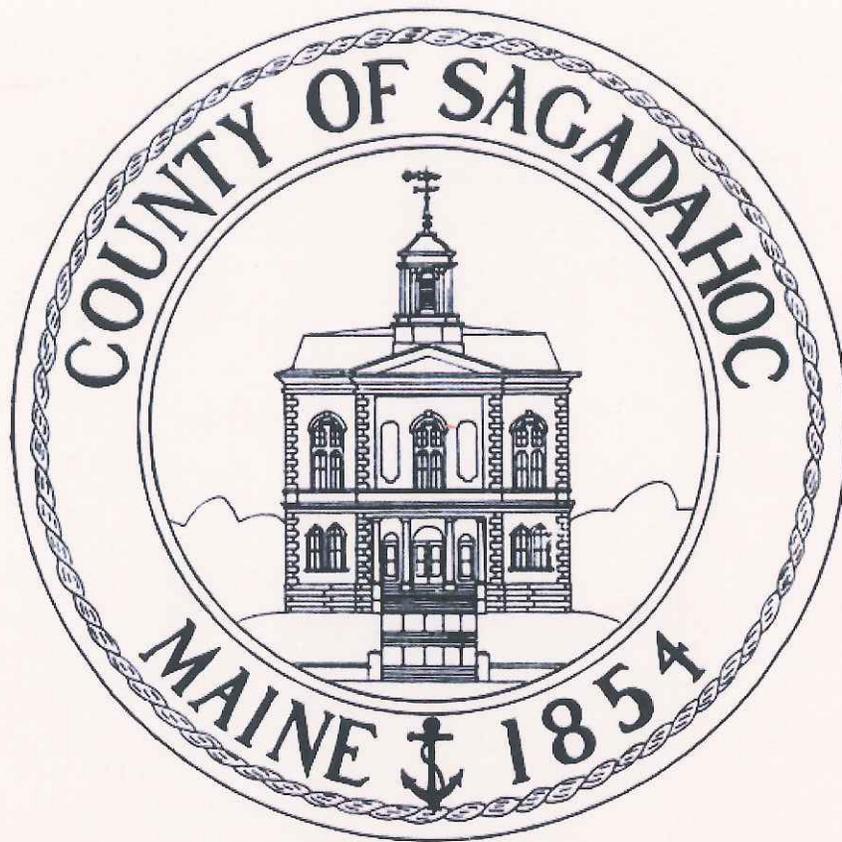


JUN 17 2014



COUNTY OF SAGADAHOC

COMMISSIONERS'
FY 2014-15 APPROVED
BUDGET

June 10, 2014

COUNTY OF SAGADAHOC, MAINE

CHARLES E. CROSBY, III
DISTRICT 1
BOWDOIN & TOPSHAM

CAROL A. GROSE
DISTRICT 2
BOWDOINHAM, GEORGETOWN, PHIPPSBURG
RICHMOND & WOOLWICH

LAWRENCE M. DAWSON
DISTRICT 3
ARROWSIC
BATH & WEST BATH

PAMELA A. HILE
COUNTY ADMINISTRATOR



ROBIN DAYTON
DEPUTY TO THE
ADMINISTRATOR

RESOLUTION NO. 2014-1

AT A REGULAR MEETING OF THE COUNTY OF SAGADAHOC BOARD OF COMMISSIONERS HELD ON TUESDAY, JUNE 10, 2014 AT 3:00 P.M. IN THE MEETING ROOM OF THE COURTHOUSE, 752 HIGH STREET, BATH, MAINE.

A RESOLUTION TO ADOPT THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2014 AND ENDING JUNE 30, 2015.

WHEREAS, Title 30-A, Section 884 of the M.R.S.A. requires that a budget be adopted by June 15th for the new fiscal year; and

WHEREAS, the Budget Advisory Committee has held a Public Hearing as required by Title 30-A, Section 884 of the M.R.S.A. and forwarded its recommendations to the Board of Commissioners; and

WHEREAS, the Board of Commissioners has reviewed the proposed budget and is of the opinion that County government can operate for the twelve month period beginning July 1, 2014 to June 30, 2015, with the revenues and expenditures contained in the attached budget;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that the budget for FY 2014-15, as attached, in the amount of \$8,868,063, with a total tax levy of \$8,063,859, be adopted.

NOW, THEREFORE, BE IT FUTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that the funds necessary to cover the expenditures itemized in the budget for FY 2014-15 be appropriated.

NOW, THEREFORE, BE IT FUTHER RESOLVED by the Board of Commissioners of the County of Sagadahoc, Maine, that any remaining balance in the following accounts as of June 30, 2014 be carried forward and available for use as of July 1, 2015:

- a.) Transfer from Acct. #52010, Unemployment Insurance, to Unemployment Insurance Reserve;



COUNTY OF SAGADAHOC

ADMINISTRATOR'S OFFICE

Courthouse: 752 High Street, Bath Administrative Offices: 33 Court Street, Bath Telephone: 443-8202 Fax: 443-8213

June 11, 2014

Ms. Pola Buckley
Maine State Auditor
Office of the State Audit
66 State House Station
Augusta, Maine 04333-0066

Dear Ms. Buckley:

The enclosed 2014-2015 County budget has been approved by the Sagadahoc County Commissioners and is being forwarded to you in accordance with the requirements of 30-A M.R.S.A. 706. Sagadahoc County's 2011-2012 mil rate will be .0015865.

If you have any questions, please contact me at 443-8202 or adminitstrator@sagcounty.com.

Very truly yours,

Pamela A. Hile
Sagadahoc County Administrator

Sagadahoc County
Annual Budget
Fiscal Year 2014-2015

Commissioners

Lawrence M. "Max" Dawson, Chair

Charles E. Crosby, III, Vice Chair

Carol A. Grose

County Administration

Pamela A. Hile, Administrator

Robin Dayton, Deputy to the Administrator

Jane Scease, Treasurer

Joel Merry, Sheriff

Brett Strout, Chief Deputy

Judith Stevens, Registrar of Deeds

Lynn Moore, Deputy Registrar of Deeds

John Voorhees, Judge of Probate

Joan Atwood, Registrar of Probate

Hannah Dickinson, Deputy Registrar of Probate

Brodie Hinckley, Communications Director

Eric Sawyer, Emergency Management Director

Geoffrey Rushlau, District Attorney

Patricia Mador, Assistant District Attorney

Jonathan Lieberman, Assistant District Attorney

Overview

Memorandum

To: Sagadahoc County Board of Commissioners
Max Dawson, Chair
Charles Crosby, III, Vice Chair
Carol Grose

From: Pamela Hile, County Administrator

Date: May 16, 2014

RE: FY 2014-15 Budget Overview

By this memorandum there is respectfully transmitted to the Board of Commissioners, for review and consideration, the proposed budget for the County of Sagadahoc for the fiscal year beginning July 1, 2014 and ending June 30, 2015. Submitted herewith, this budget includes the various programs, activities and functions which represent some of the major needs of the County.

There are two main factors influencing this budget. The first is the need to maintain a reasonable fund balance that will enable us to maintain our bond ratings and be available for use in unforeseen circumstances. The current budget reflects a 15% undesignated fund balance reserve, which would provide the County with sufficient operating funds for approximately 1.8 months. While not optimal, this falls within GFOA's (and the bond banks') minimum recommendations. The second is the combined increase of new expenses (primarily benefit cost escalations), and a reduction available reserves.

The combined budgets for FY 2014-15 equal \$8,868,063, which is an increase of \$168,513 (1.9%) when compared to the current fiscal year combined budgets of \$8,669,550. A further breakdown indicates the following:

| | <u>Operating</u> | <u>Debt Service</u> | <u>Capital Reserve</u> | <u>Jail</u> | <u>Combined</u> |
|---------|--------------------|---------------------|------------------------|--------------------|--------------------|
| 2014-15 | \$5,086,172 | \$ 986,801 | \$137,985 | \$2,657,105 | \$8,868,063 |
| 2013-14 | <u>\$4,877,644</u> | <u>\$1,011,401</u> | <u>\$153,400</u> | <u>\$2,657,105</u> | <u>\$8,699,550</u> |
| | \$ 208,528 | \$ (24,600) | \$ (15,415) | \$ 0 | \$ 168,513 |

As shown on the following page, the amount to be raised through taxes has increased by \$221,785 (2.8%), from \$7,842,074 in FY 2013-14 to \$8,063,859 in FY 2014-15

The budget as proposed reflects a projected increase of \$159,606 in benefit costs, plus a decrease of \$53,407 in the amount available from unassigned reserves, revenues, and special reserve funds to offset the tax levy. These two items account for approximately 96% of the tax levy increase. It is important to note that the use of more realistic revenue estimates and the elimination of funds previously made available by reducing the emergency contingency and fuel reserves will continue to result in little opportunity to offset the tax levy at previous years' levels. Thus the County could quite possibly be facing another tax increase FY 2015-16.

| | |
|---|----------------|
| Undesignated Fund Balance 7/1/13 | 1,484,284 |
| Projected Net Changes as of 6/30/14 | <u>166,548</u> |
| Projected Undesignated Fund Balance 6/30/14 | 1,650,832 |
| Proposed Operating/Debt/Jail Budget | 8,730,078 |
| Recommended Fund Balance: 15% (1.8 mos) | 1,309,512 |
| Amount Available to Offset Tax Levy | <u>341,320</u> |

| | | | |
|----------------------------------|------------------|-----------------|------------------------|
| Total Proposed FY 2014-15 Budget | <u>8,868,963</u> | | |
| Less Non-Tax Revenue | <u>804,204</u> | | |
| TAXES TO BE RAISED | <u>8,063,859</u> | | |
| FY 2013-14 Tax Levy | <u>7,842,074</u> | | |
| | | Increase | 221,785 2.8% |

Projected Revenues

| | |
|----------------|----------------|
| DA | 4,500 |
| Administration | 15,700 |
| Deeds | 285,000 |
| Probate | 60,000 |
| Sheriff | 4,500 |
| EMA | <u>93,184</u> |
| TOTAL: | <u>462,884</u> |

Other Funding Sources

| | |
|------------------------------------|----------------|
| TOTAL AVAILABLE TO OFFSET TAX LEVY | <u>804,204</u> |
|------------------------------------|----------------|

2014-15 COMPARATIVE BUDGET SUMMARY

| EXPENDITURES | BUDGET HISTORY | | | | | | | % Difference |
|---|--------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|---------------------------------|------------------------------|---------------|
| | 2008-9 Budget Appropriation | 2009-10 Budget Appropriation | 2010-11 Budget Appropriation | 2011-12 Budget Appropriation | 2012-13 Budget Appropriation | 2013-14 Budget Appropriation | 2014-15 Budget Proposed | |
| General Government | | | | | | | | |
| Administration | 417,997 | 412,591 | 412,568 | 430,155 | 465,628 | 486,132 | 473,522 | -0.4% |
| Employee Benefits | 836,982 | 961,661 | 962,870 | 1,026,297 | 1,053,022 | 1,125,084 | 1,272,690 | 14.3% |
| Unemployment Reserve | | | | 4,500 | 7,500 | 12,000 | 16,000 | 33.3% |
| Unfunded Liability Reserve | 0 | 20,000 | 20,000 | 81,600 | 0 | 5,000 | 2,200 | -56.0% |
| Insurance | 89,375 | 84,235 | 81,390 | 177,258 | 81,300 | 85,000 | 84,100 | -1.1% |
| County Buildings (11-12 Combined) | | | | | | | | |
| Courthouse | 182,218 | 184,542 | 191,975 | 183,420 | 169,629 | 173,426 | 170,009 | -2.0% |
| 33 Court Street | 0 | 5,000 | | | | | | |
| District Attorney (11-12 Combined) | 163,585 | 168,345 | 173,149 | 156,869 | 184,508 | 191,938 | 188,246 | -1.9% |
| Superior Court (11'12 Combined) | | 5,075 | 7,250 | | | | | |
| Register of Deeds | 155,490 | 157,837 | 159,991 | 156,869 | 156,210 | 156,051 | 155,588 | -0.3% |
| Register of Probate | 136,534 | 136,315 | 143,776 | 141,301 | 138,918 | 143,225 | 143,949 | 0.5% |
| | 1,982,181 | 2,135,601 | 2,152,969 | 2,206,800 | 2,249,215 | 2,377,856 | 2,506,204 | 5.4% |
| Public Safety | | | | | | | | |
| Sheriff's Department | 1,324,692 | 1,334,022 | 1,359,202 | 1,387,634 | 1,376,034 | 1,381,568 | 1,420,911 | 2.8% |
| Transport & Boarding (Transp & Jail Assmt) & Alternative Sentencing Programs | 2,773,435 | 2,295,847 | 2,295,847 | | 2,657,105 | | | |
| Volunteers of America Adult Programs | 230,774 | 152,000 | 0 | 2,476,477 | | 2,657,105 | 2,657,105 | 0.0% |
| OUI/Multiple OUI Offender Programs | 37,500 | 37,500 | 0 | | | | | |
| Civil Process | 80,677 | 101,430 | 30,886 | Office only | 33,179 | 27,990 | 29,690 | 0.0% |
| Communications | 735,153 | 811,204 | 851,827 | 846,500 | 897,637 | 896,631 | 921,461 | 2.8% |
| Emergency Management Agency | 74,153 | 85,375 | 87,404 | 98,370 | 118,342 | 122,323 | 159,876 | 30.7% |
| | 5,256,384 | 4,817,378 | 4,625,146 | 4,842,160 | 5,077,108 | 5,087,317 | 5,189,043 | 2.0% |
| Debt Service | | | | | | | | |
| Principal & Interest Payments | 1,072,963 | 1,097,607 | 1,073,257 | 999,413 | 974,813 | 950,213 | 925,613 | -2.6% |
| Payment on Lease Purchase | | | 24,600 | 75,000 | 61,188 | 61,188 | 61,188 | 0.0% |
| | 1,072,963 | 1,097,607 | 1,097,857 | 1,074,413 | 1,036,001 | 1,011,401 | 986,801 | -2.4% |
| Unclassified | | | | | | | | |
| Program Grants | 37,626 | 39,925 | 43,000 | 43,562 | 43,562 | 39,339 | 39,414 | 0.2% |
| Other Uses of Funds | | | | | | | | |
| Grants/Special Projects/Other | 10,000 | 6,000 | 6,000 | 6,700 | 6,600 | 37,970 | 8,616 | -77.3% |
| Capital Improvements | 106,754 | 147,187 | 150,000 | 108,627 | 116,840 | 153,400 | 137,985 | -10.0% |
| Fuel Reserve | | | | 41,718 | 0 | 0 | 0 | 0.0% |
| Orthoimagry Reserve | | | | | 2,400 | 4,267 | 0 | -100.0% |
| | 116,754 | 153,187 | 156,000 | 153,043 | 125,840 | 195,637 | 146,601 | -24.9% |
| Overlay | 20,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| TOTAL EXPENDITURES | 8,405,678 | 8,243,698 | 8,074,972 | 8,323,978 | 8,531,726 | 8,699,550 | 8,868,063 | 1.9% |
| REVENUES | 2008-2009 Revenues Budgeted | 2009-2010 Budgeted Revenues | 2010-2011 Budgeted Revenues | 2011-12 Budgeted Revenues | 2012-13 Budgeted Revenues | 2013-14 Budgeted Revenues | 2014-15 Budgeted Revenues | |
| Estimated Revenue | 801,612 | 550,510 | 306,500 | 330,000 | 410,912 | 409,677 | 462,884 | 12.9% |
| Special Assessment | | | | | | | | |
| Surplus | 371,834 | 460,956 | 536,240 | 761,746 | 425,539 | 416,083 | 341,320 | -18.0% |
| Jail Authority Surplus | | | | | | | | |
| Other Governmental Funds | | | | | 87,037 | 31,716 | 0 | -100.0% |
| TOTAL REVENUES | 1,173,446 | 1,011,466 | 842,740 | 1,091,746 | 923,488 | 857,476 | 804,204 | -6.2% |
| TAX CALCULATION | | | | | | | | |
| Total Expenditures | 8,405,678 | 8,243,698 | 8,074,972 | 8,323,978 | 8,531,726 | 8,699,550 | 8,868,063 | 1.9% |
| Minus Revenues & Other Sources | 1,173,446 | 1,011,466 | 842,740 | 1,091,746 | 923,488 | 857,476 | 804,204 | -6.2% |
| TAXES TO BE RAISED | 7,232,232 | 7,232,232 | 7,232,232 | 7,232,232 | 7,608,238 | 7,842,074 | 8,063,859 | 2.8% |

LD 1 CALCULATION HISTORY

| | 2009-2010 | 2010-2011 | 2011-2012 | 2012-2013 | 2013-2014 | 2014-2015 |
|--|------------------|------------------|-------------------|-------------------|-------------------|-------------------|
| Budget Appropriation | 8,243,698 | 8,160,184 | | | | |
| Plus Overlay | 0 | 0 | | | | |
| Less Projected Revenues | -550,510 | -322,750 | | | | |
| Less Surplus Used | -460,956 | -605,202 | | | | |
| Total Assessment Raised By Taxes | 7,232,232 | 7,232,232 | 7,232,232 | 7,608,238 | 7,842,074 | 8,063,859 |
| | | | | | | |
| Total Appropriation | 8,243,698 | 8,160,184 | | | | |
| Less Corrections-Related | -2,295,849 | -2,295,849 | | 2,657,105 | | |
| Less Corrections-Related | -1,097,607 | -1,024,013 | | 974,813 | | |
| Total Non-corrections Related Appropriation | 4,850,242 | 4,840,322 | | 3,976,320 | | |
| | | | | | | |
| Previous Years' LD 1 Limit | | 9,607,206 | 9,857,858 | 10,021,487 | 10,164,794 | 10,271,524 |
| | | | | | | |
| Property Growth Factor | | .00829 | Estimated - '0 | 0 | 0 | 0.0031 |
| Income Growth Factor | | <u>.0178</u> | <u>0.0166</u> | <u>0.0143</u> | <u>0.0105</u> | <u>0.0109</u> |
| Total Growth Factor | | 0.02609 | .0166 | 0.0143 | 0.0105 | 0.014 |
| | | | | | | |
| LD 1 Calculation | | | | | | |
| Previous Year's LD 1 Limit | | 9,607,206 | 9,857,858 | 10,021,487 | 10,164,794 | 10,271,524 |
| Times Total Growth Factor | | X '102.609% | X 101.66% | X 1.0143 | x 1.0105 | x 1.0140 |
| TOTAL LD 1 ASSESSMENT LIMIT | 9,607,206 | 9,857,858 | 10,021,487 | 10,164,794 | 10,271,524 | 10,415,325 |

Revenue

2014-2015 Revenue History and Projection

| | 2010-2011 | | 2011-2012 | | 2012-2013 | | 2013-2014 | | | 2014-2015 | |
|-------------------|-----------|---------|-----------|---------|-----------|---------|-----------|---------------|---------------|-----------|----------|
| | Budget | Actual | Budget | Actual | Budget | Actual | Budget | As of 1/15/14 | Estimated EOY | Projected | % Change |
| District Attorney | 1,400 | 6,132 | 4,500 | 6,960 | 4,500 | 5,651 | 4,500 | 3,378 | 4,500 | 4,500 | 0.0% |
| Deeds | 200,000 | 314,106 | 200,000 | 288,251 | 260,291 | 315,859 | 265,000 | 160,056 | 285,000 | 285,000 | 7.5% |
| Probate | 45,000 | 86,284 | 45,000 | 63,853 | 60,000 | 80,115 | 58,000 | 32,345 | 60,000 | 60,000 | 3.5% |
| EMA Rent | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2,070 | 8,280 | 100.0% |
| EMA | 32,000 | 45,861 | 46,300 | 56,795 | 66,671 | 77,128 | 61,327 | 16,681 | 61,327 | 84,904 | 35.8% |
| Civil | 55,000 | 64,652 | 13,500 | 17,307 | 10,000 | 15,941 | 12,000 | 5,336 | 9,150 | 10,000 | -16.7% |
| Sheriff | 1,500 | 7,936 | 4,700 | 8,053 | 3,500 | 5,659 | 3,500 | 3,162 | 4,500 | 4,500 | 28.6% |
| Interest Earned | 20,000 | 8,574 | 6,500 | 5,337 | 3,750 | 5,657 | 3,750 | 2,587 | 4,500 | 4,500 | 20.0% |
| Fuel Tax | 8,000 | 8,496 | 8,000 | 4,006 | 2,200 | 1,771 | 1,600 | 955 | 1,400 | 1,200 | -25.0% |
| Insurance Refunds | 0 | 0 | 1,500 | 3,196 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| Misc. | 14,000 | 38,975 | 0 | 348 | 0 | 13,762 | 0 | 1,985 | 2,150 | 0 | 0.0% |
| | 376,900 | 581,016 | 330,000 | 457,106 | 410,912 | 521,543 | 409,677 | 226,485 | 434,597 | 462,884 | 13.0% |

Comments on Revenues: The County traditionally has been extremely conservative in estimating revenues. As the amount of reserves used to offset the tax levy in the past will not be available in FY 2014-15, a more realistic projection has been used. Also, fuel tax revenue has been reduced due to increased use of the DOT facility by the Sheriff's Department. Finally, it should be noted that 60% of the increased revenue results from state reimbursement for the increased EMA departmental budget, as well as payment of 1/2 fair market value rent to the County for EMA office and storage space.

ESTIMATED END OF YEAR UNDESIGNATED FUND BALANCE AVAILABLE TO OFFSET TAXES FOR FY 2014-15

| A | B | C | D |
|--|------------------|-------------------|-------------------|
| June 30, 2013 UFB used to offset 2013-14 taxes | | | |
| 6/30/2013 Undesignated Fund Balance | \$ 1,932,083 | | |
| 7/1/2013 Amount of Surplus Used to Offset Taxes for FY 2012-13 | <u>(477,799)</u> | | |
| 7/1/2013 Total Surplus Available after 2013-14 Budget was Approved | | \$ 1,484,284 | |
| Current Budget's Projected Impact on UFB | | | |
| 6/30/2014 Anticipated appropriated funds not expended | \$ 133,384 | | |
| 6/30/2014 Anticipated Revenues in Excess of Projected | \$ 33,164 | | |
| 6/30/2014 Total Funds to be Returned to UFB | | <u>\$ 166,548</u> | |
| Total Projected UFB at the End of 2013-14 | | | \$ 1,650,832 |
| Maximum UFB Reseve allowed on a \$8,063,859 Tax Levy (20%) | | | \$ 1,612,772 |
| Minimum Amount that Must Be Used to Offset 2014-15 Taxes | | | \$ 38,060 |
| Recommended 15% Operating Reserve | | | \$ 1,309,512 |
| Total Amount Available to Offset 2014-15 Tax Levy | | | \$ 341,320 |

| Municipality | 2013 State Valuation | % of County Tax Levy | 2013-14 Municipality's County Tax Assessment | | 2014 State Valuation | % of County Tax Levy | 2014-15 Municipality's County Tax Assessment |
|--------------|----------------------|----------------------|--|--|----------------------|----------------------|--|
| Arrowsic | 81,150,000 | 1.91% | 149,784 | | 84,750,000 | 2.00% | 161,277 |
| Bath | 893,600,000 | 21.03% | 1,649,188 | | 882,250,000 | 20.77% | 1,674,864 |
| Bowdoin | 222,300,000 | 5.23% | 410,141 | | 220,000,000 | 5.18% | 417,708 |
| Bowdoinham | 233,250,000 | 5.49% | 430,530 | | 233,150,000 | 5.49% | 442,706 |
| Georgetown | 449,050,000 | 10.57% | 828,907 | | 468,650,000 | 11.04% | 890,250 |
| Phippsburg | 609,150,000 | 14.33% | 1,123,769 | | 622,250,000 | 14.65% | 1,181,355 |
| Richmond | 270,500,000 | 6.36% | 498,756 | | 263,450,000 | 6.2% | 499,959 |
| Topsham | 781,400,000 | 18.39% | 1,442,157 | | 783,200,000 | 18.44% | 1,486,976 |
| West Bath | 340,250,000 | 8.01% | 628,150 | | 329,250,000 | 7.75% | 624,949 |
| Woolwich | 368,900,000 | 8.68% | 680,692 | | 359,950,000 | 8.48% | 683,815 |
| TOTAL | 4,249,550,000 | 100% | 7,842,074 | | 4,246,900,000 | 100.0% | 8,063,859 |

Based on \$8,063,859 tax levy.

2014-2015

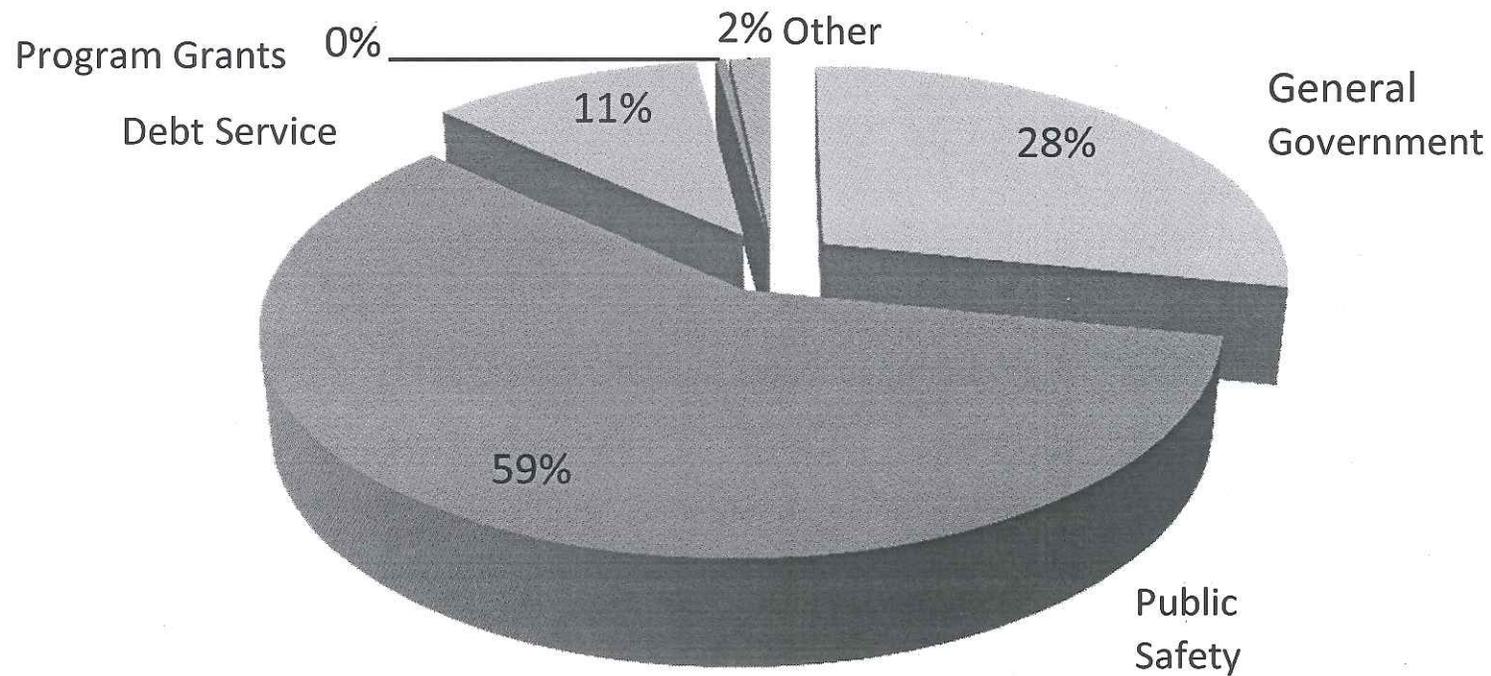
SAGADAHOC COUNTY'S SHORT TERM BORROWING LIMIT

By Statute, a County's short term borrowing limit is capped at 1/5 of 1% of the total valuation of the municipalities within the County.

| | |
|-----------------|----------------------------|
| \$4,246,900,000 | Valuation |
| X | <u>.01</u> |
| \$ 42,469,000 | |
| | <u>Divided by 5</u> |
| \$ 8,493,800 | Short Term Borrowing Limit |

Expenditures

FY 2014-15 Appropriations



**Sagadahoc County
FY 2014-15 Proposed Budget**

| | | |
|--|--------------------|-------------|
| Wages (all positions, OT, holiday, etc.) | \$2,811,786 | 31.7% |
| Jail | \$2,657,105 | 30.1% |
| Benefits/Payroll Taxes | \$1,272,690 | 14.3% |
| Debt Service | \$ 986,801 | 11.1% |
| Equip./Vehicle/Building R&M/Leases | \$ 246,197 | 2.8% |
| Professional Services | \$ 142,696 | 1.6% |
| Capital Reserve | \$ 137,985 | 1.6% |
| Vehicle Fuel | \$ 86,905 | 1.0% |
| Utilities | \$ 86,440 | 1.0% |
| Insurance (including judge's bonds) | \$ 84,460 | 0.9% |
| General/Office Supplies | \$ 66,085 | 0.8% |
| Training/Dues/Travel/Wellness | \$ 61,025 | 0.7% |
| Clothing/Safety/Firearms | \$ 44,300 | 0.5% |
| Equipment | \$ 40,608 | 0.4% |
| Program Grants | \$ 39,414 | 0.4% |
| Computers/Software | \$ 31,950 | 0.4% |
| Contingency | \$ 30,000 | 0.3% |
| Miscellaneous | \$ 23,416 | 0.2% |
| Misc. Reserves | \$ <u>18,200</u> | <u>0.2%</u> |
| TOTAL: | \$8,868,063 | 100% |

2014-15 ADMINISTRATION - 201

| | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | DEPARTMENT | Commr's to BAC | | BAC to Public Hearing | | Final Approved |
|----------------------------------|----------------|---------|----------------|---------|----------------|--------------------------------|------------------------------|---------|----------|------------|-----------------------|----------|-----------------------|----------|----------------|
| | BUDGET HISTORY | | BUDGET HISTORY | | BUDGET HISTORY | | | Request | % Change | | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | |
| | Budget | Actual | Budget | Actual | Budget | YTD Expenditures as of 1/23/14 | Anticipated EOY Expenditures | | | | | | | | |
| 51000 Department Head Wage | 74,518 | 71,984 | 73,281 | 73,000 | 74,746 | 40,068 | 74,746 | 76,533 | 2.4% | 76,533 | | | | | |
| 51020 Supervisory Wages | 50,639 | 50,239 | 50,440 | 43,987 | 56,215 | 29,587 | 56,215 | 57,560 | 2.4% | 57,560 | | | | | |
| 51030 Non-Supervisory Wages | 0 | 845 | 0 | 41,171 | 45,053 | 24,149 | 45,053 | 46,130 | 2.4% | 46,130 | | | | | |
| Project Mgr - 1/2 time | 25,900 | 26,297 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | | | | | |
| HR Specialist | 0 | 0 | 48,185 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | | | | | |
| Admin. Assistant | 29,500 | 29,046 | 13,050 | 4,122 | 13,000 | 140 | 6,000 | 13,000 | 0.0% | 13,000 | | | | | |
| 51070 Commissioners | 21,162 | 21,162 | 21,081 | 21,000 | 21,081 | 14,000 | 21,081 | 21,162 | 0.4% | 21,162 | | | | | |
| 51070 Treasurer | 5,039 | 26,576 | 5,019 | 5,000 | 5,019 | 5,019 | 5,019 | 5,038 | 0.4% | 5,038 | | | | | |
| 51080 Salary Adjustments | 5,000 | 0 | 5,000 | 5,000 | 5,000 | 0 | 0 | 5,000 | 0.0% | 5,000 | | | | | |
| 51090 Accounting Clerk | 31,512 | 31,216 | 31,341 | 34,985 | 36,862 | 19,759 | 36,862 | 37,743 | 2.4% | 37,743 | | | | | |
| Bd of Assmt Review | 500 | 35 | 500 | 438 | 350 | 0 | 350 | 350 | 0.0% | 350 | | | | | |
| 52300 Wellness/Safety/Ergonomics | 2,560 | 512 | 2,560 | 0 | 2,500 | 348 | 2,500 | 2,500 | 0.0% | 2,500 | | | | | |
| 53000 Office Supplies | 8,500 | 9,349 | 8,500 | 4,627 | 8,500 | 1,383 | 8,000 | 8,000 | -6.3% | 8,000 | | | | | |
| 53050 Books and Periodicals | 400 | 451 | 400 | 122 | 410 | 137 | 410 | 410 | 0.0% | 410 | | | | | |
| 53060 Postage | 1,200 | 1,035 | 1,200 | 886 | 1,300 | 391 | 1,000 | 1,000 | -23.1% | 1,000 | | | | | |
| 53090 Minor Equipment | 2,750 | 2,959 | 2,750 | 1,889 | 2,750 | 0 | 2,750 | 2,750 | 0.0% | 2,750 | | | | | |
| 54000 Training & Prof. Dev. | 2,800 | 2,703 | 2,800 | 1,591 | 3,100 | 2,329 | 3,100 | 3,100 | 0.0% | 3,100 | | | | | |
| 54020 Dues and Membership | 11,375 | 10,797 | 11,375 | 10,732 | 10,700 | 374 | 10,700 | 10,300 | -3.7% | 10,300 | | | | | |
| 54030 Legal Fees | 18,000 | 12,878 | 18,000 | 18,661 | 18,000 | 5,029 | 15,000 | 18,000 | 0.0% | 18,000 | | | | | |
| 54040 Prof. Svc - Contracted | 29,000 | 24,081 | 27,000 | 19,773 | 27,000 | 11,370 | 25,000 | 26,000 | -3.7% | 26,000 | | | | | |
| Miscellaneous Expenses | 0 | 165 | 500 | 530 | 500 | 523 | 700 | 1,000 | 100.0% | 1,000 | | | | | |
| 54090 Equip. Maint. Contracts | 13,100 | 11,033 | 13,100 | 8,485 | 6,200 | 2,291 | 4,650 | 4,600 | -25.8% | 4,600 | | | | | |
| 54500 Auditing Services | 12,500 | 12,298 | 12,500 | 13,500 | 13,500 | 14,000 | 17,000 | 16,500 | 22.2% | 16,500 | | | | | |
| 55120 Telephone | 5,400 | 4,105 | 5,400 | 6,613 | 5,400 | 1,673 | 5,200 | 5,000 | -7.4% | 5,000 | | | | | |
| 55190 Travel | 1,800 | 1,947 | 1,800 | 2,374 | 1,900 | 1,971 | 2,400 | 1,900 | 0.0% | 1,900 | 0.0% | | | | |
| 56200 Advertising | 3,500 | 3,915 | 3,500 | 1,583 | 3,500 | 312 | 3,500 | 3,200 | -8.6% | 3,200 | | | | | |
| 56210 Printing | 500 | 500 | 500 | 0 | 500 | 0 | 500 | 500 | 0.0% | 500 | | | | | |
| 57400 Computer Equipment | 23,000 | 18,541 | 23,000 | 8,903 | 29,600 | 13,162 | 29,600 | 23,400 | -20.9% | 23,400 | | | | | |
| 59500 Contingency | 50,000 | 28,877 | 30,000 | 19,305 | 30,107 | 7,510 | 30,107 | 30,000 | -0.4% | 30,000 | | | | | |
| Economic/Community Development | 0 | 0 | 52,846 | 52,846 | 52,846 | 35,229 | 52,846 | 52,846 | 0.0% | 52,846 | | | | | |
| TOTALS | 430,155 | 403,546 | 465,628 | 401,123 | 475,639 | 225,735 | 460,289 | 473,522 | -0.4% | 473,522 | -0.4% | | | | |

DETAILS

2% Wage increase for the Administrator; plus 52 weeks + 2 days

2% Wage increase for the Deputy to the Administrator for 52 weeks + 2 days

2% increase for the Accounting Manager, 52 weeks + 2 days

This position has been eliminated.

This position was combined with the Deputy to the Administrator.

Part-time position to assist with general office duties, help maintain website; assist with bookkeeping functions and/or special projects.

0% increase for Commissioners; plus 52 wks + 2 days

0% increase for the Treasurer; plus 52 wks + 2 days

At the discretion of the Commissioners, this account is used for salary adjustments, temporary help, etc.

2% increase for the Accounting Clerk, plus 52 wks + 2 days.

Administrative costs, training, advertising and supplies for the Sagadahoc County Board of Assessment Review .

Fluand Hep B shots. Ergonomic Evaluations, Ergonomically correct workspace adjustments and equipment, return-to-work physicals required by management; purchasing and replenishing first aid kits, reasonable accomodation equipment (ADA), Safety Program (repair deficiencies noted in inspections), Wellness Program, posters.

Paper, copier cartridges, printer cartridges, checks, W-2s, W-4s, recording tapes, binders, calendars, folders/file hangers, ink stamps, desk supplies, visual display supplies, signage, etc.

Times Record **(\$130)**; 2 Winger HR handbooks **(\$200)**; Govt Acct Standards **(\$50)**; Maine Municipal Directories **(\$30)**.

Postage for outgoing correspondence; supplies for the postal maching (postal machine rental prmts are in building budget); postage rate has increased.

\$750 of this appropriation is so the Administrative and Finance employees are able to replace small equipment during the budget year. The types of items that might need to be replaced through this line are calculators; shredders, monitor stands, printers, fax machines, small vacuuum, hole punches, paper cutter. **\$2,000** is for the replacement of chairs, desks, bookshelves, tables, etc for all County offices, as needed to replace broken furniture or, when recommended by an ergonomic specialist, furniture that will eliminate physical risks to an employee.

Safety Training **\$70**; MMA courses **\$420**; MCCA convention **\$1,060** (including \$360 Hannah-planning Committee lodging) ; GFOA conven.and meetings **\$900**; MTCMA conv and meetings: **\$500**; Treasurer's Assn.: **\$150**

MMA dues **\$600**; MCCA dues/convention support **\$8,765**; Maine Treasurers' Assn **\$150**; MACCAM **\$150**; GFOA **\$250**; MGFOA **\$100**; MTCMA **\$150**; Maine HR **\$70**; Notary Renewals **\$60**. (Note: NACO dues moved to EMA department.)

Used for legal representation in legal matters, Union matters, legal review of agreements, personnel issues, grievances, abatement appeals and contracts.

The majority of these funds **(\$17,500)** is used for contracted Information Technology work which includes a rapid response contract for emergency SO and Communications related computer problems (\$8,850) as well as computer set up, installation of software, trouble shooting, resolving computer crashes, installing back-up mechanisms, and overseeing several networks. This line item also used to contract for investigations, consulting, HR issues/studies; website assistance; energy audits; financial software support and training (\$3,500) and student internships for special projects in the amount of **\$7,500**; **\$1,000** for the Registry of Deeds Single Portal buy-in

Flowers; food for meetings; plaques; etc. Items not considered to be office supplies. Moved \$500 from office supplies to cover increase.

Copier Maintenance for all County copiers except the copier in Deeds **(\$1,512)**; website hosting fee **\$3,000**. Reduced because software maintenance cost have been moved to 54510.

Independent financial review **(\$14,500)** required annually by law includes \$2,500 for preparation of CAFR documents, also required by law, and **\$2,000** for mid-year site visit.

Phone costs distributed among departments by formula (cells + phones+ long distance + fax)

Employees utilize County vehicle when practical; if POV is used, mileage is reimbursed per state rate, currently \$0.44 per mile. Commissioners and the Treasurer are reimbursed at same rate.

Publication of public meeting notices/caucuses and sale of property and advertising to fill board member and employee vacancies.

Printing of checks, envelopes, business cards, annual report, etc.

Countywide Computer hardware and software replacements; servers; anti-virus/fire wall licenses (approx **\$3,400/yr**); 50 computers replaced on a 3 to 4 year rotation. Departments that already know they will need replacement computers in 2014-15 are as follows: Civil - 1; Admin - 2; EMA - 1; SO/Transport - 5; Probate-2; 2 spare; others as needed and/or server replacement , for a total of \$17,000. Also includes \$3,000 for much needed upgrades to the County web site. Overall reduction is due to removal of cost for new financial software.

Commissioners' discretionary funds for unanticipated expenses.

Contract with the MidCoast Council of Governments to provide these service to all of the Towns in Sagadahoc County.

2014-2015 EMPLOYEE BENEFITS - 204

| | | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-2015 | | | | | | DETAILS | |
|--------|------------------------------|----------------|---------|----------------|---------|----------------|----------------------------|-------------------|------------|----------|-----------------------|----------|-----------------------|----------|---------|---|
| | | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | COMMISSIONERS | | BAC to Public Hearing | | | FINAL |
| | | Budget | Actual | Budget | Actual | Budget | YTD expended as of 1/15/14 | Antic EOY Expend. | Request | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | | Approved |
| 2010 | Unemployment Compensation | | | | | | | | | | | | | | | MOVED TO UNEMPLOYMENT RESERVE ACCOUNT |
| 2020 | Workers Compensation | 42,447 | 36,333 | 46,000 | 47,698 | 44,000 | 28,661 | 49,150 | 84,500 | 92.0% | 84,500 | 92.0% | | | | Workers Comp is estimated on a calendar year basis. The County's premium for calendar year 2014 is \$73,207. We will get a new bill for calendar year 2015 in January 2015. The County anticipates a payment schedule as follows: \$36,603 Jul - Dec 2014, and \$48,397 Jan- Jun 2015. The total projected premium cost FY2014 is \$44,000. The reason for this significant increase is based upon recent claims, which included a \$250,000 settlement with a former employee and payouts for injuries sustained on the job. Our modifier has increased from .09% in 2013 to 1.6% in 2014. It is anticipated that 2015 will see yet another increase as several existing claims are factored in. |
| 2030 | Short Term Disability (UNUM) | 11,000 | 10,883 | 10,700 | 11,084 | 11,100 | 4,254 | 11,100 | 11,350 | 2.3% | 11,350 | 2.3% | | | | The County pays for short term disability for all full time employees. The benefit pays 50% of a disabled employee's weekly wages not to exceed \$300 (provided the injury is not covered by Workers Comp.) Cost for total County does not include Transport and VOCA. We pay a contract price monthly for each employee. FY2014-15 is budgeted based on full staffing.. |
| 2040 | MePers Life Insurance | 17,600 | 15,193 | 19,300 | 21,521 | 19,750 | 10,766 | 21,532 | 22,850 | 15.7% | 22,850 | 15.7% | | | | Beginning 1/1/10, MePers started calculating its life insurance premiums differently to factor in age categories. We have several employees moving into a high age category in FY 14-15. The budgeted cost does not include Transport and VOCA. |
| 2110 | 457s - Deferred Compensation | 13,750 | 13,105 | 18,300 | 12,516 | 12,750 | 4,928 | 12,750 | 15,840 | 24.2% | 15,840 | 24.2% | | | | For employees who do not participate in Maine State Retirement, (now MePers), the County will match the employee's contribution (up to 6% match) if the employee chooses to participate in one of the two 457 plans sponsored by the County. Employee retirements have reduced current and anticipated budget costs. The FY2015 budget based on current participants and the addition of 1 new one for a total of \$15,840. |
| 2120 | MePers MSR Retirement | 96,000 | 97,222 | 115,000 | 127,705 | 141,150 | 87,981 | 148,500 | 171,100 | 21.2% | 171,100 | 21.2% | | | | Due to the current low yield on investments, the MePers retirement program has increased all employers' contributions (MePers/MSRS is a defined benefit retirement.) Increases in the employers' portion range from .5 to 1.3% depending upon the specific plan(s). County's total projected cost for 2014-15 is \$171,100 (includes OT and credit, excludes transport and VOCA). The County carries a surplus in its MSR fund. Each month MSR's invoice credits the County for a pre-established amount of money that MSR takes from the County's surplus. MSR reduces the amount used from surplus each year - the schedule for drawdowns, as it currently stands, is designed to amortize depletion of the surplus in 7 years beginning July 1, 2010. For 2014-15 the drawdown is \$2,763 mo. X 12 = \$33,156. The surplus credit balance at the beginning of 2014-15 will be approximately \$114,668. |
| 2200 | MMA Health & Life | 619,000 | 546,755 | 634,150 | 571,744 | 669,670 | 326,334 | 606,500 | 748,850 | 11.8% | 748,850 | 11.8% | | | | The County experienced a 4.0% increase at its January 2014 renewal with the Maine Municipal Employee Health Trust. Projected health insurance premiums for 2014-15 = \$748,120 (excluding transport and VOCA) The first half year premium will be approximately \$356,250. The premium for the second half of 2013-14 = \$391,870 (10% increase per MMEHT). MMEHT life insurance is expected to be \$725. |
| 2500 | FICA | 208,060 | 208,148 | 192,000 | 190,774 | 209,792 | 103,281 | 207,000 | 212,800 | 1.4% | 212,800 | 1.4% | | | | Based on .0765% of all wages budgeted minus Transport and VOCA. |
| 2510 | Employee Assistance Program | 1,320 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | 0.0% | | | | This program is now being provided by MMA Health Insurance at no extra cost to the County, and it includes the same benefits as our previous Employee Assistance Program through MidCoast Hospital. |
| | Health Insurance Buy-Out | 11,300 | 9,818 | 8,800 | 3,600 | 3,600 | 1,900 | 4,000 | 4,000 | 11.1% | 4,000 | 11.1% | | | | FY2014-15 Budget is based upon the current number of employees who have opted out. |
| | YMCA Passes | 1,320 | 1,272 | 1,272 | 1,272 | 1,272 | 1,272 | 1,272 | 1,400 | 10.0% | 1,400 | 10.0% | | | | Based upon usage, two passes appear sufficient at the current time. The cost per pass has increased for the first time in several years. |
| TOTALS | | 1,021,797 | 938,729 | 1,045,522 | 995,374 | 1,113,084 | 569,377 | 1,061,804 | 1,272,690 | 14.3% | 1,272,690 | 14.3% | | | | |

2014-2015 INSURANCE - 206

| | | 2011-12 | | 2012-13 | | 2013-14 | | | | 2014-15 | | | | | | | | |
|--------|-------------------------------|----------------|--------|----------------|--------|-------------------------|--------|---------------------------|--------------------|------------------------------|------------------|----------|------------------------------|-----------------------|-----------------------|--------------------|----------|----------|
| | | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | | DEPT. REQUEST | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL | |
| | | Budget | Actual | Budget | Actual | Result. Deduct. Reserve | Budget | YTD Expend. as of 1/15/14 | Antic. EOY Expend. | Resulting Deductible Reserve | Original Request | % Change | Resulting Deductible Reserve | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| 6010 | Property & Casualty Insurance | 79,300 | 75,099 | 79,300 | 81,520 | N/A | 82,200 | 74,576 | 74,576 | N/A | 80,600 | -1.95% | N/A | 80,600 | -1.95% | | | |
| 6020 | Surety Bonds | 1,700 | 1,311 | 1,500 | 1,311 | N/A | 1,500 | 1,311 | 1,311 | N/A | 1,500 | 0.00% | N/A | 1,500 | 0.00% | | | |
| | Deductible Reserve | 500 | 0 | 500 | 500 | 702 | 1,300 | 1,000 | 2,000 | 2 | 2,000 | 53.85% | 2,002 | 2,000 | 53.85% | | | |
| TOTALS | | 81,500 | 76,410 | 81,300 | 83,331 | 702 | 85,000 | 76,887 | 77,887 | 2 | 84,100 | -1.06% | 2,002 | 84,100 | -1.06% | | | |

DETAILS

Most recent annual premium for the Risk Pool (for calendar year 2014) = \$74,100. The Risk Pool advises that all counties anticipate an increase of 8-10% effective 1 Jan 2015, with payment for the entire year due at that time. Also includes \$525 for West Bath Tower.

Blanket coverage in the amount of \$250,000 which is in excess of blanket crime coverage in the amount of \$100,000 through the MCCA Risk Pool. (Estimates 10% increase of the ACTUAL premium.)

This Reserve Account was established in the 2010-2011 Budget to offset deductibles that the County may have to pay as a result of losses, or uncovered losses. This reserve helps to reduce the need for departments to budget for "what if" losses. The resulting reserve total would cover two accident deductibles, which is the type of claim that is most often made by the County.

| History of Pool Expenses (By calendar year) | |
|--|--------|
| 2006 | 85,288 |
| 2007 | 85,288 |
| 2008 | 81,052 |
| 2009 | 74,934 |
| 2010 | 74,706 |
| 2011 | 73,742 |
| 2012 | 75,099 |
| 2013 | 74,303 |
| 2014 | 74,100 |

2014-2015 BUILDINGS - 210

| | 2011-12 | | 2012-13 | | 2013-2014 | | | 2014-2015 | | | | | | | DETAILS | |
|-------------------------------------|----------------|--------|----------------|--------|----------------|---------------------------|--------------------|---------------|----------------|----------|-----------------------|----------|-----------------------|----------|---|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | Commr's Budget to BAC | | BAC to Public Hearing | | | FINAL |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend. As of 1/15/14 | Antic. EOY Expend. | Dept. Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | | Approved |
| 51020 Supervisory | 40,520 | 40,200 | 40,361 | 39,940 | 41,168 | 22,071 | 41,168 | 42,152 | 42,152 | 2.4% | 42,152 | 2.4% | | | 2% increase - Facilities Supervisor ; plus 52 weeks + 2 days | |
| 51300 Part-time Wages | 4,213 | 1,552 | 4,213 | 1,925 | 4,213 | 2,438 | 4,213 | 5,967 | 5,967 | 41.6% | 5,967 | 41.6% | | | 2 % increase - Part-time Custodian (increased from 6.5 to 9 hrs/wk based on need, including covering for absences of supervisor) | |
| 51500 Overtime | 2,000 | 706 | 2,000 | 1,909 | 1,800 | 887 | 1,800 | 1,900 | 1,900 | 0.0% | 1,900 | 0.0% | | | Plowing of two parking lots (Courthouse and 33 Court Street). | |
| 53020 General Supplies | 7,750 | 5,099 | 7,750 | 6,985 | 7,750 | 3,573 | 7,750 | 7,750 | 7,750 | 0.0% | 7,750 | 0.0% | | | Cleaning and general maintenance products, spray disinfectants, keyboard air canisters, paper towels, toilet paper, soaps, disinfectants, purrell, small hand tools, small replacement parts, paint and painting supplies, keys, hardware, interior signage, lawn care products, parts necessary for minor repairs, gravel, chipseal, small lawn tools, exit and safety signs, etc. | |
| 53100 Sand and Salt | 800 | 322 | 800 | 375 | 700 | 80 | 700 | 700 | 700 | 0.0% | 700 | 0.0% | | | Sand and salt for the parking lots at 33 Court and 752 High; usage based on 8-9 plowable storms. | |
| 53400 Heating Fuel (Propane) | 12,600 | 14,084 | 13,700 | 15,341 | 16,100 | 3,168 | 8,750 | 12,000 | 12,000 | -25.5% | 12,700 | -21.1% | | | The County converted to propane in 2013-14 and received an excellent price (\$1.61/gallon). There is uncertainty as to when natural gas will reach the Courthouse and It would therefore seem prudent to budget for propane, 1500 gal @ 1.695 + 6000 @ 1.689. If this is not adequate, there are additional funds available in the fuel reserve account. | |
| 53600 Minor Equipment | 1,500 | 78 | 1,000 | 1,103 | 1,000 | 0 | 1,000 | 1,000 | 1,000 | 0.0% | 1,000 | 0.0% | | | Purchase or repair of electrical tools, portable steam cleaners, vacuums, floor buffers, heat sensor guns, handcards, etc, motion sensors, digital thermometers, ceiling fans. | |
| 53700 Vehicle Consum. & Gas | 1,500 | 1,978 | 2,000 | 1,833 | 2,000 | 334 | 1,900 | 1,900 | 1,900 | -5.0% | 1,900 | -5.0% | | | The facilities vehicle travels about 6,200 miles per year and gets approx. 12 miles per gallon. Calculation is based on an average per gallon purchase price of \$3.65 per gallon. This vehicle is parked at the courthouse overnight and on weekends unless there is the threat of ice or snow. In addition to this line item, the Commissioners have placed funds in a reserve account for gasoline. | |
| 53800 Vehicles R&M | 2,000 | 3,214 | 2,000 | 3,189 | 2,500 | 2,399 | 2,500 | 2,500 | 2,500 | 0.0% | 2,500 | 0.0% | | | Tires, regular maintenance and repairs on the facility vehicle, its plow and sander and the car used by all departments by employees traveling on County business. Both vehicles are aging, which necessitates additional maintenance. | |
| 55100 Electricity | 44,850 | 46,151 | 37,200 | 36,837 | 37,750 | 14,106 | 34,560 | 35,750 | 35,750 | -5.3% | 35,750 | -5.3% | | | The KWHs used in 2013 (313,104) were 1.7% more than the previous year; however, six months of this increase should be offset by the savings from our current contract with Constellation Energy, while the remaining six months will see an anticipated increase of 11% in the supply rate. | |
| 55120 Water and Sewer | 3,300 | 2,826 | 3,100 | 3,933 | 3,100 | 1,941 | 4,250 | 3,750 | 3,750 | 21.1% | 3,750 | 21.1% | | | In 2012-13, the County's water and sewer usage totaled \$3,933, which reflected increased usage to water new sod around the courthouse. Current projected use for FY 13-14 is \$3,6; however, the increase is due primarily to a leak in the AC cooling tower that caused high consumption in August and September.. The City of Bath is proposing a 1.5% increase in sewer, which is reflected in this budget. | |
| 55200 Building Repair & Maintenance | 16,950 | 13,686 | 16,950 | 10,187 | 16,950 | 4,822 | 16,950 | 16,000 | 16,000 | -5.6% | 16,000 | -5.6% | | | Includes only ad hoc repairs (does not include items for which a service agreement exists - see 55400). Covers unanticipated electrical, plumbing, locksmith, telephone system, roof repairs. Repairs by HVAC, Pine Tree Elevator; Northeast Security and other vendors that are not covered by any maintenance contracts. There are lighting fixtures, cracked ceramic sinks, worn out carpeting and other various maintenance needs throughout the Courthouse and at 33 Court Street. | |
| 55300 Rental-Land/Bldgs | 2,100 | 3,147 | 2,700 | 772 | 3,200 | 2,088 | 3,200 | 3,200 | 3,200 | 0.0% | 3,200 | 0.0% | | | Rental of a small storage area for tires in the City's old hospital (\$50/mo.), and \$175/mo rental of space at the district court for the DA's use (required by state law). This also includes \$500 for storage pf the plow and sander and mobile radar speed unit. | |
| 55600 Rental of Equip. | 3,500 | 3,189 | 3,500 | 1,578 | 3,500 | 800 | 3,500 | 3,500 | 3,500 | 0.0% | 3,500 | 0.0% | | | Includes rental of floor burnisher twice a year (\$500); Postal Machine rental from Pitney Bose (\$2,200); rental of riding mower (\$600) and misc. rental of equipment (\$200) | |

BUILDINGS

| | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | | |
|----------------------------|----------------|----------------|----------------|----------------|----------------|---------------------------|--------------------|----------------|----------------|--------------|-----------------------|--------------|--------------------|----------|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC | | FINAL |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend. As of 1/15/14 | Antic. EOY Expend. | Dept. Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| Equipment R&M (Contracted) | 21,525 | 20,594 | 25,305 | 22,910 | 25,395 | 12,688 | 25,395 | 24,940 | 24,940 | -1.8% | 24,940 | -1.8% | | | |
| Waste Collection | | 2,325 | 2,050 | 1,704 | 2,300 | 736 | 2,000 | 2,300 | 2,300 | 0.0% | 2,300 | 0.0% | | | |
| Special Projects | | 9,050 | 5,000 | 140 | 4,000 | 2,245 | 4,000 | 4,000 | 4,000 | 0.0% | 4,000 | 0.0% | | | |
| TOTALS | 177,258 | 168,201 | 169,629 | 150,661 | 173,426 | 71,475 | 163,636 | 169,309 | 169,309 | -2.4% | 169,309 | -2.0% | | | |

DETAILS

| VENDOR | PURPOSE | AMOUNT |
|---------------------------------|---|-----------------|
| New England Communications | Support, raining and maintenance for new phone system | \$5,550 |
| ... | ... | ... |
| Northeast Security | System support and maintenance for security systems at Courthouse and 33 Court Street - alarms, motion and heat sensors, and security cameras | \$2,500 |
| ... | ... | ... |
| Pine State Elevator | Monthly check of elevator system and annual maintenance | \$3,000 |
| ... | ... | ... |
| Smith Elevator Inspections..... | ... | \$ 200 |
| Cummings New England | Generator test/maintenance | \$ 700 |
| ... | ... | ... |
| HVAC | System support/quarterly maintenance including new air filters | \$5,700 |
| ... | ... | ... |
| Bardon's Water Service | Monitoring of Chemicals in HVAC loop | \$2,800 |
| ... | Annual cleaning/maintenance | ... |
| Boiler | ... | \$ 915 |
| ... | Required by Sewer District annually | ... |
| Backflow Prevention test | ... | \$ 75 |
| ... | Maintenance contract | ... |
| G & E Roofing | Required annually | \$2,800 |
| Fire Extinguisher Inspections | | \$ 700 |
| | | \$24,940 |

Includes \$1,850 Pinetree contract, plus landfill license and special disposal fees (shredding, etc.)

2013-14 Sample Facilities Projects: Door replacement (courthouse) **\$2,000**; tree work **\$665**, etc.

2014-2015 DISTRICT ATTORNEY/SUPERIOR COURT - 220

| | 2011-12 | | 2012-13 | | 2013-2014 | | | 2014-2015 | | | | | | | |
|------------------------------------|----------------|----------------|----------------|----------------|----------------|---------------------------|--------------------|----------------|----------------|--------------|-----------------------|--------------|-----------------------|----------|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend. as of 1/15/14 | Antic. EOY Expend. | Dept. Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| 54124 Supervisory Wages | 36,948 | 36,681 | 36,790 | 36,557 | 37,526 | 20,115 | 37,526 | 35,126 | 35,126 | -6.4% | 35,126 | -6.4% | | | |
| 54125 Non-Supervisory Wages | 31,514 | 31,910 | 31,382 | 31,297 | 32,010 | 17,158 | 32,010 | 32,775 | 32,775 | 2.4% | 32,775 | 2.4% | | | |
| 54140 Clerical Wages | 24,489 | 24,246 | 24,390 | 24,317 | 28,433 | 15,174 | 28,433 | 29,113 | 29,113 | 2.4% | 29,113 | 2.4% | | | |
| 54166 DV Investigator | 46,944 | 46,585 | 46,771 | 46,592 | 47,707 | 25,572 | 47,707 | 48,847 | 48,847 | 2.4% | 48,847 | 2.4% | | | |
| 54311 Office Supplies | 2,800 | 2,630 | 2,700 | 2,765 | 2,900 | 1,450 | 2,900 | 2,900 | 2,900 | 0.0% | 2,900 | 0.0% | | | |
| 54356 Books & Periodicals | 2,200 | 3,455 | 2,800 | 3,216 | 3,400 | 441 | 3,200 | 3,200 | 3,200 | -5.9% | 3,200 | -5.9% | | | |
| 54386 Postage | 2,100 | 1,864 | 2,100 | 2,583 | 2,100 | 718 | 2,100 | 2,100 | 2,100 | 0.0% | 2,100 | 0.0% | | | |
| 54390 Minor Equipment | 800 | 627 | 800 | 671 | 800 | 120 | 800 | 800 | 800 | 0.0% | 800 | 0.0% | | | |
| 54391 Vehicles Gasoline | 1,400 | 1,661 | 1,400 | 1,535 | 1,600 | 617 | 1,600 | 1,600 | 1,600 | 0.0% | 1,600 | 0.0% | | | |
| 54414 Training | 1,700 | 1,643 | 1,700 | 2,130 | 1,800 | 1,650 | 1,800 | 1,900 | 1,900 | 5.6% | 1,900 | 5.6% | | | |
| 54424 Dues & Membership | 850 | 402 | 850 | 718 | 850 | 561 | 750 | 750 | 750 | -11.8% | 750 | -11.8% | | | |
| 54510 Professional Service | 12,000 | 12,235 | 12,000 | 10,850 | 12,750 | 5,269 | 12,000 | 12,750 | 12,750 | 0.0% | 12,750 | 0.0% | | | |
| 54514 Vehicles Repairs & Maint | 700 | 1,005 | 1,000 | 1,104 | 1,000 | 323 | 1,000 | 1,000 | 1,000 | 0.0% | 1,000 | 0.0% | | | |
| 54520 Telephone | 3,500 | 3,122 | 3,200 | 3,015 | 3,000 | 1,572 | 3,200 | 3,200 | 3,200 | 6.7% | 3,200 | 6.7% | | | |
| 54521 Fax/Mode./Internet | 1,500 | 1,410 | 2,500 | 1,829 | 2,500 | 189 | 1,000 | 800 | 800 | -68.0% | 800 | -68.0% | | | |
| 54530 Equip Repair/Maintenance | 4,600 | 5,078 | 4,600 | 4,589 | 4,025 | 422 | 4,250 | 4,250 | 4,250 | 5.6% | 4,250 | 5.6% | | | |
| 54540 Judicial Liability Insurance | 200 | 165 | 200 | 212 | 212 | 207 | 207 | 210 | 210 | -0.9% | 210 | -0.9% | | | |
| 54541 Travel | 2,750 | 3,565 | 2,900 | 3,037 | 2,900 | 917 | 2,900 | 2,900 | 2,900 | 0.0% | 2,000 | 0.0% | | | |
| 54542 Advertising | 200 | 0 | 200 | 0 | 200 | 0 | 200 | 200 | 200 | 0.0% | 200 | 0.0% | | | |
| 54543 Juror Refreshments | 225 | 189 | 225 | 228 | 225 | 57 | 225 | 225 | 225 | 0.0% | 225 | 0.0% | | | |
| 54544 Superior Court Witness Fees | 5,000 | 4,966 | 5,000 | 2,393 | 5,000 | 1,057 | 4,000 | 4,000 | 4,000 | -20.0% | 4,000 | -20.0% | | | |
| 54545 District Court Witness Fees | 1,000 | 149 | 1,000 | 711 | 1,000 | 131 | 1,000 | 500 | 500 | -50.0% | 500 | -50.0% | | | |
| TOTALS | 183,420 | 183,588 | 184,508 | 180,349 | 191,938 | 93,720 | 188,808 | 189,146 | 189,146 | -1.5% | 188,246 | -1.9% | | | |

DETAILS

Lower due to new employee. 2% wage increase + 52 wks + 2 days.

2 % wage increase for the Victims Advocate; 52 wks + 2 days.

2% wage increase for the Office Clerk; 52 wks + 2 days; INCREASED from 35 hrs/week to 40 hrs./week in FY 2013-14

2% wage increase for the Domestic Violence Officer; 52 wks + 2 days.

Includes regular office supplies, plus cartridges for printers and fax.

First year using on-line research (\$2,325). Printed material includes vertigo, court rules and Maine Reporter (\$875).

The office supplies large amounts of Discovery to defendants, including police reports, photos, CD/s and DVD's. When cases appealed ten copies of briefs are sent to Law Court and two to defendant.

For replacement of equipment such as fax machines and shredders which do not qualify as capital items because of short life span or low cost.

Gasoline for Domestic Violence Investigator.

Most expenses are related to the annual Prosecutors Conference (includes registration fee, lodging, travel and meals.) Increased due to decline in grant support for advocates training.

Annual Bar Registration fees for attorneys, plus dues for Maine Prosecutors Association and National District Attorneys Association

Includes computer consulting and overhead (\$7,500), payment to Knox County for Database Management (\$2,500), Transcripts (\$750) and Laboratory Tests (\$2,000)

Includes regular maintenance for vehicle used by Domestic Violence Investigator, including oil changes, tire replacement and minor repairs.

Includes office telephone lines in Bath and West Bath, as well as reimbursement to Knox County for District Attorney cell phone. Domestic Violence Investigator and Asst. DA stipends of \$30.00 each per month for use of personal cell phone for business. Half phone cost of shared prosecutor.

Includes monthly email (\$32) and annual cost of Messenger licenses (\$343)

Annual maintenance contract for New Dawn Prosecution Software (\$3,350) and share of centralized servers at MeDATS (\$900).

Liability coverage for State Employees.

Travel costs for court appearances, largely by shared Juvenile Attorney and shared Sagadahoc/Lincoln Prosecutor.

For vacancy when employee resigns.

Grand Jury refreshments.

The county is required to pay a "Bill of Costs" or witness fees for Superior Court appearances by law enforcement officers on their day off, civilian witnesses and any testimony required of a professional witness, such as a doctor or chemist. Reduced based on experience with Unified Criminal Docket.

District Court witness fees. Reduced based on experience with Unified Criminal Docket.

2014-2015 DEEDS - 230

| | | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | | DETAILS | |
|---------------|------------------------------------|----------------|----------------|----------------|----------------|----------------|---------------------------|--------------------|----------------|----------------|--------------|-----------------------|--------------|-----------------------|----------|----------------|--|
| | | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC TO Public Hearing | | | FINAL |
| | | Budget | Actual | Budget | Actual | Budget | YTD Expend. as of 1/15/14 | Antic. EOY Expend. | Dept. Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | | Approved |
| 51020 | Non-Supervisory | 36,965 | 36,725 | 36,821 | 37,186 | 37,558 | 20,127 | 37,558 | 38,446 | 38,446 | 2.4% | 38,446 | 2.4% | | | | 2% wage increase- Deputy Registrar; 52 wks + 2 days. |
| 51030 | Clerk | 29,781 | 29,679 | 29,656 | 24,604 | 26,955 | 14,445 | 26,955 | 27,600 | 27,600 | 2.4% | 27,600 | 2.4% | | | | 2% wage increase-Deeds Clerk. 52 wks + 2days. |
| 51070 | Elected Official | 37,400 | 35,550 | 37,250 | 36,972 | 37,995 | 20,364 | 37,995 | 38,902 | 38,902 | 2.4% | 38,902 | 2.4% | | | | 2% wage increase - Register of Deeds; 52 wks + 2 days. |
| 53010 | Office Supplies | 2,700 | 2,786 | 2,200 | 1,862 | 2,200 | 155 | 2,200 | 2,200 | 2,200 | 0.0% | 2,200 | 0.0% | | | | Office supplies including paper, toner, general supplies and forms. Notices are now e-mailed to customers letting them know that their invoices are available on line, which saves toner, paper and envelopes. |
| 53050 | Books & Periodicals | 93 | 92 | 93 | 92 | 93 | 0 | 93 | 0 | 0 | -100.0% | 0 | -100.0% | | | | No longer needed. |
| 53060 | Postage - Office | 2,500 | 1,152 | 1,800 | 745 | 1,800 | 283 | 1,800 | 1,800 | 1,800 | 0.0% | 1,800 | 0.0% | | | | General office and document mailings. |
| 53600 | Minor Equipment | 300 | 300 | 300 | 300 | 300 | 117 | 300 | 300 | 300 | 0.0% | 300 | 0.0% | | | | Misc small equipment |
| 53055 | Credit Card Expenses | 0 | 1,061 | 1,100 | 2,331 | 2,160 | 194 | 194 | 0 | 0 | -100.0% | 0 | -100.0% | | | | No longer needed. |
| 55400 | Equip R& M Maint. Contracts | 37,500 | 33,558 | 38,400 | 32,866 | 39,600 | 16,313 | 39,600 | 40,500 | 40,500 | 2.3% | 40,500 | 2.3% | | | | BrownTech \$ 4,600 IBM Equip Lease Purchase 16,600 Norton Lamb Software 10,000 Iron Mountain (repository/imaging) 8,300 Spillers 1,000 Total \$ 40,500 |
| 55401 | Equipment R&M (Ad hoc maintenance) | 1,450 | 125 | 1,000 | 632 | 1,000 | 0 | 750 | 1,000 | 1,000 | 0.0% | 1,000 | 0.0% | | | | These funds are budgeted to cover non-contracted repairs and maintenance. |
| 54010 | Training | 1,000 | 246 | 1,000 | 309 | 1,000 | 191 | 1,000 | 1,000 | 1,000 | 0.0% | 1,000 | 0.0% | | | | County Commissioners Conference; training for staff. |
| 54020 | Dues & Membership | 150 | 150 | 150 | 150 | 150 | 0 | 150 | 150 | 150 | 0.0% | 150 | 0.0% | | | | Registrar's Association dues |
| 54510 | Professional Svc | 500 | 885 | 1,200 | 566 | 0 | 0 | 0 | 0 | 0 | | 0 | | | | | No longer needed. |
| 55120 | Telephone | 1,975 | 1,533 | 1,240 | 1,156 | 1,240 | 355 | 1,240 | 1,240 | 1,240 | 0.0% | 1,240 | 0.0% | | | | Department is charged a portion of the total County telephone costs each month. |
| 56100 | Travel | 500 | 428 | 500 | 380 | 500 | 225 | 500 | 500 | 500 | | 450 | -10.0% | | | | Mileage reimbursement for employee travel to meetings or the MCCA conference. |
| 56210 | General Supplies & Printing | 3,775 | 2,743 | 3,500 | 4,190 | 3,500 | 513 | 3,500 | 2,000 | 2,000 | -42.9% | 2,000 | -42.9% | | | | Reduction due to fact books are no longer printed. |
| TOTALS | | 156,589 | 147,013 | 156,210 | 144,341 | 156,051 | 73,282 | 153,835 | 155,638 | 155,638 | -0.3% | 155,588 | -0.3% | 0 | 0 | 0 | |

2014-2015 PROBATE COURT- 235

| | | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | | | |
|-------|--------------------------------|----------------|---------|----------------|---------|----------------|---------------------|------------|---------------|----------------|----------|-----------------------|----------|-----------------------|----------|----------|---|
| | | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL | |
| | | Budget | Actual | Budget | Actual | Budget | YTD Expend. 1/15/14 | Antic. EOY | Dept. Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved | |
| 51000 | Non-Supervisory Wages | 33,700 | 33,438 | 33,571 | 33,465 | 34,243 | 18,347 | 34,243 | 35,073 | 35,073 | 2.4% | 35,073 | 2.4% | | | | 2% wage increase for Deputy Register; 52 weeks + 2 days. |
| | Elected Official - Register | 64,587 | 64,095 | 39,317 | 64,095 | 40,103 | | | 41,061 | 41,061 | 2.4% | 41,061 | 2.4% | | | | 2 % wage increase for Register; 52 weeks + 2 days |
| 54070 | Elected Official - Judge | | | 25,014 | | 25,024 | 34,919 | 65,127 | 25,121 | 25,121 | 0.4% | 25,121 | 0.4% | | | | 0% wage increase for Probate Judge; 52 weeks + 2 days. |
| 54300 | Part-time Wages | 12,514 | 12,637 | 12,466 | 12,582 | 12,715 | 7,016 | 12,715 | 13,019 | 13,019 | 2.4% | 13,019 | 2.4% | | | | 2% wage increase for part time clerk; 52 weeks + 2 days. |
| 53010 | Office Supplies | 2,500 | 1,945 | 2,500 | 2,228 | 2,600 | 846 | 2,600 | 2,600 | 2,600 | 0.0% | 2,600 | 0.0% | | | | Cost of toner has increased with purchase of new printer. |
| | Books & Periodicals | 650 | 532 | 600 | 576 | 665 | 415 | 665 | 700 | 700 | 5.3% | 700 | 5.3% | | | | This item covers the cost of Maine Estate and Probate Law books which are issued new each year after the Legislature adjourns (\$250); the new Maine Court Rules (also a annual publication) (\$40); annual updates to the Mitchell Probate Rules and Forms and Probate Procedures books \$325 for a total of \$615; includes \$85 to cover anticipated increases next year. |
| 53050 | Postage | 3,500 | 2,032 | 2,500 | 2,626 | 2,500 | 303 | 2,500 | 2,500 | 2,500 | 0.0% | 2,500 | 0.0% | | | | Even with the increase in postal rates, the increase can be absorbed because of the method used to ship passports. |
| 54010 | Training | 3,000 | 2,976 | 3,000 | 1,009 | 3,000 | 1,366 | 3,000 | 3,000 | 3,000 | 0.0% | 3,000 | 0.0% | | | | MCCA Convention Registration and Judge Voorhees' NCPJ convention attendance (partial).. Anticipate full departmental attendance in FY 14-15. |
| 54020 | Dues & Membership | 500 | 395 | 375 | 375 | 375 | 275 | 375 | 375 | 375 | 0.0% | 375 | 0.0% | | | | Maine Probate Judges Assembly (\$275); Maine Association of Registers of Probate (\$100) |
| 54530 | Document Management | 2,500 | 2,240 | 2,500 | 2,240 | 2,500 | 2,240 | 2,240 | 2,500 | 2,500 | 0.0% | 2,500 | 0.0% | | | | Cost of the ICON system of docketing (software) Support Contracts and Web-Hosting Services by calendar year. |
| | Professional Service | 8,000 | 2,415 | 8,000 | 5,699 | 8,000 | 935 | 8,000 | 8,000 | 8,000 | 0.0% | 8,000 | 0.0% | | | | This item covers the cost of court-appointed Attorneys, Visitors and Guardian ad Litem for clients who are indigent. The expense for this line item is totally unpredictable and cannot be anticipated from one year to the next. Visitors are almost always paid by the petitioner, but there will be an occasional one that Probate Court has to fund. The rate of pay is the same as the State pays: \$40 per hour for Visitor and \$50 per hour for a Guardian ad Litem or Attorney. More and more of these services are being required as people deal with the housing crisis and the poor economy, and there are several cases currently that will likely result in payment by this department. |
| 54510 | Telephone | 1,850 | 868 | 925 | 1,020 | 850 | 348 | 1,000 | 1,050 | 1,050 | 23.5% | 1,050 | 23.5% | | | | Based on previous year's usage. |
| 55120 | Equipment Repair & Maintenance | 350 | 118 | 350 | 0 | 350 | 0 | 200 | 200 | 200 | -42.9% | 200 | -42.9% | | | | Only our printers, fax machines and typewriter need to be budgeted by Probate. New and replacement scanners are purchased with funds from the Records Preservation account. |
| 55400 | Judicial Liability Coverage | 150 | 125 | 150 | 125 | 1,650 | 125 | 150 | 150 | 150 | -90.9% | 150 | -90.9% | | | | Insurance cost of \$150 - acquired through the State. |
| 56020 | Travel | 500 | 561 | 650 | 369 | 650 | 259 | 650 | 650 | 650 | 0.0% | 600 | -7.7% | | | | This item includes mileage, tolls, parking and meals for Judge Voorhees and the Probate staff for professional meetings. The Maine Probate Judges' Assembly meets three times a year and the Maine Association of Registers of Probate meets six times a year. This is also the category where mileage to the MCCA convention would be listed - registration, meals and lodging would be listed under Training for the convention, but the meals consumed on single travel days would go here. |
| 56100 | Advertising | 7,000 | 7,665 | 7,000 | 8,514 | 8,000 | 3,610 | 8,000 | 8,000 | 8,000 | 0.0% | 8,000 | 0.0% | | | | This item pays for the legal notices that we have to publish twice each month. We charge each estate \$60.00 for this publication, so it is offset by that income. The cost varies annually based upon the number of filings. |
| 56200 | TOTALS | 141,301 | 132,042 | 138,918 | 134,923 | 143,225 | 71,004 | 141,465 | 143,999 | 143,999 | 0.5% | 143,949 | 0.5% | | | | |

DETAILS

2014-2015 CIVIL - 415

| | | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | | |
|---------------|------------------------------|----------------|---------------|----------------|---------------|----------------|---------------------------|-----------------------|---------------|----------------|-------------|-----------------------|----------|-----------------------|----------|----------|
| | | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPT. REQUEST | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL |
| | | Budget | Actual | Budget | Actual | Budget | YTD Expend. As of 1/15/14 | Projected End of Year | Dept Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| 51020 | Supervisory Wages | 25,854 | 26,371 | 20,800 | 13,910 | 20,800 | 11,130 | 21,024 | 21,810 | 21,810 | 4.9% | | | | | |
| 51300 | Part-time Wages | 4,800 | 4,739 | 4,300 | 9,822 | 4,000 | 3,769 | 5,500 | 3,300 | 3,300 | -17.5% | | | | | |
| 53010 | Office Supplies | 250 | 336 | 250 | 381 | 250 | 106 | 200 | 225 | 225 | -10.0% | | | | | |
| 53060 | Postage | 50 | 888 | 40 | 876 | 40 | 52 | 70 | 50 | 50 | 25.0% | | | | | |
| 53600 | Minor Equipment | 225 | 0 | 200 | 270 | 250 | 96 | 200 | 200 | 200 | -20.0% | | | | | |
| 53800 | Clothing/Safety | 500 | 443 | 400 | 481 | 350 | 77 | 325 | 300 | 300 | -14.3% | | | | | |
| 55120 | Telephone | 600 | 1,164 | 1,200 | 1,061 | 1,200 | 554 | 930 | 1,050 | 1,050 | -12.5% | | | | | |
| 55340 | Equipment (Rental) | 300 | 0 | 200 | 0 | 200 | 0 | 0 | 200 | 200 | 0.0% | | | | | |
| 56100 | Travel | 100 | 258 | 100 | 621 | 100 | 0 | 50 | 55 | 55 | -45.0% | | | | | |
| 56210 | Printing | 500 | 650 | 500 | 364 | 500 | 982 | 982 | 500 | 500 | 0.0% | | | | | |
| 59015 | Allowance for Uncollectables | 0 | 1,880 | 0 | 0 | 2,000 | 0 | 0 | 2,000 | 2,000 | 0.0% | | | | | |
| TOTALS | | 33,179 | 36,729 | 27,990 | 27,786 | 29,690 | 16,766 | 29,281 | 29,690 | 29,690 | 0.0% | | | | | |

DETAILS

2% salary increase; 52 wks. + 2 days. (Last year's budget did not reflect extra day or 2% COLA)

One of the part time civil deputies steps in to manage the civil department when the department supervisor is absent.

General supplies - paper, toner, staples, clips, etc
Non-reimbursed postage only.

This line is used to replace or repair office equipment such as printers, OCR reader, typewriter, etc

Polo shirts, outerwear, etc for three part time deputies

Includes the portion of the telephone land line costs that are distributed to the Civil Dept. through a distribution formula.

Formerly used for pagers, now used for non-office equipment such as radios, flashlights, etc.

Only the mileage reimbursement as may be required for non-service related responsibilities is included in this line item. Actual mileage driven for delivery of civil service papers is reimbursed to the civil deputies out of different fund (pass through fund) since mileage reimbursement for service of civil papers is paid by the attorney, business or individual requesting that the papers be served.

Printing expense for service invoicing forms

Based upon actual for 2011-12.

The total request for general funds for the Civil Office is \$29,690 and the total amount of civil processing pass through funds is expected to be approximately \$74,000, for a total of about \$105,125.

The Civil Dept. serves an average of 2000 sets of civil papers per year, which are served by two part-time civil process servers (civil deputies). The department also employs a part-time administrator.

2014-2015 SHERIFF'S OFFICE - 401

| | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | FINAL Approved | | |
|--------------------------------|------------------|------------------|------------------|------------------|------------------|------------------------------|--------------------------|------------------|-------------------|------------------|-----------------------------|-------------|-------------------|----------------------------|-------------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | | BAC to Public Hearing | |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend. As of 1/15/14 | Projected End of Year | Dept Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | | BAC Recom- mendation | % Change |
| Chief Deputy | 58,027 | 58,196 | 57,797 | 57,923 | 58,952 | 31,600 | 58,952 | 60,353 | 60,353 | 2.4% | 60,353 | 2.4% | | | |
| 51020 Supervisory Wages | 39,226 | 38,913 | 37,171 | 39,178 | 37,914 | 20,432 | 37,914 | 34,968 | 34,968 | -7.8% | 34,968 | -7.8% | | | |
| 51030 Administrative Clerk | 30,843 | 33,126 | 30,731 | 37,832 | 30,283 | 16,237 | 30,283 | 31,007 | 31,007 | 2.4% | 31,007 | 2.4% | | | |
| 51040 Data Entry/Records Clerk | 27,101 | 26,895 | 27,004 | 27,875 | 28,233 | 15,206 | 28,233 | 28,908 | 28,908 | 2.4% | 28,908 | 2.4% | | | |
| 51070 Sheriff | 69,845 | 69,306 | 69,575 | 69,306 | 70,964 | 38,042 | 70,964 | 71,243 | 72,661 | 0.4%/2.4% | 72,661 | 2.4% | | | |
| 51100 Investigator Wages | 158,373 | 155,874 | 156,521 | 112,379 | 154,908 | 78,717 | 146,600 | 161,571 | 161,571 | 4.3% | 161,571 | 4.3% | | | |
| 51105 Patrol Supervisors | 264,662 | 262,599 | 262,460 | 209,267 | 214,364 | 115,038 | 214,364 | 223,060 | 223,060 | 4.1% | 223,060 | 4.1% | | | |
| 51110 Patrol Deputies | 368,457 | 342,264 | 365,625 | 376,667 | 406,497 | 221,967 | 410,400 | 426,605 | 426,605 | 4.9% | 426,605 | 4.9% | | | |
| 51150 Deputy Outside Assmt. | 1,500 | 0 | 1,000 | 0 | 1,000 | 0 | 0 | 1,000 | 1,000 | 0.0% | 1,000 | 0.0% | | | |
| 51200 Part-time Wages | 14,000 | 14,020 | 14,000 | 14,603 | 15,000 | 3,396 | 6,300 | 14,000 | 14,000 | -6.7% | 14,000 | -6.7% | | | |
| 51500 Overtime Wages | 63,000 | 70,876 | 64,000 | 86,103 | 65,000 | 39,609 | 71,600 | 67,300 | 67,300 | 3.5% | 67,300 | 3.5% | | | |
| 51540 Holiday Pay | 56,200 | 43,444 | 54,000 | 45,938 | 54,778 | 35,786 | 54,056 | 57,578 | 57,578 | 5.1% | 57,578 | 5.1% | | | |
| 51530 Training Wages | 17,000 | 10,350 | 17,000 | 16,892 | 18,000 | 11,038 | 18,500 | 19,000 | 19,000 | 5.6% | 19,000 | 5.6% | | | |
| 51600 Other Non-classified | 5,150 | 4,338 | 5,000 | 3,664 | 4,000 | 2,033 | 3,775 | 4,000 | 4,000 | 0.0% | 4,000 | 0.0% | | | |
| 51604 Community Policing | 15,000 | 14,101 | 15,000 | 13,780 | 15,000 | 7,117 | 13,460 | 12,500 | 12,500 | -16.7% | 12,500 | -16.7% | | | |
| 52500 Medical/Fitness Program | 3,750 | 1,373 | 3,300 | 1,090 | 3,300 | 209 | 775 | 3,000 | 3,000 | -9.1% | 3,000 | -9.1% | | | |
| 53940 Office Supplies | 5,500 | 5,258 | 5,250 | 4,167 | 5,200 | 2,946 | 5,200 | 5,200 | 5,200 | 0.0% | 5,200 | 0.0% | | | |
| 53025 Pub.Safety Consumables | 12,000 | 9,721 | 12,000 | 8,660 | 14,000 | 2,003 | 12,500 | 16,000 | 16,000 | 14.3% | 16,000 | 14.3% | | | |
| 53060 Postage | 500 | 344 | 400 | 392 | 350 | 330 | 350 | 350 | 350 | 0.0% | 350 | 0.0% | | | |
| 53000 Minor Equipment | 1,500 | 1,500 | 1,400 | 432 | 1,250 | 129 | 1,200 | 1,200 | 1,200 | -4.0% | 1,200 | -4.0% | | | |
| 53700 Vehicles Gasoline | 72,600 | 69,639 | 70,800 | 65,233 | 74,175 | 29,084 | 58,500 | 70,950 | 70,950 | -4.3% | 70,950 | -4.3% | | | |
| 53800 Uniforms & Safety | 14,500 | 10,932 | 14,700 | 14,801 | 15,000 | 9,175 | 14,000 | 15,500 | 15,500 | 3.3% | 15,500 | 3.3% | | | |
| 53805 Firearms | 4,000 | 3,692 | 3,500 | 1,038 | 3,500 | 1,411 | 3,411 | 3,000 | 3,000 | -14.3% | 3,000 | -14.3% | | | |
| 53900 Public Safety Equipment | 12,500 | 6,482 | 12,000 | 9,956 | 12,000 | 1,765 | 10,500 | 12,000 | 12,000 | 0.0% | 12,000 | 0.0% | | | |
| 54010 Training & Prof. Dev. | 14,000 | 13,452 | 13,500 | 12,947 | 13,000 | 2,770 | 10,045 | 14,000 | 14,000 | 7.7% | 14,000 | 7.7% | | | |
| 54020 Dues and Membership | 850 | 470 | 900 | 1,048 | 900 | 345 | 845 | 900 | 900 | 0.0% | 900 | 0.0% | | | |
| 54100 Laundry Services | 6,800 | 5,927 | 6,600 | 6,647 | 6,500 | 2,730 | 5,815 | 6,500 | 6,500 | 0.0% | 6,500 | 0.0% | | | |
| 54510 Profess.Svcs Contracted | 1,500 | 457 | 1,500 | 1,350 | 1,500 | 0 | 0 | 1,500 | 1,500 | 0.0% | 1,500 | 0.0% | | | |
| 55010 Vehicles R & M | 32,000 | 29,751 | 32,000 | 29,859 | 31,700 | 16,886 | 31,800 | 32,500 | 32,500 | 2.5% | 32,500 | 2.5% | | | |
| 55120 Telephone | 8,700 | 7,080 | 8,000 | 8,039 | 11,000 | 4,887 | 8,780 | 10,500 | 10,500 | -4.5% | 10,500 | -4.5% | | | |
| 55125 K-9 Support | 0 | 0 | 1,000 | 1,131 | 1,000 | 132 | 500 | 1,000 | 1,000 | 0.0% | 1,000 | 0.0% | | | |
| 55240 Contract Services | 750 | 200 | 4,600 | 4,606 | 4,600 | 1,986 | 4,100 | 4,600 | 4,600 | 0.0% | 4,600 | 0.0% | | | |
| 55400 Equip. Repair & Maint. | 5,300 | 4,247 | 5,200 | 4,045 | 5,200 | 2,010 | 5,200 | 5,200 | 5,200 | 0.0% | 5,200 | 0.0% | | | |
| 56200 Advertising | 500 | 600 | 500 | 694 | 500 | 423 | 423 | 500 | 500 | 0.0% | 500 | 0.0% | | | |
| 56300 Community Policing | 2,000 | 1,643 | 2,000 | 1,157 | 2,000 | 80 | 1,900 | 2,000 | 2,000 | 0.0% | 2,000 | 0.0% | | | |
| TOTALS | 1,387,634 | 1,317,070 | 1,376,034 | 1,288,699 | 1,381,568 | 715,519 | 1,341,245 | 1,419,493 | 1,420,911 | 2.7%/2.8% | 1,420,911 | 2.8% | | | |

DETAILS

2% wage increase; 52 weeks plus 2 days

2% wage increase; 60% SO/40% Transport split for this salary to align the distribution to more accurately reflect job functions and responsibilities; plus 2 additional days

2% wage increase; 52 weeks plus 2 days

2% wage increase; 52 weeks plus 2 days

2% wage increase; 52 weeks plus 2 days

Detectives (3); Det/Sgt plus 2 FT Dets; includes longevity; 2% wage increase; 52 weeks plus 2 days

Supervisors (4); 2 Sgts, 2 Cpls; includes longevity; 2% wage increase; 52 weeks plus 2 days

Patrol Deputies (10); includes step increases and longevity; 2% wage increase; 52 weeks plus 2 days

To cover outside jobs; special detail requests

Cover full-time patrol leave, court time, special assignments, shift replacement, mandatory training

Cover leave for open shifts, vacation, illness, special assignments, court time, additional patrol and investigative coverage

Union Contract

Supports all state and federal mandated training above normal duty time, mandatory training, K-9 training, field training duties

K-9 Stipend and other non-classified assignments

Supports all community related events, i.e. DARE, Project Alert, Camp Postcard, TRIAD, etc. (0.33 FTE previously paid out of Transport Support Wages)

Physicals, fitness programs per union contract

General office supplies, paper, ink cartridges tec.

Firearms ammunition, CID materials, batteries, blankets, first aid kits, flares, etc. All consumables, Tazers and equipment, repellant issues

Postage cost

Equipment not considered to be Capital expenses, i.e. calculators, printers, cabinets, etc.

Gasoline for vehicles. The sheriff's Department fleet includes the following vehicles: Patrol 13; Detective 3; SO Administration 3; Spare Patrol 1. Calculation based on 21,500 gallons at \$3.30 per gallon. (Plus Commissioners fuel reserve)

All uniform and clothing, union contracted related items, boots, gun belts, holsters, badges, traffic safety vest, etc.

Updated all weapons, new hires, rifles for cruisers, other specialized equipment, etc.

New equipment, replacement equip.for vehicles, radios, radars, bullet proof vest, cameras, etc.

Training related expenses, meals, lodging, registration fees

Dues for NESPIN, Maine Sheriff's Association, Maine Chiefs of Police, IACP, NSA, etc.

Uniform, clothing care and maintenance

Polygrams, psychological testing consultant fees, etc.

Repairs, major and minor. Tires, oil changes, general vehicle maintenance, etc.

All telephone lines, cellular and long distance (increase due to issuance of additional cell phones per union contract)

K-9 Veterinary Insurance (\$600) & Boarding fees

LexisNexis Contract

Repair & maintenance contracts for equipment, radar units, cameras, mobile radio repairs, computer maintenance, portable maintenance, etc.

New positions and other ads

Promotional and educational materials, PR materials.

Note: Approximately 86% of SO budget is payroll; Payroll includes 52 weeks plus 2 days (.4)

TRANSPORT

TRANSPORT AND TBRJ ASSESSMENT

TRANSPORT

| | 2011-12 | | 2012-13 | | 2013-14 | | 2014-2015 | |
|-------------------------------------|----------------|----------------|----------------|----------------|----------------|-----------------------|-----------------------------|--|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | BOARD OF CORRECTIONS BUDGET | |
| | Budget | Actual | Budget | Actual | Budget | Projected End of Year | Budget | |
| 51011 Shift Supervisor | 18,579 | 17,880 | 18,642 | 17,337 | 18,900 | 18,610 | 23,316 | |
| Program Staff | 0 | 0 | 0 | 0 | 0 | 0 | 32,295 | |
| 51111 Transportation Officers | 138,365 | 126,562 | 133,481 | 133,653 | 140,094 | 140,265 | 118,005 | |
| 51301 Part-time Wages | 7,500 | 450 | 5,000 | 0 | 3,500 | 0 | 3,000 | |
| 51500 Overtime Wages | 11,000 | 9,250 | 10,500 | 4,288 | 9,000 | 9,000 | 9,000 | |
| 51540 Night Differential | 6,240 | 5,450 | 6,000 | 4,600 | 6,000 | 3,600 | 5,400 | |
| Fringe Benefits (see details below) | 57,797 | 54,501 | 64,167 | 63,809 | 65,977 | 66,200 | 69,810 | |
| 53010 Office Supplies | 1,000 | 720 | 1,000 | 752 | 850 | 750 | 750 | |
| 53020 General Supplies | 250 | 180 | 200 | 0 | 200 | 100 | 200 | |
| 53026 Security Equipment | 1,000 | 750 | 1,000 | 39 | 900 | 500 | 750 | |
| 53060 Postage | 100 | 80 | 80 | 9 | 90 | 75 | 75 | |
| 53510 Home Release Exp. | 0 | 0 | 0 | 857 | 0 | 0 | 0 | |
| 53600 Minor Equipment | 2,500 | 675 | 2,000 | 162 | 1,800 | 650 | 1,000 | |
| 53700 Vehicle Consum/Gas | 13,000 | 9,757 | 14,000 | 11,446 | 13,000 | 8,500 | 12,000 | |
| 53800 Uniforms & Safety | 3,250 | 2,950 | 3,200 | 786 | 3,000 | 2,200 | 2,750 | |
| 53805 Firearms | 1,000 | 900 | 1,000 | 0 | 1,000 | 400 | 600 | |
| 53901 Maintenance | 4,200 | 2,560 | 4,000 | 1,058 | 3,500 | 750 | 3,000 | |
| 54011 Training | 2,000 | 1,000 | 2,000 | 312 | 1,750 | 685 | 1,500 | |
| 54020 Dues & Membership | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 54101 Laundry Service | 2,400 | 1,710 | 2,300 | 2,072 | 2,100 | 1,580 | 2,100 | |
| 54110 Meal Allowance | 700 | 375 | 700 | 118 | 575 | 310 | 500 | |
| 54450 Tools and Implement | 3,800 | 2,740 | 3,500 | 0 | 3,200 | 1,500 | 3,000 | |
| 54509 Professional Service | 500 | 250 | 500 | 0 | 500 | 0 | 500 | |
| 55010 Vehicles R&M | 5,350 | 4,985 | 5,250 | 5,285 | 5,000 | 4,200 | 4,000 | |
| 55120 Telephone | 2,750 | 3,150 | 2,800 | 3,518 | 3,200 | 2,750 | 3,100 | |
| 55130 Fax/Modem/Internet | | 0 | 0 | 0 | 0 | 0 | 0 | |
| 55340 Rental of Equipment | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| 55400 Equipment R&M | 350 | 250 | 250 | 0 | 250 | 0 | 200 | |
| 56200 Advertising | 300 | 0 | 300 | 0 | 300 | 150 | 300 | |
| SUB TOTAL-TRANSPORT | 283,931 | 247,125 | 281,870 | 250,101 | 284,686 | 262,775 | 297,151 | |

| | 2011-12 | | 2012-13 | | 2013-14 | | 2014-15 | |
|--|------------------|------------------|------------------|------------------|------------------|------------------|-----------------------------|------------------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT YEAR | | BOARD OF CORRECTIONS BUDGET | |
| | Budget | Actual | Budget | Actual | Budget | Projected EOY | | |
| TBRJ Assessment | 2,200,003 | 2,200,003 | 2,352,692 | 2,384,456 | 2,372,419 | 2,384,521 | | 2,359,954 |
| Transport Assessment | 283,931 | 247,125 | 281,870 | 250,101 | 284,686 | 262,775 | | 297,151 |
| SUB TOTAL-Transport and Jail Assessment | 2,483,934 | 2,447,128 | 2,634,562 | 2,634,557 | 2,657,105 | 2,647,296 | | 2,657,105 |

ALTERNATIVE SENTENCING

| | 2011-12 | | 2012-13 | | 2013-14 | | 2014-15 | |
|--------------------------------------|------------------|------------------|------------------|------------------|------------------|-----------------------|---------------|------------------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | DEPT. REQUEST | |
| | Budget | Actual | Budget | Actual | Budget | Projected End of Year | Original | Budget (BOC) |
| Adult Program | 145,000 | 145,000 | 143,364 | 145,000 | 145,000 | 145,000 | | 145,000 |
| SUB TOTAL-ALTERN. SENTENCING | 145,000 | 145,000 | 143,364 | 145,000 | 145,000 | 145,000 | | 145,000 |
| TOTAL EXPENSES | 2,628,934 | 2,592,194 | 2,809,562 | 2,779,557 | 2,802,105 | 2,792,296 | | 2,802,105 |
| REVENUES FROM TAXES AND GRANT | 2,628,934 | 2,629,011 | 2,809,713 | 2,802,105 | 2,802,105 | 2,802,105 | | 2,802,105 |

| Fringe Benefits 2014-15 | |
|------------------------------|---------------|
| Health Insurance | 39,486 |
| Medicare - 1.45% | 2,704 |
| FICA - 6.20% | 11,566 |
| Life Insurance | 1,252 |
| Miscellaneous Benefits | 872 |
| MSRS | 9,000 |
| Workers Comp | 4,930 |
| Unemployment | 0 |
| Total Fringe Benefits | 69,810 |

2014-2015 COMMUNICATIONS - 430

| | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | | |
|--|----------------|---------|----------------|---------|----------------|---------------------------|--------------------|---------------|----------------|----------|-----------------------|----------|-----------------------|----------|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend. as of 1/15/14 | Antic. EOY Expend. | Dept. Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| 51010 Dept Head | 52,978 | 52,592 | 52,735 | 52,533 | 53,790 | 28,834 | 53,790 | 2%=55,076 | 57,452 | 6.8% | 57,452 | 6.8% | | | |
| 51020 Supervisory | 141,957 | 176,248 | 185,588 | 156,927 | 187,550 | 97,426 | 187,550 | 196,797 | 196,797 | 4.9% | 196,797 | 4.9% | | | |
| Promotion - 1 dispatcher to Disp. Sup'vr | 7,000 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | 0.0% | | | |
| 51120 Dispatchers | 416,033 | 405,185 | 431,532 | 384,770 | 423,684 | 206,580 | 423,684 | 432,917 | 432,917 | 2.2% | 432,917 | 2.2% | | | |
| 51300 Overtime Wages | 40,000 | 34,703 | 40,000 | 70,857 | 40,000 | 20,923 | 40,000 | 40,000 | 40,000 | 0.0% | 40,000 | 0.0% | | | |
| Holiday Pay | 53,550 | 52,309 | 53,550 | 48,520 | 57,500 | 33,632 | 57,500 | 57,500 | 57,500 | 0.0% | 57,500 | 0.0% | | | |
| 51330 Training Wages | 14,500 | 6,174 | 14,500 | 16,466 | 14,500 | 2,174 | 14,500 | 14,500 | 14,500 | 0.0% | 14,500 | 0.0% | | | |
| 52500 Medical & Fitness | 1,850 | 1,578 | 1,800 | 1,398 | 1,800 | 778 | 1,800 | 1,800 | 1,800 | 0.0% | 1,800 | 0.0% | | | |
| 53010 Office Supplies | 5,500 | 3,682 | 5,000 | 4,441 | 5,000 | 3,246 | 5,000 | 5,000 | 5,000 | 0.0% | 5,000 | 0.0% | | | |
| 53020 General Supplies | 500 | 297 | 500 | 531 | 500 | 577 | 577 | 1,000 | 1,000 | 100.0% | 1,000 | 100.0% | | | |
| 53060 Postage | 300 | 13 | 100 | 24 | 100 | 17 | 50 | 100 | 100 | 0.0% | 100 | 0.0% | | | |
| 50600 Minor Equipment | 2,500 | 2,366 | 2,500 | 2,431 | 2,500 | 1,995 | 2,500 | 2,500 | 2,500 | 0.0% | 2,500 | 0.0% | | | |
| 53300 Uniforms & Safety | 3,000 | 2,938 | 3,000 | 2,501 | 3,000 | 2,314 | 3,000 | 3,000 | 3,000 | 0.0% | 3,000 | 0.0% | | | |
| 54010 Training | 14,750 | 6,448 | 14,750 | 8,668 | 14,750 | 6,656 | 14,750 | 14,750 | 14,750 | 0.0% | 14,750 | 0.0% | | | |

DETAILS

2% COLA increase + 4.4% market adjustment; 52 weeks + 2 days.

There are four supervisors to supervise each of the Department's 4 shifts. 2% salary increase plus steps per union contract; 52 weeks plus 2 days

This was a one time expense.

2% salary increase plus steps per union contract; 52 weeks plus 2 days; lower increase due to new employees at lower salaries.

Department averages 26 hrs overtime per week when adequately staffed. The average OT rate is ~\$31.94/hr = \$830.44/wk. x 52 = \$43,182.88. OT is used to cover vacation, sick and personal leave, plus CTO.

There are 12 holidays/year, per the union contract. This calculation assumes that 2/3 of the dispatchers will work each holiday earning 1 1/2 and that 1/3 of employees will not work the holiday but will receive straight time for the holiday. The budget is formulated by taking the average between the cost of full and minimum staffing levels.

24 hours of CE per person (CPR, Stress Management, Integrity/Liability, Suicide calls, etc) 20.45 X 24 hrs = 490.80 x 15 dispatchers = \$7,362. Spillman and Navigator Conferences - \$1,341; Maine NENA Conference - \$1,772. New hires cost: 40 hour basic dispatch: \$600, 28 hr basic EMD: \$412, 40 hr TOC: \$600, 16 hr CPR 4235. Cost per new hire= \$1,847 x 2 new hires = \$3,694. This also covers other classes that are requested.

Predict 6 of 15 will take this \$300 benefit offered as part of the union contract.

Kept costs extremely low in 2011-12 to help compensate for underbudgeting payroll; however, this was problematic and so maintained full funding request.

Public Education materials for community outreach at Bath Safety Days, fire department open houses and other public safety events. Purchases are typically coloring books, crayons, book marks, 911 tatoos, pencils, etc. The increase is needed to keep up with the demand at these events.

These funds are utilized to replace office equipment and furniture on an as needed basis. Most years the department must replace one of the dispatcher chairs which must be designed to withstand 24X7 usage and adaptable to various heights and weights (such chairs have cost up to \$1,600 in the past). Other minor equipment that may need to be purchased, replaced or repaired are the heavy duty shredder, air purifier, phone sets, filing cabinets, and repair of desks.

Uniform allowance to \$200 per employee due to uniform requirement that the employee wear clothing item that clearly identifies her or him as a Sag RCC employee. (15 X \$200 = \$3,000.)

Covers the registration and lodging costs for one employee to attend the Spillman Users Conference in Salt Lake City (cost approx \$1,500) and the national EMD conference (\$1,250). The remainder of these training costs reflect the cost of state-mandated 24 hours of continuing education per year (three continuing education courses per year per dispatcher: \$250x3x16=\$12,000).

COMMUNICATIONS

| | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | | DETAILS | |
|-------|-----------------------------------|---------|----------------|---------|----------------|--------------------------------|--------------------|---------------|----------------|----------|-----------------------|----------|--------------------|----------|--|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC | | | FINAL |
| | | | Budget | Actual | Budget | YTD Expenditures as of 1/15/14 | Antic. EOY Expend. | Dept. Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | | Approved |
| 54020 | Dues & Membership | 550 | 397 | 550 | 447 | 400 | 304 | 400 | 400 | 400 | 0.0% | 400 | 0.0% | | Professional organization memberships to NENA, MECCA, APCO, Maine Chief of Police, Sag. Cty. Fire Chiefs Association. | |
| 54510 | Professional Service | 500 | 655 | 500 | 536 | 500 | 250 | 250 | 500 | 500 | 0.0% | 500 | 0.0% | | Two polygraph exams for assumed two new hires at \$250 each. | |
| 55120 | Telephone 911 System | 10,050 | 9,597 | 10,050 | 9,465 | 10,050 | 4,408 | 10,050 | 10,050 | 10,050 | 0.0% | 10,050 | 0.0% | | Covers copper business lines, director's cell phone, applicable long distance charges, replacement parts for the phone system, annual METRO, Fairpoint, OTT Communications and Pioneer Communications. | |
| 55310 | Rental of Equipment (Fiberoptics) | 13,870 | 12,690 | 13,870 | 0 | 13,870 | 12,690 | 13,870 | 13,870 | 13,870 | 0.0% | 13,870 | 0.0% | | Fiber rental (Comcast) from CommCen to Bath PD and Top PD for intercom, video and internet. The monthly cost of the Bath PD link is \$243 and the monthly for Topsham is \$814.50, totaling \$12,690 annually. The remaining \$1,180 reflects the estimated cost of repairing the video and line equipment paired with the fiber cables. | |
| 55400 | Equipment R & M - Spillman | 31,812 | 30,362 | 31,812 | 27,625 | 31,812 | 27,813 | 31,812 | 34,000 | 34,000 | 6.9% | 34,000 | 6.9% | | Spillman RMS maintenance (\$30,000); replacement of 5 UPS batteries (\$750); Datamaxx contract is \$1,125; other equipment repair/replacements.. | |
| 55410 | Equipment R & M - Electronic | 23,550 | 24,152 | 23,550 | 17,628 | 23,550 | 5,687 | 22,000 | 23,550 | 23,550 | 0.0% | 23,550 | 0.0% | | MidCoast Electric for repairs \$2,000 ; AT&T Mobility for Capital MDC air cards \$15,000 ; Acorn Recording annual maintenance contract \$2,500 ; Gscheduling software \$200; Annual inspection of roof top tower \$2,000 ; Computer repairs and installs not covered by maintenance contract \$1,500 ; minor radio repairs, and other small annual contracts (ESRI, Weathertap, etc.- \$550). | |
| 56100 | Travel | 3,000 | 2,009 | 3,000 | 1,227 | 3,000 | 1,401 | 2,500 | 3,000 | 3,000 | 0.0% | 2,900 | -3.3% | | This line covers reimbursement for travel (at the IRS rate), when employees use their own vehicles to travel to meetings, seminars and trainings; All employees are required to use the county vehicle whenever it is available and as logistics permit. | |
| 56200 | Advertising | 200 | 225 | 200 | 215 | 225 | 215 | 215 | 225 | 225 | 0.0% | 225 | 0.0% | | Increased to cover the cost of advertising in Jobs in Maine. Three of the last four hires came from this website. | |
| | 911 Computer Equipment | 8,550 | 5,494 | 8,550 | 8,149 | 8,550 | 1,578 | 8,550 | 8,550 | 8,550 | 0.0% | 8,550 | 0.0% | | Replacement of two computers (based upon recent replacement schedule/history), ancillary devices (monitors, etc.) and software for computers and equipment that support the 911 system. Also includes updates to the firewall system. | |
| | TOTALS | 846,500 | 830,135 | 897,637 | 815,359 | 896,631 | 460,204 | 894,348 | 919,085 | 921,461 | 2.5%/2.8% | 921,361 | 2.8% | | | |

2014-2015 EMERGENCY MANAGEMENT - 440

| | 2011-12 | | 2012-13 | | 2013-2014 | | | 2014-2015 | | | | | | | |
|----------------------------------|----------------|---------------|----------------|----------------|----------------|--------------------|----------------|---------------|----------------|---------------------------|-----------------------|--------------|--------------------|----------|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC | | FINAL |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend 1/15/14 | Antic. EOY | Dept. Request | Admin. Recom'd | % Change (Admin. Recom'd) | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| 51010 Department Head | 48,132 | 47,742 | 47,940 | 46,831 | 48,893 | 21,819 | 47,000 | 2%=50,061 | 50,385 | 3.5% | 50,385 | 3.5% | | | |
| 51300 Part-time Wages | 13,195 | 12,998 | 13,111 | 12,562 | 13,338 | 5,282 | 6,600 | | 0 | -100.0% | 0 | -100.0% | | | |
| Deputy Director | 0 | 0 | 0 | 0 | 0 | 0 | 6,600 | | 45,346 | 100.0% | 45,346 | 100.0% | | | |
| 53010 Office Supplies | 2,490 | 2,582 | 2,490 | 2,716 | 2,490 | 238 | 2,000 | | 2,500 | 0.4% | 2,500 | 0.4% | | | |
| 53060 Postage | 500 | 385 | 500 | 386 | 500 | 230 | 500 | | 400 | -20.0% | 400 | -20.0% | | | |
| 53400 Heating Oil (Propane) | 2,400 | 1,540 | 2,400 | 509 | 2,400 | 1,710 | 2,400 | | 2,400 | 0.0% | 2,400 | 0.0% | | | |
| 53600 Minor Equipment | 1,000 | 964 | 1,000 | 3,289 | 1,000 | 0 | 1,000 | | 1,000 | 0.0% | 1,000 | 0.0% | | | |
| 53700 Vehicles Gasoline | 2,280 | 3,779 | 2,515 | 3,250 | 2,500 | 1,034 | 2,500 | | 2,950 | 18.0% | 2,950 | 18.0% | | | |
| 53900 Pub. Safety Equip. | 0 | 0 | 18,858 | 19,858 | 18,858 | 18,858 | 18,858 | | 18,858 | 0.0% | 18,858 | 0.0% | | | |
| 54010 Training | 2,550 | 1,912 | 2,650 | 3,840 | 2,650 | 589 | 2,500 | | 3,000 | 13.2% | 3,000 | 13.2% | | | |
| 54020 Dues and Memberships | 552 | 245 | 552 | 190 | 1,267 | 230 | 1,267 | | 1,350 | 6.6% | 1,350 | 6.6% | | | |
| 54500 Professional Services | 2,000 | 0 | 2,000 | 10 | 2,000 | 0 | 2,000 | | 2,000 | 0.0% | 2,000 | 0.0% | | | |
| 55010 Vehicle R & M | 1,000 | 0 | 500 | 0 | 500 | 1,725 | 1,800 | | 1,500 | 200.0% | 1,500 | 200.0% | | | |
| 55120 Telephone | 1,400 | 1,976 | 2,499 | 2,078 | 1,900 | 377 | 1,900 | | 2,300 | 21.5% | 2,300 | 21.5% | | | |
| Tower Leases | 15,601 | 7,466 | 15,841 | 7,315 | 17,041 | 25,264 | 34,900 | | 18,727 | 9.9% | 18,727 | 9.9% | | | |
| 55400 Equip Repair & Maintenance | 4,610 | 6,285 | 4,826 | 7,730 | 6,326 | 1,025 | 6,326 | | 6,500 | 2.6% | 6,500 | 2.6% | | | |
| 55430 Storage Lease | 660 | 600 | 660 | 550 | 660 | 450 | 660 | | 660 | 0.0% | 660 | 0.0% | | | |
| TOTALS | 98,370 | 88,475 | 118,342 | 111,114 | 122,323 | 78,831 | 138,811 | | 159,876 | 30.7% | 159,876 | 30.7% | | | |

DETAILS

\$50,000 Department Head (salaried); 52 wks + 2 days.
 Position eliminated
 \$45,000 base salary; 52 weeks + 2 days
 General office supplies, material for making Identification Cards, supplies for public ed.
 Postage cost
 The County has one propane tank that supplies the Communication Center stove and one tank for the generator. The stove was changed to propane several years ago to provide a way for dispatchers to prepare food in the event of a power outage or pandemic emergency. The two tanks are rented from Downeast at a cost of \$52 per month (\$624/year) (This expense was moved to EMA so that it qualifies for the 50% State EMA reimbursement). EMA also pays for propane to fuel the generator.
 Upgrades for mobile/portable radios due to conversion to narrow band.
 16,000 miles divided by 18 mpg = 888.9 gallons X \$3.30 per gallon = \$2,933
 Reverse E-911 Emergency Notification System - Total annual cost is \$18,858. \$9,429 will be reimbursed by federal funding.
 Includes \$250 registration fees for training; \$250 to host the annual EMA dinner for the Sagadahoc County municipal level EMA officials and volunteers; \$200 for awards; \$450 BOH/LHO Meeting; \$400 bi-monthly misc meetings (6 @ \$67 each); plus \$600 NIMS Training and other misc. training. Also includes public education costs of \$400 for Heating Assistance Brochure and \$100 for "P.H. & You" taping copies. Additional \$350 was included to train new staff members.
 The cost of association dues was previously included in the Training line but is now its own line item. Maine EMA Association dues \$25x2; \$120 dues - National Association of Local Boards of Health (NALBOH); \$180 National Association of County and City Health Officials (NACCHO); \$277 MidCoast Chamber. New addition to this line is NACO at \$715 (which allows the County to participate in the prescription drug card program that is available to all Sagadahoc residents).
 This is to help support the MidCoast Hazmat Team out of the Brunswick Fire Department, so we don't lose the Technical Level Hazmat response resource due to State \$ cut backs.
 The amount requested is for maintenance on the EMA SUV and the MCI trailer.
 Includes cost of 2 office land lines (\$790); cell phone allowance x 2 (\$720); wireless internet card (\$783).
 Tower Leases:
 Richmond \$ 1
 Phippsburg \$ 2,496
 West Bath \$10,800
 Sky High \$ 5,430
\$18,727
 Tower Equipment and upkeep agreements require the County to pay:
 Property Taxes (Richmond) \$ 190
 Electricity (4 sites x \$40/mo x 12 months) 1,920
 Periodic Maintenance - 4 sites 1,315
 Propane for generators (Richmond & W Bath) 900
 Equipment Repair 2,175
 \$ 6,500
 Per contract
NOTE: One-half of costs will be reimbursed by MEMA.

2014-2015 PROGRAM GRANTS - 920

| | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | DETAILS | |
|---|----------------|---------------|----------------|--------------|----------------|---------------------------|--------------------|------------------|-------------|-----------------------|-------------|-----------------------|----------|---------|--|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | COMMISSIONERS | | BAC to Public Hearing | | | FINAL |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend. as of 1/15/14 | Antic. EOY Expend. | Original Request | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | | Approved |
| 59101 Androscoggin-Sagadahoc County Extension Service | 30,187 | 22,640 | 30,187 | 30,187 | 25,714 | 12,857 | 25,714 | 25,714 | 0.0% | 25,714 | 0.0% | | | | Statorily required; Androscoggin County is now funding its full share. |
| 59102 Androscoggin Valley Soil & Water | 9,750 | 9,750 | 9,750 | 9,750 | 10,000 | 5,000 | 10,000 | 10,000 | 0.0% | 10,000 | 0.0% | | | | |
| 59103 Time & Tide Conservation | 3,625 | 3,625 | 3,625 | 3,625 | 3,625 | 906* | 3,625 | 13,700 | 2.1% | 3,700 | 2.1% | | | | |
| Totals | 43,562 | 36,015 | 43,562 | 3,562 | 39,330 | 18,763 | 39,335 | 39,414 | 0.2% | 39,414 | 0.2% | | | | |

UNEMPLOYMENT RESERVE

2014-2015 UNEMPLOYMENT RESERVE

| 7500 | 2011-12 | | 2012-13 | | | | 2013-14 | | | | 2014-15 | | | | | | | |
|---------|----------------|-----------------|----------------|--------|-------------------------------|---------------------------|----------------|---------------|----------------------------------|---------------------------|-------------------------|----------|------------------------------------|-----------------------------|----------|-----------------------|----------|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | | | CURRENT BUDGET | | | | DEPT. REQUEST | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL |
| | Budget | Reserve Balance | Budget | Actual | Amount Transferred to Reserve | Resulting Reserve Balance | Budget | Est. Used EOY | Estimated Transferred to Reserve | Estimated Reserve Balance | Original Request (Dept) | % Change | Estimated Starting Reserve Balance | Commissioners Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| | 4,500 | 17,505 | 7,500 | 13,562 | 0 | 11,443 | 12,000 | 13,944 | 0 | 9,499 | 16,000 | 33.3% | 25,499 | 16,000 | 33.3% | | | |
| Reserve | 4,500 | 17,505 | 7,500 | 13,562 | 0 | 11,443 | 12,000 | 13,944 | 0 | 9,499 | 16,000 | 33.3% | 25,499 | 16,000 | 33.3% | | | |

DETAILS

This account is used to pay unemployment claims made against the County. One claim is still open, one is pending, and one is eligible. Assuming no new claims in FY 2014-15, the maximum liability we could face is approximately \$28,967.

UNFUNDED LIABILITY RESERVE

2014-2015 UNFUNDED LIABILITY RESERVE

| | 2011-12 | | 2012-13 | | | 2013-14 | | | 2014-15 | | | | | | | DETAILS | |
|----------------------------|----------------|-------------------------------|----------------|-------------------------------|---------------------------|----------------|-------------------------------|---------------------------|-------------------------|----------|---------------------------|-----------------------------|----------|-----------------------|----------|-------------------------------|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | | CURRENT BUDGET | | | DEPT. REQUEST | | | COMMISSIONERS | | BAC to Public Hearing | | | FINAL |
| | Budget | Actual Transferred to Reserve | Budget | Actual Transferred to Reserve | Resulting Reserve Balance | Budget | Estimated Transfer to Reserve | Estimated Reserve Balance | Original Request (Dept) | % Change | Estimated Reserve Balance | Commissioners Budget to BAC | % Change | BAC Recommendation | % Change | | Approved |
| UNFUNDED LIABILITY RESERVE | 10,000 | 2,216 | 0 | 0 | 44,809 | 5,000 | 0 | 42,844 | 2,200 | -56.0% | 45,044 | 2,200 | -56.0% | | | Accrued compensated absences. | |

The County's unfunded liability as of the financial audit for the year ending 6/30/13 was \$219,760.

2014-2015 FUEL RESERVE

| 2014-2015 FUEL RESERVE | | | | | | | | | | | | | | | | | | |
|------------------------|--------|----------------|-------------------------------|---------------------------|----------------|-------------------------|---------------|---------------------------|-------------------------|----------|---------------------------|----------------------|----------|-----------------------|----------|----------|--|---------|
| 2011-12 | | 2012-13 | | | 2013-2014 | | | | 2014-2015 | | | | | | | | | DETAILS |
| BUDGET HISTORY | | BUDGET HISTORY | | | CURRENT BUDGET | | | | DEPT. REQUEST | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL | | |
| Budget | Actual | Budget | Actual Transferred to Reserve | Resulting Reserve Balance | Budget | Anticipated EOY Expend. | Carry Forward | Resulting Reserve Balance | Original Request (Dept) | % Change | Resulting Reserve Balance | Commissioners to BAC | % Change | BAC Recommendation | % Change | Approved | | |
| 41,716 | 41,716 | 0 | 0 | 41,716 | 0 | 31,716 | 41,716 | 10,000 | 0 | 0 | 10,000 | 0 | 0 | | | | | |
| FUEL RESERVE | 41,716 | 41,716 | 0 | 0 | 41,716 | 0 | 31,716 | 41,716 | 10,000 | 0 | 0 | 10,000 | 0 | 0 | | | | |

The reserve was reduced by \$31,716 last year, which was used to offset the tax levy. The remaining allowance will be used for propane, gas and oil if needed.

2014-2015 OTHER GENERAL FUND USES - 9500

| | | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | | |
|---------------|---|----------------|----------------|----------------|----------------|----------------|---------------------------|--------------------|----------------|----------------|---------------|-----------------------|---------------|-----------------------|----------|----------|
| | | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPARTMENT | | | COMMISSIONERS | | BAC to Public Hearing | | FINAL |
| | | Budget | Actual | Budget | Actual | Budget | YTD Expend. As of 1/15/14 | Antic. EOY Expend. | DEPT Request | Admin. Recom'd | % Change | Commr's Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| 9520 | Transfer to Child Victim Advocate Grant | 6,700 | 6,180 | 6,600 | 6,708 | 7,175 | 3,510 | 7,175 | 8,616 | 8,616 | 20.1% | 8,616 | 20.1% | | | |
| 9540 | Transfer to Capital | 108,627 | 108,627 | 116,840 | 116,840 | 153,400 | 153,400 | 153,400 | 137,985 | 137,985 | -10.1% | 137,985 | -10.1% | | | |
| | Repay Emergency Contingency | | 0 | | 0 | | 30,795 | 30,795 | 0 | 0 | 0.0% | 0 | 0.0% | | | |
| TOTALS | | 115,327 | 114,807 | 123,440 | 123,548 | 191,370 | 187,705 | 191,770 | 146,601 | 146,601 | -23.4% | 146,601 | -23.4% | | | |

DETAILS

The Child Victim Advocate is funded primarily through federal grant money and the position is shared by Sgadahoc and Lincoln Counties. This represents Sagadahoc County's share of the match and expenses in excess of the grant. (The grant has been reduced by 4.6% this year).

See Capital Improvement Plan for details

Required statutorily; however, no new funds were expended from the emergency contingency fund in 2013-14.

* Transferred from General Fund appropriation to Fund 20 - Grant match
 ** Transferred from General Fund appropriation to Fund 30 - Capital Reserve

**2014-2015 Budget VOCA Position
Child Victim-Witness Advocate**

| VOCA GRANT POSITION | SAGADAHOC COUNTY Child Victim-Witness Advocate | 2011 Budget | 2012-13 Budget | 2013-14 Budget | 2014-2015 | |
|------------------------|---|--------------------|--------------------|--------------------|--------------------|--------------|
| | | | | | Budget | |
| | | | | | Proposed | Increase |
| 2220 - 9210 | Sub-Total Salaries & Wages | \$29,941.78 | \$30,243.00 | \$30,847.00 | \$31,465.00 | 2.0% |
| EXPENSES 9211 | | | | | | |
| 4105 | Mileage | \$1,200.00 | \$1,200.00 | \$1,200.00 | \$1,250.00 | 4.4% |
| 4724 | Health Insurance | | | | \$0.00 | 0.0% |
| 4726 | Life Insurance | \$126.00 | \$126.00 | \$250.00 | \$214.00 | (14.4) |
| 4727 | Wage Protection | \$216.00 | \$216.00 | \$216.00 | \$218.00 | 0.9% |
| 4729 | EAP | \$20.00 | \$20.00 | \$20.00 | \$0.00 | (100.0) |
| 4734 | Deferred Comp | | | | \$0.00 | 0.0% |
| 4735 | Maine State Retirement | \$1,047.96 | \$1,047.96 | \$1,600.00 | \$2,473.00 | 54.6% |
| 4750 | Social Security | \$2,290.55 | \$2,290.55 | \$2,337.00 | \$2,407.00 | 3.00% |
| 4755 | Workers Comp | \$154.00 | \$154.00 | \$154.00 | \$154.00 | 0.0% |
| 4945 | Professional Development | \$150.00 | \$150.00 | \$200.00 | \$200.00 | 0.0% |
| | Sub-Total Mileage,Benefits,Training | \$5,204.51 | \$5,204.51 | \$5,977.00 | \$6,916.00 | 15.7% |
| 5335 | Office Supplies | \$100.00 | \$100.00 | \$100.00 | \$100.00 | 0.0% |
| | Sub-Total Supplies | \$100.00 | \$100.00 | \$100.00 | \$100.00 | 0.0% |
| | Total Department | \$35,246.29 | \$36,144.54 | \$36,924.00 | \$38,481.00 | 4.2% |
| 8120 | Grant Revenue (reduced by \$1000) | (\$22,772.00) | (\$23,272.00) | (\$22,272.00) | (\$21,250.00) | (4.6) |
| | Balance to be budgeted | \$12,474.29 | \$13,372.54 | \$14,652.00 | \$17,231.00 | |
| 8121 | Lincoln County Revenue | (\$6,237.15) | (\$6,686.27) | (\$7,326.00) | (\$8,616.00) | |
| | Sagadahoc County Net | \$6,237.14 | \$6,686.27 | \$7,326.00 | \$8,616.00 | 17.6% |

2014-2015 DEBT SERVICE - 801

| | 2011-12 | | 2012-13 | | 2013-14 | | | 2014-15 | | | | | | |
|---------------------------------------|-----------------------------|-----------|----------------|-----------|----------------|--------------------------|--------------------|-------------------------|----------|-----------------------------|----------|-----------------------|----------|----------|
| | BUDGET HISTORY | | BUDGET HISTORY | | CURRENT BUDGET | | | DEPT. REQUEST | | COMMISSIONERS | | BAC to Public Hearing | | FINAL |
| | Budget | Actual | Budget | Actual | Budget | YTD Expend. As of 1/1/13 | Antic. EOY Expend. | Original Request (Dept) | % Change | Commissioners Budget to BAC | % Change | BAC Recommendation | % Change | Approved |
| TWO BRIDGES REGIONAL JAIL | | | | | | | | | | | | | | |
| 58013 | Principal - Jail Bond | 615,000 | 615,000 | 615,000 | 615,000 | 615,000 | 615,000 | 615,000 | 0.0% | 615,000 | 0.0% | | | |
| 58053 | Interest - Jail Bond | 384,163 | 384,163 | 359,563 | 359,563 | 334,963 | 173,631 | 334,963 | -7.3% | 310,363 | -7.3% | | | |
| | Jail Bond Admin Fee | 250 | 250 | 250 | 250 | 250 | 250 | 250 | 0.0% | 250 | 0.0% | | | |
| | Subtotal | 999,413 | 999,413 | 974,813 | 974,813 | 950,213 | 801,181 | 950,213 | -2.6% | 925,613 | -2.6% | | | |
| 33 COURT STREET LEASE/PURCHASE | | | | | | | | | | | | | | |
| 58013 | Principal - 33 Court Street | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | 0.0% | | | |
| 58053 | Interest - 33 Court Street | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | 0.0% | | | |
| 58013 | Principal Pre-Pay | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | 0.0% | | | |
| 58013 | Additional Pre-Pay | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | 0.0% | | | |
| | Subtotal | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% | 0 | 0.0% | | | |
| COURTHOUSE RESTORATION | | | | | | | | | | | | | | |
| | Principal | 75,000 | 61,188 | 40,125 | 40,125 | 42,051 | 0 | 40,125 | 0.0% | 42,050 | 0.0% | | | |
| | Interest | 0 | 0 | 21,063 | 21,063 | 19,137 | 0 | 21,063 | 0.0% | 19,138 | 0.0% | | | |
| | Subtotal | 75,000 | 61,188 | 61,188 | 61,188 | 61,188 | 0 | 61,188 | 0.0% | 61,188 | 0.0% | | | |
| TOTALS | | 1,074,413 | 1,060,601 | 1,036,001 | 1,036,001 | 1,011,401 | 801,181 | 1,011,401 | -2.4% | 986,801 | -2.4% | | | |

DETAILS

The revenue bond was sold in June 2005 in the amount of \$24.6 million to build the regional jail. Sagadahoc County is obligated to pay 1/2 of the bond. The Bond runs through 2026.

The five year lease purchase on property acquired at 33 Court Street was paid in full in 2010-2011.

ORIGINAL COURTHOUSE: The County considers the Courthouse to be a priceless historical structure that should be properly maintained in perpetuity. However, except for the replacement of the granite steps, restoration of the Bell Tower and painting of the roof and window trim, the exterior of the Courthouse was neglected for many decades. As a consequence, large chunks of sandstone and brick often fall from the original portion of the building, further enabling water to penetrate cracks and freeze. **BORROWING:** The Commissioners secured a lease/purchase construction loan to supplement the \$267,874 already set aside in the capital reserve account for the exterior of the Courthouse. Gorham Bank has issue a loan of \$500,000 for 10 years at 4.8%. The Commissioners also note that the debt service on the Two Bridges Regional Jail Bond decreases by approximately \$25,000 each year, therefore, in slightly less than three years (assuming no additional borrowing), the County's debt service payment will return to its 2010-11 level.

Capital Outlay

**CAPITAL RESERVE BUDGET
FY 2014-2015**

CAPITAL IMPROVEMENTS

Facilities

| | | |
|----|-------------------------------------|-----------------|
| A. | HVAC | \$ 5,000 |
| B. | Elevator Upgrade | \$ 5,000 |
| C. | Admin. Building Exterior | \$ 6,000 |
| D. | Deeds Window Blinds | \$ 4,500 |
| E. | Exterior Entrance Site Improvements | \$ 4,500 |
| F. | Soffit/Trim Replacement | \$ 985 |
| G. | Exterior Wall Sealant | \$ <u>5,000</u> |

SUBTOTAL: \$ 30,985

Communications

| | | |
|----|-------------------|-----------------|
| A. | Spillman Software | \$ 10,000 |
| B. | Geobase Server | \$ 5,000 |
| C. | Security | \$ 8,000 |
| D. | Spillman Server | \$ <u>4,500</u> |

SUBTOTAL: \$ 27,500

CAPITAL EQUIPMENT

| | | |
|----|--------------------|-----------------|
| A. | Sheriff's Vehicles | \$ 75,500 |
| B. | Copiers | \$ <u>4,000</u> |

SUBTOTAL: \$ 79,500

TOTAL: \$ 137,985

RECOMMENDED CAPITAL OUTLAY FY 2014-15

Facilities

| | | |
|----|-------------------------------------|------------------|
| A. | Admin. Building Siding Replacement | \$ 14,054 |
| B. | Exterior Entrance Site Improvements | \$ 4,500 |
| C. | Window Shades Replacement – Deeds | \$ 4,500 |
| D. | Soffit/Trim Replacement | <u>\$ 5,000</u> |
| | Subtotal: | \$ 28,054 |

Communications

| | | |
|----|-------------------|------------------|
| A. | Security | \$ 8,000 |
| B. | Spillman Software | \$ 20,000 |
| C. | Radio System | \$ 30,500 |
| | Subtotal: | \$ 58,500 |

Equipment

| | | |
|----|----------------------|------------------|
| A. | Copiers and Printers | \$ 6,000 |
| B. | Sheriff's Vehicles | <u>\$ 86,225</u> |
| | Subtotal: | \$ 92,225 |

TOTAL: \$178,779

CAPITAL RESERVE BUDGET COMPARISON

| <u>Facilities</u> | <u>2013-14</u> | <u>2014-15</u> |
|--------------------------------|------------------|------------------|
| A. Admin. Building Exterior | \$ 0 | \$ 6,000 |
| B. Admin. Windows | \$ 8,000 | \$ 0 |
| C. HVAC | \$ 5,000 | \$ 5,000 |
| D. Elevator Upgrades | \$ 5,000 | \$ 5,000 |
| E. Building/Safety Reserve | \$ 2,500 | \$ 0 |
| F. Soffit/Trim Replacement | \$ 0 | \$ 985 |
| G. Entrance Site Improvements | \$ 0 | \$ 4,500 |
| H. Deeds Window Shades | \$ 4,500 | \$ 4,500 |
| I. Courthouse Exterior Sealant | <u>\$ 5,000</u> | <u>\$ 5,000</u> |
| SUBTOTAL: | \$ 25,500 | \$ 30,985 |

Communications

| | | |
|----------------------------|------------------|------------------|
| A. Spillman Software | \$ 5,000 | \$ 10,000 |
| B. Spillman Server | \$ 4,500 | \$ 4,500 |
| C. Radio System | \$ 10,000 | \$ 0 |
| D. Recording System | \$ 5,000 | \$ 0 |
| E. GEO Base | \$ 5,000 | \$ 5,000 |
| F. Security | \$ 5,000 | \$ 8,000 |
| G. Ergonomic Work Stations | <u>\$ 24,000</u> | <u>\$ 0</u> |
| SUBTOTAL: | \$ 63,500 | \$ 27,500 |

Capital Equipment

| | | | |
|----|----------------------------|-------------------|------------------|
| A. | Copier | \$ 6,000 | \$ 4,000 |
| B. | Vehicle Camera for Sheriff | \$ 5,000 | \$ 0 |
| C. | Sheriff's Vehicles | <u>\$ 53,400</u> | <u>\$ 75,500</u> |
| | SUBTOTAL: | \$ 64,400 | \$ 79,500 |
| | TOTAL: | \$ 153,400 | \$137,985 |

CIP 2014-2015 through 2019-2020

CAPITAL IMPROVEMENT RESERVE FIVE YEAR PROJECTION

| | | | 2014-15 | | 2015-2016 | | | 2016-2017 | | | 2017-2018 | | | 2018-2019 | | | 2019-2020 | | | | |
|----|--|--------------------------------------|--|--------------------------------------|-----------------|---------------|---------------|----------------|----------------|---------------|-----------------|----------------|---------------|-----------------|----------------|---------------|------------------|----------------|---------------|----------------|----------------|
| | Anticipated Future Needs and Cost | Estimated carry over from FY 2013-14 | Recommended Appropriation as of July 1, 2014 | Available Balance as of July 1, 2014 | Expenditure | EOY Balance | Appropriation | Expenditure | EOY Balance | Appropriation | Expenditure | EOY Balance | Appropriation | Expenditure | EOY Balance | Appropriation | Expenditure | EOY Balance | Appropriation | Expenditure | EOY Balance |
| 5 | 59402 Roof Replacement | 3,000 | 0 | 3,000 | 0 | 3,000 | 0 | 0 | 3,000 | 0 | 0 | 3,000 | 0 | 0 | 3,000 | 0 | 0 | 3,000 | 3,000 | 0 | 6,000 |
| 6 | Exterior Entrance Site Improvements | 0 | 4,500 | 4,500 | (4,500) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 7 | HVAC | 1,867 | 5,000 | 6,867 | 0 | 6,867 | 7,500 | 0 | 14,367 | 7,500 | 0 | 21,867 | 8,500 | 0 | 30,367 | 10,133 | (40,500) | 0 | 7,750 | 0 | 7,750 |
| 8 | Deeds Window Shadse Replacement | 0 | 4,500 | 4,500 | (4,500) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 9 | Generator Replacement | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 10,000 | 0 | 10,000 |
| 10 | Elevator Upgrade | 5,000 | 5,000 | 10,000 | 0 | 10,000 | 6,000 | 0 | 16,000 | 7,000 | 0 | 23,000 | 8,000 | 0 | 31,000 | 8,000 | 0 | 39,000 | 8,000 | 0 | 47,000 |
| 11 | Soffit/Trim Replacement | 4,015 | 985 | 5,000 | (5,000) | 0 | TBD | | | | | | | | | | | | | | |
| 12 | Admin. Building Exterior | 8,054 | 6,000 | 14,054 | (14,054) | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 13 | Building Maintenance | 3,013 | 0 | 3,013 | 0 | 3,013 | 2,000 | (2,513) | 2,500 | 1,500 | (2,000) | 2,000 | 1,000 | (2,000) | 1,000 | 2,500 | (1,500) | 2,000 | 1,500 | (1,500) | 2,000 |
| 14 | Exterior Wall Sealant | 5,000 | 5,000 | 10,000 | 0 | 10,000 | 5,000 | 0 | 15,000 | 5,000 | 0 | 20,000 | 5,000 | 0 | 25,000 | 5,000 | 0 | 30,000 | 5,000 | 0 | 35,000 |
| 15 | Security | 0 | 8,000 | 8,000 | (8,000) | 0 | 5,000 | 0 | 5,000 | 5,000 | 0 | 10,000 | 5,000 | (15,000) | 0 | 5,000 | 0 | 5,000 | 5,000 | 0 | 10,000 |
| 17 | 59435 Communications GeoBase Server | 5,000 | 5,000 | 10,000 | 0 | 10,000 | 5,000 | 0 | 15,000 | 5,000 | 0 | 20,000 | 5,000 | (25,000) | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 19 | 59431 Communications Spillman Software | 10,000 | 10,000 | 20,000 | (20,000) | 0 | 10,000 | 0 | 10,000 | 10,000 | (20,000) | 0 | 10,000 | 0 | 10,000 | 10,000 | (20,000) | 0 | 0 | 0 | 0 |
| 20 | Communications Spillman Server | 19,000 | 4,500 | 23,500 | 0 | 23,500 | 4,500 | 0 | 28,000 | 5,000 | 0 | 33,000 | 5,000 | 0 | 38,000 | 7,000 | (45,000) | 0 | 0 | 0 | 0 |
| 21 | Communications Recording System | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| 22 | Communications Radio System | 30,500 | 0 | 30,500 | (30,500) | 0 | 15,000 | 0 | 15,000 | 15,000 | 0 | 30,000 | 15,000 | 0 | 45,000 | 15,000 | 0 | 60,000 | 15,000 | 0 | 75,000 |
| 24 | SUB-TOTALS | 94,449 | 58,485 | 152,934 | (86,554) | 66,380 | 60,000 | (2,513) | 123,867 | 61,000 | (22,000) | 162,867 | 62,500 | (42,000) | 183,367 | 62,633 | (107,000) | 139,000 | 55,250 | (1,500) | 192,750 |

COMMUNICATIONS

| | A | B | C | AB | AC | AD | AE | AF | AG | AH | AI | AJ | AK | AL | AM | AN | AO | AP | AQ | AR | AS | AT | AU | AV |
|----|--|--------------------------|--|---|-------------------------|--------------------------------------|-------------|-------------|---------------|-------------|-------------|---------------|-------------|-------------|---------------|-------------|-------------|---------------|-------------|-------------|---------------|-------------|-------------|----|
| 26 | | | | | | | | | | | | | | | | | | | | | | | | |
| 27 | CAPITAL EQUIPMENT RESERVE HISTORY | | | CAPITAL EQUIPMENT RESERVE FIVE YEAR PROJECTION | | | | | | | | | | | | | | | | | | | | |
| 28 | | | | 2014-2015 | | | 2015-2016 | | | 2016-2017 | | | 2017-2018 | | | 2018-2019 | | | 2019-2020 | | | | | |
| 29 | Anticipated Future Need and Cost | | | Estimated Carry Over from 2013-14 | Suggested Appropriation | Available Balance as of July 1, 2014 | Expenditure | EOY Balance | Appropriation | Expenditure | EOY Balance | |
| 30 | | Copiers & Laser Printers | Copiers are replaced on a rotational basis. | 2,334 | 4,000 | 6,334 | (6,000) | 334 | 10,200 | (10,534) | 0 | 11,000 | (11,000) | 0 | 10,000 | (10,000) | 0 | 11,000 | (11,000) | 0 | 7,000 | (7,000) | 0 | |
| 31 | VEHICLES | Maintenance Vehicle | It is anticipated the maintenance vehicle will have to be replaced in approximately 2018-19 due to its age. Projected cost including new sander and plow, is \$36,000. | 0 | 0 | 0 | 0 | 0 | 6,000 | 0 | 6,000 | 6,000 | 0 | 12,000 | 6,000 | 0 | 18,000 | 6,000 | (24,000) | 0 | 0 | 0 | 0 | |
| 32 | | Sheriff's Vehicles | The Sheriff's 5 yr. vehicle replacement schedule shows the purchase of 3 new patrol cars in FY 2014-15. | 10,725 | 75,500 | 86,225 | (86,225) | 0 | 85,500 | (85,500) | 0 | 85,500 | (85,500) | 0 | 85,500 | (85,500) | 0 | 85,500 | (85,500) | 0 | 85,500 | (85,500) | 0 | |
| 33 | | SUB-TOTALS | | 13,059 | 79,500 | 92,559 | (92,225) | 334 | 101,700 | (96,034) | 6,000 | 102,500 | (96,500) | 12,000 | 101,500 | (95,500) | 18,000 | 102,500 | (120,500) | 0 | 92,500 | (92,500) | 0 | |
| 34 | | | | | | | | | | | | | | | | | | | | | | | | |
| 35 | | | | | | | | | | | | | | | | | | | | | | | | |
| 36 | | GRAND TOTALS | TOTALS | 107,508 | 137,985 | 245,493 | (178,779) | 66,714 | 161,700 | (98,547) | 129,867 | 163,500 | (118,500) | 174,687 | 164,000 | (137,500) | 201,367 | 165,133 | 227,500 | 139,000 | 147,750 | (94,000) | 192,750 | |
| 37 | | | | | | | | | | | | | | | | | | | | | | | | |
| 38 | | | | | | | | | | | | | | | | | | | | | | | | |