2,890	\$3,775	\$2,800	\$2,800	\$2,800	\$2,800
SOLID WASTE DISPOSAL	10580062 - 628100	\$0	\$3,331	\$2,400	\$2,400	\$2,400	\$2,400
CONTRACTED SERVICES	10580062 - 628800	\$75,282	\$150,646	\$185,000	\$185,000	\$175,000	\$175,000
		\$135,064	\$211,737	\$239,963	\$244,529	\$234,529	\$234,529
OFFICE SUPPLIES	10580063 - 630500	\$2,414	\$2,200	\$3,190	\$3,190	\$3,190	\$3,190
HEATING FUEL	10580063 - 631500	\$5,555	\$6,906	\$17,575	\$17,575	\$17,575	\$17,575
GAS & OIL	10580063 - 632000	\$138,534	\$93,368	\$125,640	\$165,753	\$150,753	\$150,753
TIRES	10580063 - 632500	\$10,760	\$11,135	\$18,052	\$13,700	\$13,700	\$13,700
VEHICLE WASH	10580063 - 632501	\$0	\$0	\$0	\$9,674	\$9,674	\$9,674
CLOTHING	10580063 - 634500	\$4,985	\$5,499	\$5,504	\$7,024	\$7,024	\$7,024
SMALL TOOLS	10580063 - 636000	\$1,038	\$1,385	\$1,500	\$1,500	\$1,500	\$1,500
CLEANING SUPPLIES	10580063 - 636500	\$2,823	\$2,446	\$2,000	\$2,000	\$2,000	\$2,000
VEHICLE SUPPLIES	10580063 - 638600	\$59,631	\$81,588	\$43,500	\$50,000	\$45,000	\$45,000
BUILDING MAINT SUPPLIES	10580063 - 638800	\$2,549	\$2,015	\$1,200	\$1,200	\$1,200	\$1,200
		\$228,289	\$206,542	\$218,161	\$271,616	\$251,616	\$251,616
DUES & MEMBERSHIPS	10580064 - 642000	\$225	\$1,475	\$1,475	\$1,475	\$1,475	\$1,475
		\$225	\$1,475	\$1,475	\$1,475	\$1,475	\$1,475
TRANSFER OUT	10580088 - 900001	\$1,425	\$360	\$360	\$360	\$360	\$360
		\$1,425	\$360	\$360	\$360	\$360	\$360
TOTAL BUS SERVICE		\$1,144,409	\$1,309,340	\$1,357,928	\$1,442,135	\$1,402,135	\$1,402,135

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
BUS SERVICE			
HOURLY	10580061 - 611000 15 BUS DRIVER 1 OPERATIONS SUPERVISOR 1 MECHANIC II	\$742,227	\$742,227
SALARY	10580061 - 611500 1 DIRECTOR OF BUS SERVICE	\$89,744	\$89,744
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	\$80,000	\$80,000
OTHER FEES	10580061 - 615000 78.00 Holiday pay for Minor Holidays and other Holidays worked	\$2,184	\$2,184
PRINTING & BINDING	10580062 - 620500 3.00 12000 VIR Forms 1.00 2000 SoPo Senior 10-Ride Tickets 1.00 4000 Single ride tickets 1.00 80,000 Transfers 1.00 Full Schedule Posters 2.00 Rack Cards	\$6,675	\$6,675
ADVERTISING	10580062 - 621000 1.00 Promotional advertising and events	\$2,525	\$2,525
TELEPHONE	10580062 - 622000 12.00 Cell Phone Service 12.00 Local and Long distance charges	\$6,600	\$6,600
WATER & SEWER	10580062 - 622400 1.00 Water and sewer charges	\$1,850	\$1,850
ELECTRIC	10580062 - 622500 12.00 Electricitiy -Transit Hub 12.00 Municipal Services Facility (28% Allocation)	\$13,128	\$13,128
TRAVEL	10580062 - 623000 1.00 Seminars, conferences, training	\$1,000	\$1,000

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

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
MEDICAL SERVICES	10580062 - 625500	3.00	Return to duty post sick leave	at	289.00	=	867	\$1,551	\$1,551
		12.00	Driver I.C.C. / D.O.T. physicals. This is a mandatory requirement.	at	57.00	=	684		
MOTOR VEHICLE MAINT	10580062 - 626500	1.00	Vehicle Repairs	at	18,000.00	=	18,000	\$18,000	\$18,000
EQUIPMENT MAINTENANCE	10580062 - 627000	2.00	Computer & copier maintenance	at	300.00	=	600	\$1,500	\$1,500
		1.00	Inspect garage lift columns	at	900.00	=	900		
RADIO MAINTENANCE	10580062 - 627100	1.00	Bus antenna tuning No longer a contract.	at	1,500.00	=	1,500	\$1,500	\$1,500
BUILDING MAINTENANCE	10580062 - 627500	1.00	Upkeep and repairs to building. Garage roof is leaking in Spring / Rain. Need a new air compressor. Roof is asphalt with stone.	at	2,800.00	=	2,800	\$2,800	\$2,800
SOLID WASTE DISPOSAL	10580062 - 628100	2.00	Catch Basin Grit Removal at Bu Increased vendor costs	at	1,200.00	=	2,400	\$2,400	\$2,400
CONTRACTED SERVICES	10580062 - 628800	1.00	AVL System Support from Donna Tippett (80% reimbursed from FTA 5307 grant)	at	25,000.00	=	25,000	\$175,000	\$175,000
		1.00	Mandatory ADA Paratransit Service. (80% reimbursed from FTA 5307 grant)	at	140,000.00	=	140,000		
		1.00	Regional Planning Support from GPCOG (80% reimbursed from FTA 5307 grant)	at	10,000.00	=	10,000		
OFFICE SUPPLIES	10580063 - 630500	1.00	General office supplies Some supplies no longer eligible RTAP reimbursement	at	3,190.00	=	3,190	\$3,190	\$3,190
HEATING FUEL	10580063 - 631500	1.00	Additional heating costs relating to MSF new building	at	3,000.00	=	3,000	\$17,575	\$17,575
		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		

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>		<u>Explanation</u>						<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
GAS & OIL	10580063 - 632000	58,000.00 65500Gallons of Diesel fuel @ 2.00	at	2.00	=	116,000		\$150,753	\$150,753
		4.00 Antifreeze	at	550.00	=	2,200			
		1.00 DEF (Diesel Exhaust Fluid)	at	4,553.00	=	4,553			
		Transmission fluid							
		Grease							
		Matheson Gas (welding)							
		500.00 Lube oils	at	56.00	=	28,000			
TIRES	10580063 - 632500	40.00 Mounting / Dismounting	at	85.00	=	3,400		\$13,700	\$13,700
		4.00 New2 Wheels	at	475.00	=	1,900			
		4.00 Front Tires -	at	350.00	=	1,400			
		28.00 Retreads - rear	at	250.00	=	7,000			
VEHICLE WASH	10580063 - 632501	1,350.00 BUSES	at	7.00	=	9,450		\$9,674	\$9,674
		28.00 LEAF	at	4.00	=	112			
		28.00 SERVICE TRUCK	at	4.00	=	112			
CLOTHING	10580063 - 634500	12.00 Mechanics uniform (weekly rat	at	177.00	=	2,124		\$7,024	\$7,024
		1.00 Safety shoe allowance for mechanic and accessories	at	650.00	=	650			
		17.00 Uniforms for drivers and supervisors	at	250.00	=	4,250			
		CBA item now at this amount							
SMALL TOOLS	10580063 - 636000	1.00 Miscellaneous tools for garage	at	1,500.00	=	1,500		\$1,500	\$1,500
CLEANING SUPPLIES	10580063 - 636500	1.00 Bus washing soap, rags, paper towels, etc.	at	2,000.00	=	2,000		\$2,000	\$2,000
VEHICLE SUPPLIES	10580063 - 638600	1.00 Warranties on new buses expire at different intervals.	at	45,000.00	=	45,000		\$45,000	\$45,000
BUILDING MAINT SUPPLIES	10580063 - 638800	1.00 Miscellaneous supplies	at	1,200.00	=	1,200		\$1,200	\$1,200
DUES & MEMBERSHIPS	10580064 - 642000	1.00 Maine Transit Assoc	at	1,250.00	=	1,250		\$1,475	\$1,475
		1.00 NEPTA Dues	at	225.00	=	225			
TRANSFER OUT	10580088 - 900001	5.00 Avaya Replacement 5 Phones @ \$6 x 12 months	at	72.00	=	360		\$360	\$360
TOTAL BUS SERVICE								\$1,402,135	\$1,402,135

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
WATERFRONT							
TRAVEL	10581062 - 623000	\$0	\$0	\$500	\$500	\$500	\$500
		\$0	\$0	\$500	\$500	\$500	\$500
DUES & MEMBERSHIPS	10581064 - 642000	\$500	\$500	\$557	\$557	\$557	\$557
CONTRIBUTIONS	10581064 - 643000	\$38,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
		\$38,500	\$40,500	\$40,557	\$40,557	\$40,557	\$40,557
TOTAL WATERFRONT		\$38,500	\$40,500	\$41,057	\$41,057	\$41,057	\$41,057

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
WATERFRONT			
TRAVEL	10581062 - 623000 1.00 Regional development, NE Ports, Port Safety Forum of Me & NH, Dredging Comm.	500.00 = 500	\$500
DUES & MEMBERSHIPS	10581064 - 642000 1.00 Portland Propeller Club	57.00 = 57	\$557
	1.00 Waterfront Alliance	500.00 = 500	
CONTRIBUTIONS	10581064 - 643000 1.00 Harbor Commission	40,000.00 = 40,000	\$40,000
TOTAL WATERFRONT			\$41,057

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
GENERAL ASSISTANCE DEPARTMENT - ADMINISTRATION							
HOURLY	10682061 - 611000	\$26,469	\$35,339	\$38,588	\$41,075	\$41,075	\$41,075
SALARY	10682061 - 611500	\$62,328	\$65,263	\$66,314	\$67,640	\$67,640	\$67,640
TEMPORARY HELP	10682061 - 612000	\$-472	\$0	\$0	\$8,000	\$0	\$0
OVERTIME	10682061 - 612500	\$1,768	\$9	\$2,723	\$2,723	\$1,223	\$1,223
		\$90,094	\$100,612	\$107,625	\$119,438	\$109,938	\$109,938
PRINTING & BINDING	10682062 - 620500	\$84	\$52	\$313	\$313	\$313	\$313
TELEPHONE	10682062 - 622000	\$488	\$489	\$470	\$470	\$470	\$470
SUBSCRIPTIONS	10682062 - 624500	\$0	\$0	\$50	\$50	\$50	\$50
EQUIPMENT MAINTENANCE	10682062 - 627000	\$0	\$0	\$474	\$474	\$474	\$474
CONTRACTED SERVICES	10682062 - 628800	\$2,788	\$2,260	\$2,000	\$2,700	\$2,700	\$2,700
		\$3,360	\$2,800	\$3,307	\$4,007	\$4,007	\$4,007
OFFICE SUPPLIES	10682063 - 630500	\$691	\$1,509	\$2,000	\$2,000	\$2,000	\$2,000
		\$691	\$1,509	\$2,000	\$2,000	\$2,000	\$2,000
DUES & MEMBERSHIPS	10682064 - 642000	\$110	\$60	\$100	\$100	\$100	\$100
		\$110	\$60	\$100	\$100	\$100	\$100
TRANSFER OUT	10682088 - 900001	\$120	\$144	\$144	\$144	\$144	\$144
		\$120	\$144	\$144	\$144	\$144	\$144
TOTAL ADMINISTRATION		\$94,375	\$105,125	\$113,176	\$125,689	\$116,189	\$116,189

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>		
GENERAL ASSISTANCE DEPARTMENT - ADMINISTRATION					
HOURLY	10682061 - 611000	1 GA ADMINISTRATIVE ASSISTANT	\$41,075	\$41,075	
SALARY	10682061 - 611500	1 DIRECTOR OF SOCIAL SERVICES	\$67,640	\$67,640	
TEMPORARY HELP	10682061 - 612000		\$0	\$0	
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.	at 1,223.00 =	\$1,223	\$1,223
PRINTING & BINDING	10682062 - 620500	1.00 Miscellaneous Forms - NCR applications, etc.	at 313.00 =	\$313	\$313
TELEPHONE	10682062 - 622000	12.00 Conversant/Avaya	at 26.50 =	\$470	\$470
		1.00 Long distance	at 152.00 =		
SUBSCRIPTIONS	10682062 - 624500	1.00 Trade Manuals / MMA GA publications	at 50.00 =	\$50	\$50
EQUIPMENT MAINTENANCE	10682062 - 627000	1.00 Photocopier annual maintenance in General Assistance Office	at 474.00 =	\$474	\$474
CONTRACTED SERVICES	10682062 - 628800	1.00 The Interpreter Service is through United Language Group.	at 1,200.00 =	\$2,700	\$2,700
		1.00 Welpac User Agreement. There has been a \$200.00 increase from last year.	at 1,500.00 =		
OFFICE SUPPLIES	10682063 - 630500	1.00 Printer supplies and general office supplies.	at 2,000.00 =	\$2,000	\$2,000
DUES & MEMBERSHIPS	10682064 - 642000	1.00 Maine Welfare Directors Assoc. for Administrator and Admin Asst.	at 100.00 =	\$100	\$100
TRANSFER OUT	10682088 - 900001	2.00 Avaya Replacement 2 Phones @ \$6 x 12 months	at 72.00 =	\$144	\$144
TOTAL ADMINISTRATION				\$116,189	\$116,189

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
GENERAL ASSISTANCE DEPARTMENT - GA SOCIAL SERVICES			
WATER & SEWER	10682162 - 622400 1.00 Residential Service when not included in rent. at 3,000.00 =	\$3,000	\$3,000
ELECTRIC	10682162 - 622500 1.00 Residential Electricity. at 15,000.00 =	\$15,000	\$15,000
BURIALS	10682162 - 629700 1.00 Provided when responsible relatives are not available or personal resources are inadequate. at 8,000.00 =	\$8,000	\$8,000
HEATING FUEL	10682163 - 631500 1.00 Includes residential heating oil, coal, wood, propane, natural gas & pellets. at 15,000.00 =	\$15,000	\$15,000
FOOD	10682163 - 633500 1.00 Payments to Hannafords for food. This line item continues to increase. When the department of Health & Human Services is unable to provide food supplements, the municipality steps in. at 40,000.00 =	\$40,000	\$40,000
CLOTHING	10682163 - 634500 1.00 This line item provided clothing for clients on an emergency basis. at 800.00 =	\$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	\$15,000
HOUSEHOLD SUPPLIES	10682163 - 635500 1.00 Household and personal care needs. at 15,000.00 =	\$15,000	\$15,000
DIAPERS	10682163 - 635600 1.00 Diapers for young children and pull-ups. at 6,500.00 =	\$6,500	\$6,500
RENT	10682164 - 641000 1.00 Shelter cost for qualifying applicants. Monthly rent & emergency lodging in motels/shelters. This line item continues to increase due to the length of time for clients seeking asylum. The city has seen an increase in clients moving to South Portland seeking general assistance. at 380,000.00 =	\$380,000	\$380,000
TOTAL GA SOCIAL SERVICES		\$498,300	\$498,300

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
GENERAL ASSISTANCE DEPARTMENT - GA SOCIAL SERVICES							
WATER & SEWER	10682162 - 622400	\$2,621	\$2,218	\$3,000	\$3,000	\$3,000	\$3,000
ELECTRIC	10682162 - 622500	\$11,344	\$9,705	\$15,000	\$15,000	\$15,000	\$15,000
BURIALS	10682162 - 629700	\$5,495	\$5,835	\$8,000	\$8,000	\$8,000	\$8,000
		\$19,461	\$17,758	\$26,000	\$26,000	\$26,000	\$26,000
HEATING FUEL	10682163 - 631500	\$9,723	\$4,488	\$15,000	\$15,000	\$15,000	\$15,000
FOOD	10682163 - 633500	\$27,951	\$34,129	\$32,000	\$40,000	\$40,000	\$40,000
CLOTHING	10682163 - 634500	\$99	\$1,137	\$800	\$800	\$800	\$800
MEDICAL & LAB SUPPLIES	10682163 - 635000	\$11,358	\$11,080	\$15,000	\$15,000	\$15,000	\$15,000
HOUSEHOLD SUPPLIES	10682163 - 635500	\$15,641	\$15,258	\$15,000	\$15,000	\$15,000	\$15,000
DIAPERS	10682163 - 635600	\$6,792	\$4,894	\$6,500	\$6,500	\$6,500	\$6,500
MISC SUPPLIES	10682163 - 639900	\$196	\$0	\$0	\$0	\$0	\$0
		\$71,761	\$70,985	\$84,300	\$92,300	\$92,300	\$92,300
RENT	10682164 - 641000	\$316,607	\$295,883	\$332,000	\$400,000	\$380,000	\$380,000
		\$316,607	\$295,883	\$332,000	\$400,000	\$380,000	\$380,000
TOTAL GA SOCIAL SERVICES		\$407,829	\$384,627	\$442,300	\$518,300	\$498,300	\$498,300

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
HEALTH							
MEDICAL SERVICES	10683062 - 625500	\$17,500	\$12,500	\$15,000	\$15,000	\$15,000	\$15,000
		\$17,500	\$12,500	\$15,000	\$15,000	\$15,000	\$15,000
CONTRIBUTIONS	10683064 - 643000	\$2,250	\$4,000	\$4,000	\$5,126	\$4,000	\$4,000
		\$2,250	\$4,000	\$4,000	\$5,126	\$4,000	\$4,000
TOTAL HEALTH		\$19,750	\$16,500	\$19,000	\$20,126	\$19,000	\$19,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</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

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
INSURANCE							
MAINE STATE RETIREMENT	10160061 - 618000	\$1,026,750	\$1,104,064	\$1,194,700	\$1,307,500	\$1,256,500	\$1,266,500
DEFERRED COMP	10160061 - 618100	\$38,718	\$46,901	\$65,800	\$61,150	\$61,100	\$61,400
401A	10160061 - 618101	\$238,541	\$227,795	\$250,300	\$268,800	\$271,000	\$264,700
LONG TERM DISABILITY	10160061 - 618200	\$22,059	\$21,380	\$23,100	\$24,000	\$23,800	\$23,800
SOCIAL SECURITY	10160061 - 618300	\$865,056	\$914,806	\$982,000	\$1,031,700	\$1,000,500	\$1,002,600
GROUP LIFE	10160061 - 618400	\$11,547	\$12,177	\$11,890	\$12,400	\$12,400	\$12,400
WORKERS COMP	10160061 - 618500	\$468,654	\$471,801	\$482,000	\$572,000	\$572,000	\$577,000
HEALTH INSURANCE	10160061 - 618600	\$3,184,979	\$3,320,328	\$3,720,600	\$3,863,000	\$3,723,200	\$3,762,300
WELLNESS	10160061 - 618601	\$12,373	\$11,585	\$13,000	\$14,000	\$14,000	\$14,000
ACCRUED VACATION/PAYROLL	10160061 - 618800	\$371,785	\$111,265	\$150,000	\$424,000	\$417,000	\$417,000
MEDICAL SERVICES	10160061 - 625500	\$27,011	\$24,470	\$27,000	\$27,000	\$27,000	\$27,000
		\$6,267,474	\$6,266,572	\$6,920,390	\$7,605,550	\$7,378,500	\$7,428,700
LIABILITY & FIRE	10160064 - 646100	\$284,688	\$295,139	\$303,980	\$313,535	\$310,035	\$310,035
		\$284,688	\$295,139	\$303,980	\$313,535	\$310,035	\$310,035
TRANSFER OUT	10160088 - 900001	\$42,500	\$42,500	\$42,500	\$42,500	\$35,000	\$35,000
		\$42,500	\$42,500	\$42,500	\$42,500	\$35,000	\$35,000
TOTAL INSURANCE		\$6,594,662	\$6,604,210	\$7,266,870	\$7,961,585	\$7,723,535	\$7,773,735

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
INSURANCE			
MAINE STATE RETIREMENT	10160061 - 618000	\$1,256,500	\$1,266,500
DEFERRED COMP	10160061 - 618100	\$61,100	\$61,400
401A	10160061 - 618101	\$271,000	\$264,700
LONG TERM DISABILITY	10160061 - 618200	\$23,800	\$23,800
SOCIAL SECURITY	10160061 - 618300	\$1,000,500	\$1,002,600
GROUP LIFE	10160061 - 618400	\$12,400	\$12,400
WORKERS COMP	10160061 - 618500	\$572,000	\$577,000
HEALTH INSURANCE	10160061 - 618600	\$3,723,200	\$3,762,300
WELLNESS	10160061 - 618601	\$14,000	\$14,000
ACCRUED VACATION/PAYROLL	10160061 - 618800	\$417,000	\$417,000
MEDICAL SERVICES	10160061 - 625500	\$27,000	\$27,000
LIABILITY & FIRE	10160064 - 646100		
	1.00	at -3,500.00 = -3,500	\$310,035
	1.00 Insurance for Buglight Park	at 3,535.00 = 3,535	\$310,035
	1.00 MMA Property and Casualty Risk	at 310,000.00 = 310,000	
TRANSFER OUT	10160088 - 900001		
	1.00 Self-Insurance Reserve	at 12,500.00 = 12,500	\$35,000
	1.00 Unemployment Reserve	at 22,500.00 = 22,500	\$35,000
TOTAL INSURANCE		\$7,723,535	\$7,773,735

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
GENERAL OBLIGATION DEBT							
TEMPORARY & ADMIN	12090066 - 668800	\$0	\$50	\$3,000	\$3,000	\$3,000	\$3,000
BOND INTEREST	12090066 - 668900	\$25,800	\$218,019	\$421,406	\$392,881	\$392,881	\$392,881
LEASE INTEREST	12090066 - 668950	\$18,422	\$15,597	\$12,679	\$38,579	\$70,879	\$70,879
BOND PRINCIPAL	12090066 - 669000	\$260,000	\$260,000	\$845,000	\$845,000	\$845,000	\$845,000
LEASE PRINCIPAL	12090066 - 669050	\$84,818	\$87,642	\$90,561	\$201,972	\$270,152	\$270,152
		\$389,039	\$581,309	\$1,372,646	\$1,481,432	\$1,581,912	\$1,581,912
TOTAL GENERAL OBLIGATION DEBT		\$389,039	\$581,309	\$1,372,646	\$1,481,432	\$1,581,912	\$1,581,912

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
GENERAL OBLIGATION DEBT			
TEMPORARY & ADMIN	12090066 - 668800	\$3,000	\$3,000
BOND INTEREST	12090066 - 668900		
	1.00 09/01/18 Bond Payment -2016 MSF Interest at	202,803.00 = 202,803	\$392,881
	1.00 11/01/18 Bond Payment -1999 Issue at	3,150.00 = 3,150	\$392,881
	1.00 3/1/19 Bond Payment -2016 MSF Interest at	186,928.00 = 186,928	
LEASE INTEREST	12090066 - 668950		
	1.00 Energy Improvements Lease at	9,663.00 = 9,663	\$70,879
	1.00 Quint Fire Truck -Interest at	28,916.00 = 28,916	\$70,879
	1.00 Street Light Retrofit Lease - Interest (3 quarterly payments) at	32,300.00 = 32,300	
BOND PRINCIPAL	12090066 - 669000		
	1.00 09/01/18 Bond Payment - 2016 MSF Principal at	635,000.00 = 635,000	\$845,000
	1.00 11/01/18 Bond Payment -1999 Issue at	210,000.00 = 210,000	\$845,000
LEASE PRINCIPAL	12090066 - 669050		
	1.00 Energy Lease Payment at	93,577.00 = 93,577	\$270,152
	1.00 Quint Fire Truck Lease -Principal at	108,395.00 = 108,395	\$270,152
	1.00 Street Light Retrofit Lease - Principal (3 quarterly payments) at	68,180.00 = 68,180	
TOTAL GENERAL OBLIGATION DEBT		\$1,581,912	\$1,581,912

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PENSION OBLIGATION							
BOND INTEREST	12091066 - 668900	\$20,551	\$10,275	\$0	\$0	\$0	\$0
BOND PRINCIPAL	12091066 - 669000	\$513,765	\$513,765	\$0	\$0	\$0	\$0
		\$534,316	\$524,040	\$0	\$0	\$0	\$0
TOTAL PENSION OBLIGATION		\$534,316	\$524,040	\$0	\$0	\$0	\$0

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
PENSION OBLIGATION			
TOTAL PENSION OBLIGATION		\$0	

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
CONTINGENCY ABATEMENT RESERVE							
CONTRACTED SERVICES	13093062 - 628800	\$92,801	\$29,400	\$100,000	\$100,000	\$100,000	\$100,000
		\$92,801	\$29,400	\$100,000	\$100,000	\$100,000	\$100,000
ABATEMENTS	13093064 - 648000	\$0	\$0	\$12,000	\$12,000	\$12,000	\$12,000
		\$0	\$0	\$12,000	\$12,000	\$12,000	\$12,000
TRANSFER OUT	13093088 - 900001	\$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		\$107,801	\$44,400	\$127,000	\$127,000	\$127,000	\$127,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
MUNICIPAL FACILITIES							
TRANSFER OUT	13094088 - 900001	\$70,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
		\$70,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
TOTAL MUNICIPAL FACILITIES		\$70,000	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
MUNICIPAL FACILITIES			
TRANSFER OUT	13094088 - 900001 1.00 Municipal facilities reserve	20,000	20,000
TOTAL MUNICIPAL FACILITIES			\$20,000

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Summary**

		<u>ACTUAL 2015/2016</u>	<u>ACTUAL 2016/2017</u>	<u>APPROVED BUDGET 2017/2018</u>	<u>DEPARTMENT REQUEST 2018/2019</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
COUNTY TAX							
COUNTY TAXES	15098067 - 671000	\$2,434,056	\$2,504,088	\$2,598,030	\$2,785,695	\$2,785,695	\$2,785,695
		\$2,434,056	\$2,504,088	\$2,598,030	\$2,785,695	\$2,785,695	\$2,785,695
TOTAL COUNTY TAX		\$2,434,056	\$2,504,088	\$2,598,030	\$2,785,695	\$2,785,695	\$2,785,695

**City of South Portland
2018/2019 Adopted Budget
General Fund Expenditure
Line Item Detail**

<u>Account Description</u>	<u>Explanation</u>	<u>MANAGER'S BUDGET 2018/2019</u>	<u>ADOPTED BUDGET 2018/2019</u>
COUNTY TAX			
COUNTY TAXES	15098067 - 671000	\$2,785,695	\$2,785,695
TOTAL COUNTY TAX		\$2,785,695	\$2,785,695