



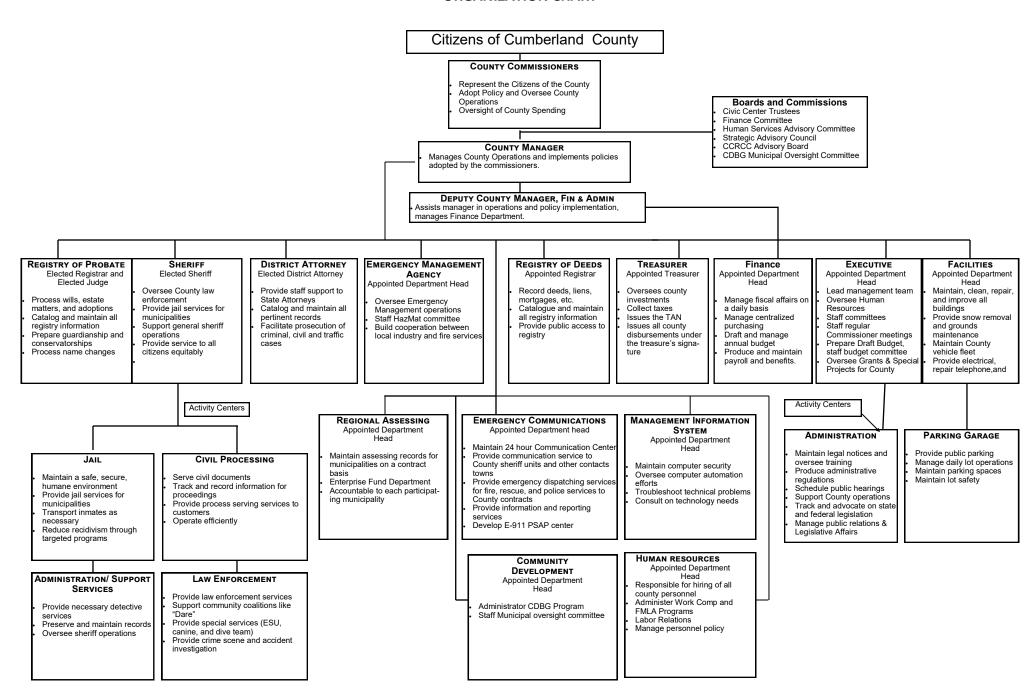
ANNUAL BUDGET 2021

County of Cumberland, Maine



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FY2021 COUNTY OF CUMBERLAND ORGANIZATION CHART



County of Cumberland Elected and Appointed Officials

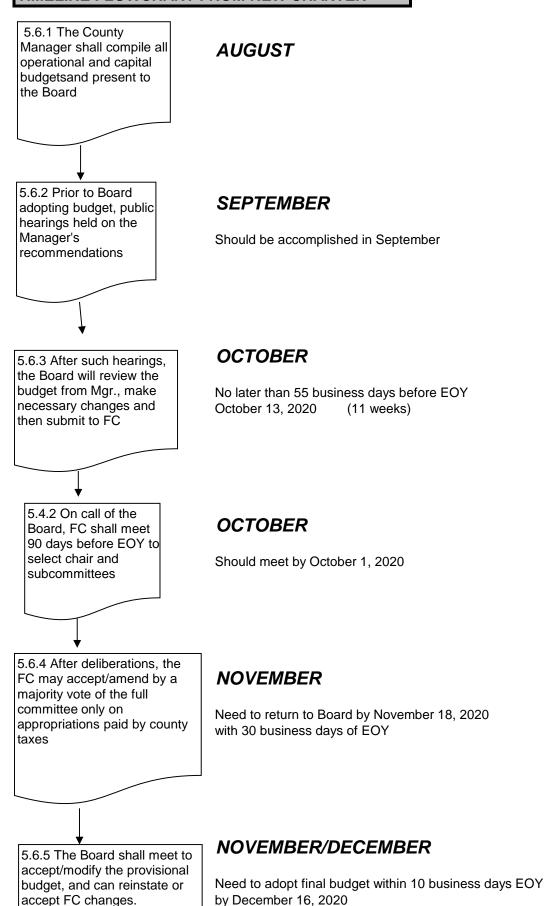
| District 1 District 2 District 3 District 4 District 5 | 2021 Neil Jamieson Susan Witonis Steve Gorden Thomas S. Coward James Cloutier | 871-8380 871-8380 871-8380 871-8380 871-8380 |
|---|--|--|
| Elected Officials | | |
| District Attorney Judge of Probate Register of Probate Sheriff | Jonathan Sahrbeck Paul Aranson Nadeen Daniels Kevin Joyce | 871-8384 871-8382 871-8382 774-1444 |
| Appointed Officials | | |
| County Manager Deputy County Manager, Finance & Administration | James Gailey Alex Kimball | 871-8380 871-8380 |
| Chief Deputy Sheriff Jail Administrator Human Resources Director Information Technology Acting Emergency Comm. | Naldo Gagnon Timothy Kortes Don Brewer Aaron Gilpatric Deb Plummer | 774-1444 774-5939 775-6809 774-1444 893-2810 |
| Director Comm. Dev. Director Emergency Management Agency, Director | Kristin Styles Matthew Mahar | 871-8380 892-6785 |
| Facilities, Director Regional Assessing Register of Deeds Deputy District Attorney | Bruce Tarbox Ben Thompson Nancy Lane Jennifer Ackerman | 871-8380 699-2475 871-8399 871-8384 |
| Acting Deputy Director CCRCC Deputy Director EMA Deputy Register of Deeds Deputy Register of Probate Director of Public Affairs | Melinda Dyer Emily Kaster Jessica Spaulding Kelly Bunch Travis Kennedy | 893-2810 892-6785 871-8399 871-8382 871-8830 |



FINANCE COMMITTEE - FY 2021

| Name | Email Address/Phone | Term Expires | Elected |
|-----------------|------------------------------|--------------|---------|
| District 1 | | | |
| Vacant | | 2017 | 2015 |
| Vacant | | 2017 | 2015 |
| District 2 | | | |
| Holly Hancock | Holly.hancock@cascomaine.org | 2021 | 2018 |
| PO Box 148 | Cell: 650-0238 | | |
| Casco, ME 04015 | | | |
| Vacant | | 2017 | 2015 |
| District 3 | | | |
| Vacant | | 2019 | 2017 |
| Vacant | | | |
| District 4 | | | |
| | | 2019 | 2017 |
| Vacant | | | |
| District 5 | | | |
| Vacant | | | |
| Vacant | | | |

TIMELINE FLOWCHART FROM NEW CHARTER



Cumberland County Government

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

James H. Gailey, County Manager

February 23, 2021

Dear County Citizens,

In accordance with State Statute and County Charter, I present the Final 2021 General Fund, Jail and Cross Insurance Arena budgets. As this budget document is comprised of three separate budgets on two different budget cycles, I feel it is important to document the actions taken on each of the three budgets, all with their own unique circumstances.

The beginning of 2020 gave us a quick lesson on how a global pandemic can impact the economy and individuals personal lives. The County's General Fund Budget, being on a calendar year cycle, was setup better than our partner municipalities who found themselves working on their 2020/21 budgets, while trying to close out 2019/20 with minimal revenue loss. The County has two budgets on the fiscal year (July – June) cycle. The Jail budget finished the year okay, while the Cross Insurance Arena budget saw a significant decrease in revenue due to over fifteen large events being canceled from March to June.

Knowing how the pandemic was impacting our partner towns, in May, I gave guidance to staff to limit their budget requests for the 2021 budget. My request was an attempt to reduce the County's impact on the tax rate, knowing there is great uncertainty moving forward. County staff responded in a positive way.

I will use the following narrative in an attempt to explain how each of the three budgets were established and the twists that occurred in the General Fund Budget (labeled "County"). A significant amount of work goes into creating the County Budget and I hope you take the time to read not only the summary, but also the entire line item budget document. There is substantial information provided, which best explains how the County is spending taxpayer dollars in 2021.

Budget Process

Cumberland County is a unique situation as it relates to development of budgets. I refer to the budget process as developing three large cost centers, which meet and are blended together each fall. The uniqueness comes in that the Jail and Cross Insurance Arena budgets are on a July to June fiscal year, while the County General Fund budget is on a January to December calendar year. County staff begin the budgeting process in March and continue the effort right up to the December Commissioners meeting when the budget package is approved. On a good year, this process is no easy feat keeping track of it all, but add in the uncertainty of a global pandemic, the budget was not pinned down until late in the process.

In a nut shell, there are no new initiatives, many reductions to line items, no new positions and a significantly scaled back capital program. The General Fund Budget was developed based on need for the coming year. To their credit, many department heads took deep cuts to some of their budget line items. Though appreciative, I restored portions of those cuts as I fear the return to normal in a year or



two would result in larger increases to the budget making it harder to recover without a large budget increase.

<u>Last Minute Budget Changes – Reducing Tax Rate</u>

In late November, staff began to feel confident that we were going to finish 2020 on a strong financial foot. Having been on a spending freeze since March and Registry of Deeds revenues never slowing down as was expected, the County experienced a significant end-of-year surplus. With low interest rates that made refinancing attractive and strong home sales across the region, the Registry of Deeds processed 87,683 documents in 2020 (compared to 67,992 in 2019 and 65,755 in 2018), which translated in revenues far exceeding annual projections. With other revenues holding their own, the County was in a position to think creatively to address the tax rate impact to the citizens.

In September, when I delivered the County Manager's budget to the County Commissioners, we were proposing a 2.30% Needs from Taxes (tax rate impact). The impact was largely based on the General Fund increasing by \$286,570 and the Jail \$546,045 (CIA was already showing a decrease).

Staff presented the County Commissioners in late November a plan to use 2020 estimated year end surplus to off-set some expenditures in 2021. The following gives a quick snap-shot on how we did it:

- Removed \$104,375 in non-debt CIP from 2021 and paid for the one-time costs in 2020.
- Cut \$40,000 in Public Referendum line; \$11,000 in Grants and \$2,275 in ID Card purchase
- Created a \$400,000 Tax Stabilization Account. Used \$200,000 from this account in 2021. Proposed a sliding scale over three years to eliminate the reliance on the account.

The result of the budget exercise resulted in the County's General Fund decreasing down to a -\$66,057. The new 2021 Needs from Taxes is now 1.26%, which is down from the proposed 2.30% in September.

Unfortunately staff was not able to make up enough savings to off-set the Jail Budget's impact. It should be noted that if LD 973 was enacted during the 2020 Legislative Session, this Bill would have provided significant Jail savings to the communities of Cumberland County. Though the Committee passed the Bill, it remained on the Appropriation's table and was never acted on due to the pandemic halting the legislative session.

Comparison Total Expenditures 2020 vs. 2021

| | Adopted 2020 | Adopted 2021 | \$ Difference | % Change |
|------------|-----------------|-----------------|------------------|----------|
| County | \$23,050,598.00 | \$23,141,937.00 | \$91,339.00 | 0.39% |
| Jail | \$20,033,137.00 | \$20,579,182.00 | \$546,045.00 | 2.69% |
| Arena | \$3,488,195.00 | \$3,430,474.00 | (\$57,721.00) | (1.70%) |
| Overall | \$46,571,930.00 | \$47,151,594.00 | \$579,664.00 | 1.24% |
| Enterprise | \$10,995,487.00 | \$9,698,974.00 | (\$1,296,513.00) | (11.80%) |
| Grants | \$1,919,100.00 | \$3,094,100.00 | \$1,175,000.00 | 61.22% |
| Total Exp | \$59,486,517.00 | \$59,944,668.00 | \$458,151.00 | 0.77% |

Proposed Total Needs from Taxes

| | Adopted 2020 | Adopted 2021 | \$ Change | % Change |
|---------|-----------------|-----------------|---------------|---------------|
| County | \$16,503,586.00 | \$16,437,529.00 | (\$66,057.00) | (0.40%) |
| Jail | \$13,651,137.00 | \$14,197,182.00 | \$546,045.00 | 4.00% |
| Arena | \$3,488,195.00 | \$3,430,474.00 | (\$57,721) | -1.65% |
| Overall | \$33,642,918.00 | \$34,065,185.00 | \$422,267.00 | 1.2 6% |

General Fund

Property & Casualty Insurance:

Estimated at 0% increase over 2020 rates.

Health Insurance:

2.5% increase for the POS C Plan and PPO 2500 Plan.

Non-union Cost of Living Wages:

2.0%

New Positions:

None

New Services:

None

Capital Bond:

\$2,150,000 (20-year projects)

Non-Debt Capital:

\$ 332,100

Revenues:

General Fund Revenues is one area we constantly monitor right up to the Commissioners final review in December. Since March of 2020, we have been watching revenue associated with Deeds, Probate, Civil, Garage and District Attorney. Surprisingly, the majority of the revenues held their own and we did not see huge decreases in our two largest revenue streams (Garage and Deeds). We are continuing to monitor the DA's Restitution and Probate's revenues, which have been slightly impacted by the pandemic slowdown.

Through the Budget process, we gained a greater understanding of issues surrounding the revenues associated with the Civil Division, which are just not pandemic focused. The Civil Division is responsible for handling the service of summons, notices, executions and court orders among other items. The Division is made up of four full-time employees who work out of the Sheriff's Office and cover the more urban portions of the County. Three per diems who "freelance" and work independently for the most part cover the more rural portions of the County. For a number of years the County has experienced a reduction in "papers" to be served in the County's more urban communities. A combination of reduced service deliveries, an outdated State Statute fee schedule and increasing wage and benefit costs has made the division run a deficit for the past number of years. Mitigating actions are warranted to close the gap.

Revenue Changes for 2021:

Reduction of \$50,000 in Registry of Deeds

Expenditures (+/- \$10,000):

- \$18,000 Google Gmail archive fee
- \$15,000 Accident Reconstruction Drone
- -\$15,000 Professional Services/Paralegal funding in Probate
- -\$10,000 Court Appointed Attorneys in Probate
- -\$15,000 Sheriff Office Training Account
- \$24,891 Remaining 6 months for Human Trafficking Victim Advocate funded 2020 for 6 months
- -\$58,000 Elimination of vacant position in Registry of Deeds
- -\$40,000 Reduction of Public Referendum Account
- -\$30,000 Reduction of Tax Anticipation Note costs

Debt/Capital/Tax Anticipated Note

The 2021 General Fund Budget includes allocations to cover the costs of previous bonds, a new 2.15 M bond in 2021 and a reduction in the non-debt capital reserve. We are also proposing a reduction in the Tax Anticipated Note budgeted amount to cover the short-term loan in 2021.

In February, County staff hit, at the time, an all-time low in interest rates in the refinancing of the 2012 County Bond and the Cross Insurance Renovation Bond. Due to the new Federal Laws around refinancing tax-exempt bonds, the Law forced the County to transition these bonds from tax-exempt to taxable. The change ultimately save the County taxpayers \$1,714,000 million over the next 20 years. The County and the Cross Insurance Arena both received an AA+/stable bonding rating from Standard & Poors for the refinancing of the two General Obligation Bonds.

In an attempt to reduce the impact of the 2021 budget, staff proposed to bond larger projects, which for the most part have a longer life cycle (20-yr). Staff proposed a 2.1M bond for 2021. Non-debt capital was reduced by 142K, to off-set the bond. In addition to off-setting the bond, staff late in the budget process reduced non-debt capital by an additional \$104,375 by using 2020 year-end surplus to cover that expenditure.

In recognition of the reduced interest rates for short term financing (Tax Anticipation Notes), staff is proposed to reduce the TAN line by \$30,000.

| DESCRIPTION | Adopted 2020 | Adopted 2021 | Dollar Change | Percent Change |
|-----------------------|-----------------|-----------------|------------------|-------------------|
| Bonded Debt Principle | \$633,527.00 | \$709,561.00 | \$76,034.00 | 12.00% |
| Bonded Debt Interest | \$148,268.00 | \$184,680.00 | \$36,412.00 | 24.56% |
| Capital Reserve | \$654,100.00 | \$438,900.00 | (\$142,000.00) | -21.71% |
| TAN Loan | \$191,000.00 | \$161,000.00 | (\$30,000.00) | -15.71% |
| Total | \$1,626,895.00 | \$1,494,141.00 | (\$132,754.00) | -8.16% |

Capital Projects

This year we are proposing a smaller than normal bond for larger priced capital projects. These projects include:

| | Jail Roof | \$ 600,000 | 20 year |
|------------------|----------------------------------|-------------|---------|
| | Jail Fire Alarm System | \$ 150,000 | 20 year |
| \triangleright | Jail Radio System | \$ 150,000 | 10 year |
| | Jail Window Replacement | \$ 150,000 | 20 year |
| | Window & Air Handler Replacement | \$1,200,000 | 20 year |
| | | \$2,150,000 | • |

The following non-debt capital was removed from the 2021 budget and paid for through 2020 year-end surplus.

| | CCRCC Consoles | \$19,000 |
|------------------|----------------------------|-----------|
| \triangleright | Sheriff Night vision Scope | \$42,800 |
| | Sheriff Quad Phone | \$ 7,000 |
| \triangleright | CCRCC Acorn Update | \$ 8,300 |
| \triangleright | Sheriff Drone | \$15,000 |
| | Sheriff Emergency Equip | \$10,000 |
| | | \$104,375 |

Grants & Human Services

Each year the County tries to do their part in supporting non-profits throughout the county. Two years ago, the County Commissioners, at the recommendation of staff, moved towards greater accountability and data sharing by partnering with the Thrive2021 Goal allocation process (United Way). Even though we contribute to Thrive, some agencies fall outside the qualifications; hence, the County works with those independent organizations on some level of funding. Always a tough decision process.

| Description | Adopted 2020 | Adopted 2021 | Dollar Change | Change |
|----------------------------|-----------------|-----------------|------------------|--------|
| Public Service & Grants | \$286,000.00 | \$275,000.00 | -\$11,000.00 | -3.85% |
| Total | \$286,000.00 | \$275,000.00 | -\$11,000.00 | -3.85% |

| Organization | Final 2020 | Final 2021 |
|--------------------------|-----------------|------------|
| Extension Association | \$135,000 | \$115,000 |
| Thrive2027 | \$100,000 | \$100,000 |
| Soil & Water | \$ 18,000 | \$ 18,000 |
| Portland Library | \$ 10,000 | \$ 10,000 |
| Tedford House | \$ 15,000 | \$ 15,000 |
| Casco Bay CAN | \$ 7,000 | \$ 16,000 |
| Coastal County Workforce | <u>\$ 1,000</u> | \$ 1,000 |
| Total: | \$286,000 | \$275,000 |

Jail Budget

The Jail budget was under development during the beginning of the COVID outbreak. Staff through developing this budget were hopeful for LD#793 to make its way through the State Legislature. This Bill would have brought additional revenue to the counties in support of their jail functions. Unfortunately, the Legislature recessed due to the pandemic and did not return. Staff worked to keep the impacts of the jail on a needs based basis. Staff still found itself up against the 4.00% threshold allowed per State Statute for new funding in support of county jails. With a budget that is primarily salary/benefits and fixed costs, there was little room to adjust downwards.

| | Adopted | Adopted | Dollar | Percent |
|-----------------------|-----------------|-----------------|--------------|---------|
| Description | 2020 | 2021 | Change | Change |
| State Funding | \$3,127,000.00 | \$3,127,000.00 | \$0.00 | 0.00% |
| Federal Boarder | \$2,675,000.00 | \$2,675,000.00 | \$0.00 | 0.00% |
| County Boarder | \$500,000.00 | \$500,000.00 | \$0.00 | 0.00% |
| Other Revenues | \$80,000.00 | \$80,000.00 | \$0.00 | 0.00% |
| Jail Total Revenues | \$6,382,000.00 | \$6,382,000.00 | \$0.00 | 0.00% |
| Jail Expenses | \$20,033,137.00 | \$20,579,182.00 | \$546,045.00 | 4.00% |
| Jail Needs from Taxes | \$13,651,137.00 | \$14,197,182.00 | \$546,045.00 | 4.00% |

The County Commissioners worked through the 2020/2021 jail budget in May and June, ultimately approving the Jail Budget at their June 2020 meeting. The Jail budget is up \$546,045.00 from the previous year, having a Needs from Taxes of \$546,045.00 or 4.00%. The Jail budget is brought into the budget discussion during the fall due to the tax implications are carried through the General Fund Budget, ultimately falling within the County's 2021 budget.

Jail Revenue Adjustment (Notable)

None

Jail Expense Adjustment (Notable)

Budget up 4% as allowed by State Statute. Equates to \$546,045 of new funding to support the jail.

| | Contracted Services (i.e. Jail Medical Contract) | \$65,256 |
|------------------|--|-----------|
| | Facility Related / Utilities | \$45,750 |
| \triangleright | Phones (shifting from IT Expense) | \$14,000 |
| | Electricity (new contract) | -\$10,000 |
| \triangleright | Gas (new contract) | -\$15,000 |
| \triangleright | Safety Equipment | \$12,572 |
| \triangleright | Food & Groceries | -\$ 9,200 |

Cross Insurance Arena

Similar to the Jail's budgeting process, the Arena's budget is developed from March to June. The Cross Insurance Arena Board of Trustees works through the Arena General Manager's proposed budget. The Trustees make an annual budget recommendation to the County Commissioners. The County Commissioners hold a public hearing on the budget in June, ultimately moving towards approving the budget. The Arena's budget, much like the jail budget, is included in the General Fund Budget discussion as it affects the bottom line of any increase for the 2021 budget year.

The 2019/2020 CIA Budget ended on a disappointing note. As of March 1, 2019, the Arena's budget was in the red, but the remaining three months left in the budget year looking very promising. A total of 15 shows, three hockey games plus playoffs and graduation season were all canceled due to the pandemic. For the first time in ten years, it looked promising to come close to budget projections. Unfortunately on March 16, 2020 everything came to a standstill and the arena went dark for the remainder of the budget year.

We started the 2020/21 budget as we left the 2019/20 budget. Dark and shows pushing dates and Mariners hockey season canceled. It is an interesting time in the entertainment and professional sports world and we are experiencing it first hand at the Cross Insurance Arena.

The Arena budget does account for the first three months of having the majority of its employees out on furlough. These employees (13 employees) were laid off in October of 2020. Starting the first of 2021, the remaining six employees took a 20% salary cut. We are in unfortunate times, and tough personnel decisions needed to happen to reduce the County's costs with no revenue events in the building.

The Cross Insurance Arena budget is a unique budget, as it does not follow the typical government budgeting process. The Arena's budget is based on projected number of events (ticket sales), suite seating, concessions and sponsorships at the Arena. Shortfalls at the Arena are passed onto the tax rate.

The Cross Insurance Arena Board of Trustees budget is down \$8,800 from last year's budget. This is a small budget this outside the general operating budget. Costs budgeted in the Trustees budget include insurances, financial incentive fee to Spectra Management, parking, legal and professional services. Though outside the operations budget, they are included in the operations line below.

| Description | Adopted 2019/20 | Adopted 2020/21 | Dollar Change | Percent Change | |
|-----------------------------|--------------------|--------------------|------------------|-------------------|--|
| Bond Principle and Interest | \$2,182,500.00 | \$2,065,986.00 | (\$116,514.00) | -5.33% | |
| Revolving Line of Credit | \$654,024.00 | \$614,488.00 | (\$39,536.00) | -6.04% | |
| Operational | \$651,671.00 | \$750,000.00 | \$98,329.00 | 15.09% | |
| Cross Insurance Total | \$3,488,195.00 | \$3,430,474.00 | (\$57,721.00) | -1.65% | |

Calendar Year vs. Fiscal Year

The County currently operates on a Calendar Year cycle for its General Fund Budget. The County has two budgets that fall under the fiscal year cycle of July to June. The 2018 and 2019 Finance Committees urged the County Commissioners to move in the direction of a fiscal year budget for the County General Fund.

Last December, the County Commissioners instructed staff to move towards making the switch in budget years starting July 2021. In January of 2020, staff went through the process of notifying Mayors/Chairs and City/Town Managers of this switch and how it would occur.

Due to the pandemic, the Commissioners have opted to move off from the July 2021 roll-out of the budget year switch. The change is still desired, but due to the pandemic impacts the towns are experiencing, the Commissioners felt it was best to postpone off from the 2021 schedule.

Conclusion

I would like thank the Departments for truly understanding the need to adjust the 2021 budget to off-set significant impacts to our citizens. Initially working with Departments to come to a 2.40% budget increase was very commendable based on the type of expense increases and flat revenues we were experiencing. At the tail-end of the budget process, the County Commissioners allowed staff to get creative in an attempt to push the budget impact lower. The Commissioner's trust in staff paid off and the Commissioners were able to further reduce the 2021 budget and pass a budget with a 1.26% needs from taxes.

James H. Gailey

County Manager

The Budget Process and Financial Management Policies

THE BUDGET PROCESS

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

5: FINANCE

General Provisions:

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

5.4 Finance Committee (FC)

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

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

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

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

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

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

5.8 Borrowing

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

THE BUDGET AND STRATEGIC PLANNING

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

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

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

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

THE BUDGET DOCUMENT

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

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

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

SYSTEM OF ACCOUNTING

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

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

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

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

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

FUND BALANCE

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

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

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

Internal Controls

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

Budgetary Controls

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

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

Operating Budget Policies

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

Revenue Policies

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

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

Investment Policies

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

Reserves

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

Auditing

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

Bonded Debt

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

Capital Investments

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

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

Short- Term Financial Goals

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

How to read the Budget

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

Department or Activity Center Sections

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

Departmental Details

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

Department Mission and Objectives

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

Statistics

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

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

Department Summary Pages

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

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

| 11-101 DEPARTMENT: EMERGENCY MANAGEMENT AGENCY | | | | | | ACTIVITY CENTER: EMERGENCY MANAGEMENT | | | | | |
|--|------|---------------------|--------|-------------|---------|--|--------|---------|------------|--|--|
| | | | 2020 | 2040 ACTUAL | 2021 | | 2024 | 2024 50 | 2024 50141 | | |
| , | ACCT | | | 2019 ACTUAL | | | 2021 | | 2021 FINAL | | |
| | # | ACCOUNT DESCRIPTION | BUDGET | EXPENSE | REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | PRELIM | BUDGET | BUDGET | | |

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

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

2020 ADOPTED BUDGET - The amount approved at the end of the prior year's budget process. This is the amount departments are currently authorized to expend.

2019 ACTUAL - An actual line records the amount expended from each account during the budget year as recorded by the year end audit. 2019 Actual would record expenditures for 2019. This line is included purely for comparative purposes.

2021 BUDGET REQUEST - The 2020 request contains the appropriation requested by departments for each line item. This figure represents the department's expert assessment of the resources necessary to operate the department at appropriate service levels and to fulfill legal mandates.

2021 PRELIM - Requests are scrutinized twice prior to finalizing figures in this column. The County Manager reviews each request and in consultation with department heads offers revisions to departmental requests based on

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

2021 FINANCE COMM - Finance Comm represents the allocations recommended by the Finance Committee(FC). The FC reviews the budget and holds public hearings on the budget prior to returning their recommendations to the County Commissioners. The sum of the FC recommendations are contained in this column.

2021 ADOPTED BUDGET - After careful review and consideration of the FC recommendations and public input, the County Commissioners adopt a final budget. Occasionally the Commissioners alter FC recommendations and the sum of their adopted budget is entered in the approved column. This column will form the basis for the next fiscal budget.

Detail Pages

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

Understanding Line Item Justification

The line item justification is generated by departments to detail the proposed use of each requested account. Lines briefly detail the general use of accounts in ways that highlight needs and help track use. A wealth of data is contained in the line item justifications as departments detail the general use funds are requested to fulfil. The line item request justification column is listed between the 2021 request made by departments and the column containing the managers recommendation. Often the lines can be compared to deduce the items the manager might recommend departments remove from their requests. Detailed reductions are not made by the County Manager to allow departments maximum latitude in managing their departments within guidelines allowed by approved resources. This is not true of FC recommendations which are often quite specific.

Putting It All Together

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

| | 2020 ADOPTED | | 2021 BUDGET | | Manager | | 2021 FC | 2021 FINAL | % Increase |
|------------------------------|--------------|--------------------|-------------|-------------------|-------------|-----------------|-------------|------------|------------|
| DEPARTMENT | BUDGET | EXPENSES | REQUEST | Dollars over 2020 | Adjustments | 2021 MGR | RECOMM | Budget | over 2020 |
| Emergency Mgmt Agency | 644,417 | 596,103 | 638,761 | (5,656) | - | 638,761 | 638,761 | 642,205 | -0.889 |
| District Attorney | 2,100,349 | 1,969,209 | 2,157,737 | 57,388 | - | 2,157,737 | 2,157,737 | 2,169,670 | 2.739 |
| Facilities | 2,697,611 | 2,151,309 | 2,648,941 | (48,670) | - | 2,648,941 | 2,648,941 | 2,659,526 | -1.809 |
| Registry of Deeds | 768,459 | 663,771 | 720,260 | (48,199) | - | 720,260 | 720,260 | 723,608 | -6.279 |
| Registry of Probate | 669,997 | 586,972 | 667,807 | (2,190) | - | 667,807 | 667,807 | 671,633 | -0.339 |
| Finance | 562,778 | 531,812 | 570,002 | 7,224 | - | 570,002 | 570,002 | 573,558 | 1.289 |
| Communications | 3,255,533 | 3,142,193 | 3,358,527 | 102,994 | - | 3,358,527 | 3,358,527 | 3,336,072 | 3.169 |
| Executive-Admin | 731,986 | 659,204 | 733,609 | 1,623 | - | 733,609 | 733,609 | 736,669 | 0.229 |
| Facilities-Garage | 100,870 | 91,730 | 87,950 | (12,920) | - | 87,950 | 87,950 | 88,445 | -12.819 |
| Information Technology | 918,249 | 853,170 | 954,558 | 36,309 | - | 954,558 | 954,558 | 964,769 | 3.959 |
| Human Resources | 477,624 | 430,960 | 593,103 | 115,479 | - | 593,103 | 593,103 | 593,565 | 24.189 |
| Sheriff-Admin | 1,242,141 | 1,139,128 | 1,251,485 | 9,344 | (4,100) | 1,247,385 | 1,247,385 | 1,254,611 | 0.75% |
| Sheriff-Law Enforcement | 6,052,457 | 5,584,946 | 6,096,011 | 43,554 | (1) | 6,096,010 | 6,096,011 | 6,066,713 | 0.72% |
| Sheriff-Civil | 412,231 | 338,257 | 439,073 | 26,842 | (9,300) | <i>4</i> 29,773 | 429,773 | 432,552 | 6.51% |
| Debt Service-Principal | 633,527 | 705,530 | 709,561 | 76,034 | - | 709,561 | 709,561 | 709,561 | 12.00% |
| DebtService- Interest | 148,268 | 166,704 | 184,680 | 36,412 | - | 184,680 | 184,680 | 184,680 | 24.56% |
| Debt Expense - TAN Loans | 191,000 | 153,972 | 161,000 | (30,000) | - - | 161,000 | 161,000 | 161,000 | -15.71% |
| Grants & Human Services | 286,000 | 283,066 | 290,000 | 4,000 | - | 290,000 | 290,000 | 275,000 | 1.40% |
| Pension Life- Retirees | 6,000 | 6,511 | 6,000 | - | - | 6,000 | 6,000 | 6,000 | 0.00% |
| Contingent Account | 45,000 | 31,053 | 45,000 | - | - | 45,000 | 45,000 | 45,000 | 0.00% |
| Sal./ Ben./ Term. Pay | 335,000 | 300,000 | 335,000 | - | - | 335,000 | 335,000 | 335,000 | 0.00% |
| Unemployment Insurance | 25,000 | 16,496 | 25,000 | - | - | 25,000 | 25,000 | 25,000 | 0.00% |
| Regional Projects and Public | 165,000 | 40,114 | 195,000 | 30,000 | - | 195,000 | 195,000 | 155,000 | 18.189 |
| Capital Improvement Res. | 581,100 | 955,100 | 438,900 | (142,200) | - | 438,900 | 438,900 | 332,100 | -24.47% |
| | | | | | | | - | | |
| Total Expenditure Summary | 23,050,598 | 21,397,308 | 23,307,965 | 257,367 | (13,401) | 23,294,564 | 23,294,565 | 23,141,937 | 1.129 |
| Change | | | 257,367 | 257,367 | | 243,966 | 243,967 | 91,339 | |
| | | | | 2021 BUDGET | | 2021 FC | 2021 FINAL | | |
| Tax Calculation | 2018 BUDGET | 2019 BUDGET | 2020 BUDGET | REQUEST | 2021 MGR | RECOMM | Budget | | |
| COUNTY | | | | | | | | | |
| | 24 075 225 | 22 024 040 | 22.050.500 | 22 207 005 | 22 204 564 | 22 204 FCF | 23,141,937 | | |
| Total Estimated Expenditures | 21,075,325 | 22,031,940 | 23,050,598 | 23,307,965 | 23,294,564 | 23,294,565 | | | |
| Total Estimated Revenues | (6,358,043) | (6,506,720) | (6,547,012) | (6,504,408) | (6,504,408) | (6,504,408) | (6,504,408) | | |
| Tax Stabilization Reserve | | | | | | | (200,000) | | |
| Tax Revenue Required | 14,717,282 | 15,525,220 | 16,503,586 | 16,803,557 | 16,790,156 | 16,790,157 | 16,437,529 | | |
| Net Dollar Change | | 807938 | 978,366 | 299,971 | 286,570 | 286,571 | (66,057) | | |
| Percent from prior year | | 5.49% | 6.65% | 1.82% | 1.74% | 1.74% | -0.40% | | |
| | | | | | | | | | |

| Jail Budget | | | | | | | | | | |
|------------------------------|-----------------|--------------|--------------|--------------|--------------|--------------|--------------|--------|------------|--|
| | | | | | | 2021 FC | 2021 Final | | | |
| Tax Calculation | 2017-18 | 2018-19 | 2019-20 | 2020-21 | 2021 MGR | RECOMM | Budget | % Inc | rease | |
| Total Estimated Expenditures | 18,798,220 | 19,265,593 | 20,033,137 | 20,579,182 | 20,579,182 | 20,579,182 | 20,579,182 | | 2.73% | |
| Total Estimated Revenues | (6,176,626) | (6,139,500) | (6,382,000) | (6,382,000) | (6,382,000) | (6,382,000) | (6,382,000) | | 0.00% | |
| Tax Revenue Required | 12,621,594 | 13,126,093 | 13,651,137 | 14,197,182 | 14,197,182 | 14,197,182 | 14,197,182 | | | |
| · | 12,253,979 | 13,126,093 | 13,651,137 | 14,197,182 | 14,197,182 | 14,197,182 | 14,197,182 | | | |
| | Amount fixed by | statute | | 546,045 | 546,045 | 546,045 | 546,045 | | | |
| Cross Insurance Ar | ena Budget | | | | | | | | | |
| | | | | 2021 BUDGET | 2021 MGR | 2021 FC | 2021 Final | | | |
| Tax Calculation | 2018 BUDGET | 2019 BUDGET | 2020 BUDGET | REQUEST | RECOMM | RECOMM | Budget | % Inc | rease | |
| Bond Principal | 1,100,000 | 1,300,000 | 1,300,000 | 1,178,966 | 1,178,966 | 1,178,966 | 1,178,966 | | | |
| Bond Interest | 954,500 | 908,500 | 882,500 | 887,020 | 887,020 | 887,020 | 887,020 | | | |
| Revolving Line of Credit | 591,250 | 703,738 | 654,024 | 614,488 | 614,488 | 614,488 | 614,488 | | | |
| Operational Subsidy | 264,003 | 470,561 | 651,671 | 750,000 | 750,000 | 750,000 | 750,000 | | | |
| Tax Revenue Required | 2,909,753 | 3,382,799 | 3,488,195 | 3,430,474 | 3,430,474 | 3,430,474 | 3,430,474 | | | |
| Net Dollar Change | | 473,046 | 105,396 | (57,721) | (57,721) | (57,721) | (57,721) | | | |
| Percent from prior year | | 16.26% | 3.12% | -1.65% | -1.65% | | , , , | | | |
| COMBINED TA | Y PRESEI | ΝΤΔΤΙΟΙ | N | | | | | | | |
| COMBINED IA | X I ILULI | TIATIO | • | | | | 2021 Final | | | |
| | | | | 2021 BUDGET | | 2021 FC | | | % Increase | |
| Tax Calculation | 2018 BUDGET | 2019 BUDGET | 2020 BUDGET | REQUEST | 2021 MGR | RECOMM | Budget | % Inc | | |
| | | | | | | | | | | |
| Total Estimated Expenditures | 43,098,407 | 44,787,515 | 46,571,931 | 47,317,621 | 47,304,220 | 47,304,221 | 47,151,594 | | | |
| Total Estimated Revenues | (12,485,782) | (12,646,220) | (12,929,012) | (12,886,408) | (12,886,408) | (12,886,408) | (12,886,408) | | | |
| Tax Stabilization Reserve | | | | | | | (200,000) | | | |
| Tax Revenue Required | 30,612,625 | 32,141,295 | 33,642,919 | 34,431,214 | 34,417,812 | 34,417,814 | 34,065,187 | - | | |
| Net Dollar Change | | 1,528,670 | 1,501,624 | 788,295 | 774,893 | 774,895 | 422,268 | | | |
| Percent from prior year | | 4.99% | 4.67% | 2.34% | 2.30% | 2.30% | 1.26% | | | |
| Budget Requests | General Coun | ty Impact | | 299,971 | | | | 0.89% | Total | |
| | Jail Impact | | | 546,045 | | | | 1.62% | | |
| | Cross Insurar | nce Arena Im | pact | (57,721) | | | | -0.17% | 2.34% | |
| MGR Budget | General Coun | ty Impact | | | 286,570 | | | 0.85% | Total | |
| • | Jail Impact | | | | 546,045 | | | 1.62% | | |
| | Civic Center I | mpact | | | (57,721) | | | -0.17% | 2.30% | |
| Finance Committee | General Cou | | | | , , | 286,571 | | 0.85% | Total | |
| Budget | Jail Impact | inty impact | | | | 546,045 | | 1.62% | TOTAL | |
| Buuget | | luan a a t | | | | • | | | 0.000/ | |
| | Civic Center | Impact | | | | (57,721) | | -0.17% | 2.30% | |
| Final Budget | General Cou | nty Impact | | | | | (66,057) | -0.20% | Total | |
| | Jail Impact | | | | | | 546,045 | 1.62% | | |
| | Civic Center | Impact | | | | | (57,721) | -0.17% | 1.26% | |

COUNTY OVERVIEW: Revenue and Expenses from all Sources

COUNTY OF CUMBERLAND: BUDGET 2021-ASSESSMENT

| | | | | | 2021 BUDGET | | 2021 FC | 2021 FINAL |
|------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|--------------|
| Tax Calculation | Budget 2017 | Budget 2018 | Budget 2019 | Budget 2020 | REQUEST | 2021 PRELIM | Recommend | Budget |
| | | | | | | | | |
| Total Estimated Expenditures | 41,464,388 | 43,098,407 | 44,787,515 | 46,571,931 | 47,317,621 | 47,304,220 | 47,304,221 | 47,151,594 |
| Total Estimated Revenues | (12,181,326) | (12,485,782) | (12,646,220) | (12,929,012) | (12,886,408) | (12,886,408) | (12,886,408) | (12,886,408) |
| Designated Surplus | | - | - | - | - | - | - | (200,000) |
| Tax Revenue Required | 29,283,062 | 30,612,625 | 32,141,295 | 33,642,919 | 34,431,214 | 34,417,812 | 34,417,814 | 34,065,187 |

2.34% 2.30%

COUNTY OF CUMBERLAND: Enterprise Funds 2021

Enterprise Funds: (Prior year numbers at present)

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

| Budget | | 2020 Budget | 2021 Budget |
|--|--------------------------|--------------------------|------------------------|
| Total Estimated Expenditures Total Estimated Revenues | Enterprise Enterprise | 10,995,487 10,995,487 | 9,698,974 9,698,974 |
| Tax Revenue Required | | \$0.00 | \$0.00 |

COUNTY OF CUMBERLAND: Grants and other Funds 2021

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

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

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

| Budget | 2020 Budget | 2021 Budget |
|--|------------------------|------------------------|
| Total Estimated Expenditures Total Estimated Revenues | 1,919,100 1,919,100 | 3,094,100 3,094,100 |
| Tax Revenue Required | \$0.00 | \$0.00 |

COUNTY OF CUMBERLAND: Summary Budget from all Sources 2021

Summary Overview

This is a presentation of all dollars that come into the County, regardless of source, including Budgeted amounts, Grants, Special Revenue Funds and Enterprise Funds

| Budget | 2020 Budget | 2021 Budget |
|--|--------------------------|-------------------------------|
| Total Estimated Expenditures Total Estimated Revenues Designated Surplus | 59,486,518 25,843,599 | 59,944,668 25,879,482 - |
| Tax Revenue Required | \$ 33,642,919 | \$ 34,065,187 |



Cross Insurance Arena

Enterprise Fund since 11/30/2017

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

| | 2019 Actual | 2020 BUDGET | 2021 BUDGET REQUEST | | 2021 FC RECOMM | 2021 FINAL Budget | TAX Impact |
|---|-------------|----------------|------------------------|---|-------------------|----------------------|---------------|
| From County Taxes Total Estimated Expenditures Total Estimated Revenues | 3,406,699 | 3,488,195 | 3,430,474 | | 3,430,474 | 3,430,474 | |
| Tax Revenue Required | | 3,488,195 | 3,430,474 | | - | 3,430,474 | -0.17% |
| Net Dollar Change | | | (57,721) Increase | \$ 33,642,919 2020 Tax Assessment | | (57,721) | |

| Cross Insurance Arena | | | | | | | | |
|--|--------------------------|-----------------------|------------------------|------------------------|---|----------------------|----------------------|----------------------|
| From the County | 2019 COUNTY BUDGET | 2020 COUNTY BUDGET | 2019 ACTUAL EXPENSE | 2021 COUNTY REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC | 2021 FINAL BUDGET |
| CIA \$33M Bond Principal Interest | 1,300,000 908,500 | 1,300,000 882,500 | 1,300,000 908,500 | | (2021 Debt Payment is \$2.065 M) For CIA expenses ie debt New Civic Center Referendum for Modernization | 1,178,966 887,020 | 1,178,966 887,020 | 1,178,966 887,020 |
| CC operational Subsidy Non-Debt CIA CIP Bonded Debt: | 470,561 107,183 | 578,671 73,000 | 475,636 73,000 | 750,000 - | To Fund the Operational Budget from 6/30/2020 | 750,000 - | 750,000 - | 750,000 - |
| CC Bond Principal CC Bond Interest | 610,000 93,738 | ' | 553,488 144,999 | 518,473 96,015 | Debt service for Capital needs | 518,473 96,015 | 518,473 96,015 | 518,473 96,015 |
| Total to CIA | 3,489,982 | 3,488,195 | 3,455,623 | 3,430,474 | | 3,430,474 | 3,430,474 | 3,430,474 |

 INCREASE OVER FY 2020
 \$ (57,721)

 FY 20 COUNTY ASSESSMENT
 \$33,642,919

 ADDITION TO THE 2021 TAXES
 -0.17%

Enterprise Activities-Law Enforcement

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

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

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

| | Sheriff's Office Contract Services | | | 2020/21 | 2020/21 |
|--------|------------------------------------|--------------|-----------|-----------|-----------|
| Acct # | | PERIOD | EMPLOYEES | REVENUES | EXPENSES |
| | FULL TIME CONTRACTS | | | | |
| 21203 | Town of Harpswell | 4/1 to 3/31 | 3 | 390,516 | 390,516 |
| 21216 | Town of Harpswell-Marine Patrol | 4/1 to 3/31 | 2 | 215,223 | 215,223 |
| 21204 | Town of Harrison | 7/1 to 6/30 | 1 | 119,423 | 119,423 |
| 21212 | Town of Standish | 7/1 to 6/30 | 5.5 | 702,586 | 702,586 |
| 21207 | SAD #6 | 9/1 to 6/30 | 1 | 75,267 | 75,267 |
| | SAD #15 SRO | 7/1 to 6/30 | 1 | 123,815 | 123,815 |
| | Lake Region SRO | 7/1 to 06/30 | 1 | 75,199 | 75,199 |
| 21225 | Maine Drug Enforcement (Reimburse) | 1/1 to 12/31 | 2 | 128,807 | 128,807 |
| | Town of Gray | 7/1 to 6/30 | 1 | 206,148 | 206,148 |
| | TOTAL FULL-TIME CONTRACTS | | 17.5 | 2,036,984 | 2,036,984 |
| | | | | | |
| | SUMMER CONTRACTS | | Part Time | | |
| | Naples | | 1 | 36,465 | 36,465 |
| | Frye Island | | 1 | 48,101 | 48,101 |
| 21215 | Long Island | Summer | 1 | 22,711 | 22,711 |
| | Town of Chebeague | Summer | 1 | 28,452 | 28,452 |
| | TOTAL SUMMER CONTRACTS | | 4 | 99,264 | 99,264 |
| | | | | | |

TOTAL FROM NON-BUDGET ACTIVITIES

2,136,248 2,136,248

Enterprise Activities-Facilities

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

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

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

| | State Court Custodial Program | | | 2021 | 2021 |
|-------|---------------------------------|--------------|-----------|----------|----------|
| | | PERIOD | EMPLOYEES | REVENUES | EXPENSES |
| 21221 | Custodian Floor/and maintenance | 1/1 to 12/31 | 6 | 327,204 | 327,204 |
| | | | Supply | 94,848 | 94,848 |
| | TOTAL FROM NON-BUDGET | | • | | |

TOTAL FROM NON-BUDGET
ACTIVITIES

422,052 422,052

Enterprise Activities- Assessing Department

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

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

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

| | Regional Assessing | F | PERIOD | EMPLOYEES | 2021 REVENUES | EX | 2021 (PENSES |
|-------|--|----|------------|------------------|------------------|----|-----------------|
| 21227 | Regional Assessing fees paid according | 1/ | 1 to 12/31 | 5 | 533,154 | | 614,670 |
| | to contracts with participating Municipalities | | | | | | |
| | Revenues (Estimated breakdown) | | | Expenses | | | |
| | | | | Lead Assessor | | \$ | 86,689 |
| | Town of Falmouth | \$ | 157,062 | Assistant Assess | sor | \$ | 69,164 |
| | Town of Yarmouth | \$ | 114,177 | Appraiser II | | \$ | 56,364 |
| | Town of Casco | \$ | 47,962 | Appraiser | | \$ | 52,213 |
| | Town of Gorham | \$ | 147,648 | Appraiser | | \$ | 46,145 |
| | Town of North Yarmouth | \$ | 49,955 | Amin Asst. | | \$ | 34,710 |
| | Town of Baldwin | \$ | 16,351 | Benefits | | \$ | 142,735 |
| | Total Revenues | \$ | 533,154 | Vision Software | | \$ | 16,000 |
| | County Subsidy | \$ | 81,516 | Assessing Maps | ; | \$ | 16,500 |
| | Net Revenues | \$ | 614,670 | All other | | \$ | 94,150 |
| | | | | Total Costs | | \$ | 614,670 |
| | | | | , | | | |

Enterprise Activities-Civil Division

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

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

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

| | Outside Civil Deputies | | | 2021 | 2021 |
|-------|---|--------------|-----------|----------|-----------------|
| | | PERIOD | EMPLOYEES | REVENUES | EXPENSES |
| | Outside Civil Deputies are paid through the | | | | |
| 21255 | County but work independently | 1/1 to 12/31 | 0 | - | - |
| | in conjunction with our in house Civil | | | | |
| | Department. | | | | |
| | Their compensation is paid by users of the civil service activities | | | | |

Enterprise Activities-Cross Insurance Arena

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

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

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

35235

| Cross Insurance Arena | | FY 19-20 | FY 20-21 | |
|---------------------------|---|--------------|--------------|--|
| Description | | Budget | Budget | |
| Revenues from Operations | | \$ 7,179,979 | \$ 6,052,146 | |
| Cost of Goods Sold | ; | \$ 5,115,264 | \$ 4,037,947 | |
| Indirect Expenses | ; | \$ 2,460,186 | \$ 2,313,658 | |
| Income/(Deficit) | | \$ (395,471) | \$ (299,459) | |
| Trustees & Other Expenses | ; | \$ 183,200 | \$ 174,400 | |
| Income/(Deficit) | | \$ (578,671) | \$ (473,859) | |
| County Subsidy | | \$ 578,671 | \$ 473,859 | |

Total Revenues Total Expenses \$ 7,758,650 \$ 6,526,005 \$ 7,758,650 \$ 6,526,005

GRANTS AND OTHER FUNDING- CDBG Dept

Federally Funded Community Development Block Grant

Kristen Styles, County Community Development Director

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

The County has access to funds from Federal grants (CDBG) which allows for the hiring of personnel to perform activities under the grant. Cumberland County is the only county in New England to have established "Urban County" receiving annual Community Development Block Grant funds.

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

| | | | | _ |
|---|--------------|------------------|-----------|-----------|
| Community Development Block Grant | | | 2020-21 | 2020-21 |
| and Other Federal programs | PERIOD | EMPLOYEES | REVENUES | EXPENSES |
| HUD CDBG Program Grant for | 7/1 to 6/30 | 1 | 2,745,000 | 2,745,000 |
| CDBG-R Recovery Act Funds | 1/1 to 12/31 | | | _ |
| Homeless Prevention Rapid Recovery Act HPRP | 1/1 to 12/31 | | | |
| Neighborhood Stabilization Program | 1/1 to 12/31 | | | |
| | | | 2,745,000 | 2,745,000 |

| | | | | 2021 | 2021 |
|-------|-----------------------------|--------------|------------------|----------|-----------------|
| | GRANT FUNDED PROGRAMS | PERIOD | EMPLOYEES | REVENUES | EXPENSES |
| 51286 | Domestic Violence grant | 1/1 to 12/31 | 0 | 141,100 | 141,100 |
| 51352 | Drug Free Communities (DFC) | 1/1 to 12/31 | 1.5 | 100,000 | 100,000 |
| 51381 | 2nd Chance Grant | 1/1 to 12/31 | N/A | 108,000 | 108,000 |
| | | | | | |
| | TOTAL GRANT FUNDED PROGRAMS | | 1.5 | 349,100 | 349,100 |

| | 2021 County of Cumberla | and |
|---------------|---|-----------------|
| | Budget Reduction Record | |
| | | |
| | PUBLISHED BUDGET AMOUNT FROM DEPARTMEN | |
| | Net Assessment for 2020 | |
| | Department Request Expenditure Budget 2021 | \$47,317,621 |
| | Revenues for 2021 | |
| | Net Assessment 2021 | \$34,431,213 |
| | Net Dollar Increase | \$788,294 |
| | Tax Increase from 2020 | - |
| | | |
| | ADJUSTED BY MANAGER'S RECOMMENDATION | |
| 404 | Department Requests | ФО |
| 101 | EMA | \$0 \$0 |
| 102 103-01 | District Attorney Exec-Administration | \$0 |
| 103-01 | IT | \$0 \$0 |
| 103-02 | Exec-Garage | ΦO |
| 103-03 | <u> </u> | \$0 |
| 103-04 | Facilities | \$0 |
| 106-05 | Sheriff-Admin | -\$4,100 |
| 106-06 | | -\$1 |
| 106-07 | | \$0 |
| 1006-08 | | -\$9,300 |
| 107 | Deeds | \$0 |
| 108 | Probate | \$0 |
| 109 | Finance | \$0 |
| 110 | Communications | \$0 |
| Other | Other | \$0 |
| Other | Outer | Ψ |
| | Total Mgr Cuts to Expenses | -\$13,401 |
| | Net Increase in the Expenses over 2020 Expenses | \$774,893 |
| Summar | /: Total Expenditures Manager's Recom. | \$47,304,220 |
| | Total Estimated Revenues | \$ (12,886,408) |
| | Net Budget from Mgr. FY 2021 | \$ 34,417,812 |
| | Dollar Increase over 2020 | \$ 774,893 |
| | Net Increase over Last year | 2.30% |
| | , | |
| | | |
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| 1 | |
|--------------|--|
| <u> </u> | NET TAX DECREASE - Finance Committee |
| 2.30% | Percent Increase over 2020 |
| \$34,417,814 | Total budget recommended by Finance Committee |
| | ADJUSTED BY COUNTY COMMISSIONERS |
|) | Commissioners agreed with Finance Committee from above |
| 60,925 | Cola for Non-Union Employees |
| (15,000) | Grants & Human Services Decrease |
| (106,800) | CIP Reductions |
| (40,000) | Regional Project and Public Information |
| (200,000) | Use of Budget Stabilization Fund |
| (51,753) | Departmental CIP Reductions |
| (352,628) | Net Tax Decrease |
| \$34,065,187 | Voted/approved by Commissioners on 12/07/2020 |
| 1.26% | Percent Increase over 2020 |

PROJECTED REVENUE

COUNTY OF CUMBERLAND FISCAL YEAR 2021

Revenues

| Acct # | Source | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget |
|----------------|------------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| 11-001-4003 | Supreme Court Rental | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 |
| 11-001-4004 | State Court Rent / Reimbursements | | | | | | |
| 11-101-4101 | Emergency Management Allocation | 413,439 | 305,739 | 315,308 | 320,000 | 320,000 | 320,000 |
| 11-101-4102 | AT&T Tower Lease | 12,040 | 13,231 | 14,738 | 12,000 | 15,300 | 15,300 |
| 11-102-4100 | District Attorney | 184,604 | 177,800 | 166,107 | 175,000 | 165,000 | 165,000 |
| 11-103-01-4100 | Executive | 1,165 | | 333 | | | |
| 11-103-02-4100 | IT | 3,905 | 2,046 | 350 | 5,000 | 5,000 | 5,000 |
| 11-103-03-4100 | Garage Operations | | 2,817 | | | | |
| 11-103-03-4301 | Garage Daily Parking | 151,365 | 109,708 | 91,394 | 110,000 | 110,000 | 110,000 |
| 11-103-03-4302 | Garage Monthly Parking | 429,264 | 487,446 | 553,296 | 475,000 | 475,000 | 475,000 |
| 11-104-4401 | Treasurer Income (Interest, etc.) | 3,643 | | | - | | |
| 11-105-4100 | Facilities Misc Revenue | 12,856 | 13,753 | 9,967 | | | |
| 11-105-4100 | Facilities Salvage | 12,630 | 13,733 | 9,907 | | | |
| | | | | | | | |
| 11-106-05-4100 | Sheriff Misc Revenues | 58,151 | 30,476 | 37,715 | 65,000 | 55,000 | 55,000 |
| 11-110-4100 | CCRCC Revenues | 1,180,734 | 1,311,867 | 1,383,870 | 1,431,059 | 1,474,208 | 1,518,434 |
| 11-106-08-4100 | Civil Process | 244,872 | 278,445 | 239,740 | 344,053 | 325,000 | 325,000 |
| 11-107-4100 | Register of Deeds - Misc. Revenue | 2,577 | 1,840 | 1,721 | 2,500 | 2,500 | 2,500 |
| 11-107-4701 | Register of Deeds - Recording Fees | 1,517,875 | 1,550,542 | 1,656,239 | 1,450,000 | 1,425,000 | 1,400,000 |
| 11-107-4702 | Register of Deeds - Transfer Tax | 1,266,474 | 1,442,287 | 1,344,983 | 1,200,000 | 1,200,000 | 1,200,000 |
| 11-107-4703 | Register of Deeds - Copies | 401,451 | 404,449 | 373,177 | 400,000 | 375,000 | 355,000 |
| 11-108-4801 | Register of Probate - Fees | 431,708 | 449,581 | 423,195 | 440,000 | 440,000 | 440,000 |
| 11-108-4802 | Register of Probate - Notices | 45,801 | 50,384 | 48,039 | 45,000 | 45,000 | 45,000 |
| 11-108-4803 | Register of Probate - Abstracts | 28,811 | 27,360 | 26,265 | 25,000 | 25,000 | 25,000 |
| 11-108-4804 | Register of Probate -Forms | 18,310 | 23,233 | 26,377 | 13,000 | 13,000 | 13,000 |
| 11-108-4805 | Register of Probate - Visitor fees | 27,036 | 27,908 | 30,322 | 22,000 | 22,000 | 22,000 |
| | Passport Processing | | | | 10,000 | 10,000 | 10,000 |
| | Total Revenues | 6,438,481 | 6,713,312 | 6,745,536 | 6,547,012 | 6,504,408 | 6,503,634 |
| | Designated Surplus | | | | | | |
| | Total Revenues & Surplus | 6,438,481 | 6,713,312 | 6,745,536 | 6,547,012 | 6,504,408 | 6,503,634 |
| | | 2017 Actual | 2018 Actual | 2019 Actual | 2020 Budget | 2021 Budget | 2022 Budget |

FY2021 COUNTY OF CUMBERLAND-

Using 2021 Final Valuation

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

The State of Maine Valuation for 2021 shows overall County increase of _____ Valuation Growth

| Tax Distribution Schedule | | | | | | |
|---------------------------|----------------|--------------|----------------|--------|--------------|--------------|
| Tax Distribution Schedu | 7.52% | | 5.40% | | | |
| | 1.02/0 | | 0.4070 | Val | | |
| | State 2020 | | State 2021 | Change | | Percent Tax |
| Town | Valuation | 2020 Tax | Valuation | % | 2021 Tax | Change |
| Baldwin | 181,600,000 | 121,180 | 194,350,000 | 7.0% | 124,590 | 2.81% |
| Bridgton | 1,106,700,000 | 738,484 | 1,205,750,000 | 9.0% | 772,951 | 4.67% |
| Brunswick | 2,509,500,000 | 1,674,551 | 2,595,900,000 | 3.4% | 1,664,113 | -0.62% |
| Cape Elizabeth | 2,275,600,000 | 1,518,473 | 2,427,750,000 | 6.7% | 1,556,320 | 2.49% |
| Casco | 707,700,000 | 472,237 | 757,400,000 | 7.0% | 485,535 | 2.82% |
| Chebeague Island | 237,100,000 | 158,213 | 253,150,000 | 6.8% | 162,283 | 2.57% |
| Cumberland | 1,406,550,000 | 938,569 | 1,503,000,000 | 6.9% | 963,505 | 2.66% |
| Falmouth | 2,726,900,000 | 1,819,618 | 2,887,550,000 | 5.9% | 1,851,077 | 1.73% |
| Freeport | 1,863,700,000 | 1,243,618 | 2,006,100,000 | 7.6% | 1,286,019 | 3.41% |
| Frye Island | 175,100,000 | 116,842 | 185,950,000 | 6.2% | 119,204 | 2.02% |
| Gorham | 1,992,000,000 | 1,329,231 | 2,152,750,000 | 8.1% | 1,380,030 | 3.82% |
| Gray | 1,133,450,000 | 756,334 | 1,173,400,000 | 3.5% | 752,213 | -0.54% |
| Harpswell | 1,992,700,000 | 1,329,698 | 2,101,500,000 | 5.5% | 1,347,176 | 1.31% |
| Harrison | 545,700,000 | 364,137 | 602,950,000 | 10.5% | 386,524 | 6.15% |
| Long Island | 179,800,000 | 119,978 | 188,900,000 | 5.1% | 121,095 | 0.93% |
| Naples | 850,150,000 | 567,292 | 859,900,000 | 1.1% | 551,243 | -2.83% |
| New Gloucester | 588,450,000 | 392,664 | 611,050,000 | 3.8% | 391,716 | -0.24% |
| North Yarmouth | 570,400,000 | 380,617 | 617,650,000 | 8.3% | 395,947 | 4.03% |
| Portland | 10,507,000,000 | 7,011,159 | 11,149,300,000 | 6.1% | 7,147,309 | 1.94% |
| Pownal | 267,550,000 | 178,532 | 284,200,000 | 6.2% | 182,188 | 2.05% |
| Raymond | 1,175,550,000 | 784,426 | 1,206,850,000 | 2.7% | 773,657 | -1.37% |
| Scarborough | 4,778,350,000 | 3,188,519 | 4,807,600,000 | 0.6% | 3,081,933 | -3.34% |
| Sebago | 420,650,000 | 280,693 | 463,600,000 | 10.2% | 297,193 | 5.88% |
| South Portland | 4,622,350,000 | 3,084,423 | 4,866,700,000 | 5.3% | 3,119,820 | 1.15% |
| Standish | 1,198,800,000 | 799,941 | 1,215,150,000 | 1.4% | 778,977 | -2.62% |
| Westbrook | 2,268,700,000 | 1,513,868 | 2,420,050,000 | 6.7% | 1,551,384 | 2.48% |
| Windham | 2,272,500,000 | 1,516,404 | 2,441,900,000 | 7.5% | 1,565,391 | 3.23% |
| Yarmouth | 1,863,100,000 | 1,243,218 | 1,958,950,000 | 5.1% | 1,255,794 | 1.01% |
| | 50,417,650,000 | 33,642,919 | 53,139,300,000 | 5.40% | 34,065,186 | 1.26% |
| Tax Calculation | 2018 | 2019 | 2020 | | 2021 | |
| | | | | | | |
| Total Estimated Expend | 43,098,407 | 44,787,515 | 46,571,931 | | 47,151,594 | |
| Total Estimated Revenu | (12,485,782) | (12,646,220) | (12,929,012) | | (12,886,408) | |
| Tax Stabilization | - | - | - | | (200,000) | Net Increase |
| Tax Revenue Required | 30,612,625 | 32,141,295 | 33,642,919 | | 34,065,186 | 1.26% |
| | 2018 | 2019 | 2020 | | 2021 | |
| Mil Rate | 0.000694902 | 0.000685427 | 0.0006672846 | | 0.0006410545 | |
| Per \$1,000 | 0.6949019 | 0.6854273 | 0.667284552 | | 0.641054475 | |
| Amount for \$200,000 h | \$ 138.98 | \$ 137.09 | \$ 133.46 | | \$ 128.21 | |
| Increase | | | | | \$ (5.25) | |

COUNTY OF CUMBERLAND FISCAL YEAR 2021

| | NON-D | EPARTMENTAL & DEBT SERVICE | 1 1002 | AL YEAR 2021 | | | | | | |
|--------|-------|---|-----------|--------------|-----------|-----------|-----------|-----------|-----------|------------|
| | | | | | | 2020 | 2021 | | | |
| ACCT | ACCT | | 2017 | 2018 | 2019 | FINAL | BUDGET | 2021 | 2021 FC | 2021 FINAL |
| # | # | DESCRIPTION | ACTUAL | ACTUAL | ACTUAL | BUDGET | REQUEST | PRELIM | BUDGET | BUDGET |
| | | PRINCIPAL | | | | | | | | |
| 11-120 | | 2012-Civic Center Referendum Ref \$33M Payment | 1,100,000 | 1,200,000 | 1,853,488 | 1,300,000 | 1,300,000 | 1,300,000 | 1,300,000 | 1,300,000 |
| 11-120 | 9108 | 2008 Debt Principal for Interoperability Referendum | 85,000 | 85,000 | | | | | | |
| 11-120 | | 2003- Civic Center Revolving Bond -to Civic Ctr Page | 556,613 | 345,000 | | 330,000 | 330,000 | 330,000 | 330,000 | 330,000 |
| 11-120 | | 2012-County Debt under Charter- Principal \$2.775M | 210,000 | 200,000 | 705,530 | 150,000 | 136,034 | 136,034 | 136,034 | 136,034 |
| | | 2014- County CIP Debt | 150,000 | 159,268 | | 115,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | 2016- County CIP Debt | 140,000 | 312,981 | | 280,000 | 160,000 | 160,000 | 160,000 | 160,000 |
| | | 2018- County CIP Debt | | | | 270,000 | 211,527 | 211,527 | 211,527 | 211,527 |
| | | MBB 2020 Debt | | | | 32,000 | 32,000 | 32,000 | 32,000 | 32,000 |
| | | 2021 NEW Debt | | | | | 60,000 | 60,000 | 60,000 | 60,000 |
| | | TOTAL BOND DEBT SERVICE | 2,241,613 | 2,302,249 | 2,559,018 | 2,445,000 | 2,339,561 | 2,339,561 | 2,339,561 | 2,339,561 |
| | | INTEREST | | | | | | | | |
| 11-120 | 9213 | 2012-Civic Center Referendum Ref \$33M Interest | 975,103 | 969,505 | 1,053,499 | 882,500 | 882,500 | 882,500 | 882,500 | 882,500 |
| 11-120 | 9208 | 2008 Debt Interest for Interoperability Referendum | 49,513 | 45,688 | | | | | | |
| 11-120 | 9202 | 2003- Civic Center Revolving Bond - to Civic Ctr page | 56,409 | 39,544 | | 58,238 | 58,238 | 58,238 | 58,238 | 58,238 |
| 11-120 | | 2012-County Debt under Charter- Interest \$2.775M | 197,294 | 34,369 | 166,704 | 29,105 | 26,492 | 26,492 | 26,492 | 26,492 |
| | | 2014- County CIP Debt | , - | 33,213 | , | 26,913 | 22,325 | 22,325 | 22,325 | 22,325 |
| | | 2016- County CIP Debt | - | 30,181 | | 51,963 | 46,363 | 46,363 | 46,363 | 46,363 |
| | | 2018- County CIP Debt | | | | 92,600 | 68,500 | 68,500 | 68,500 | 68,500 |
| | | 2021 NEW Debt | | | | | 21,000 | 21,000 | 21,000 | 21,000 |
| | | TOTAL BOND DEBT INTEREST | 1,278,318 | 1,152,500 | 1,220,203 | 1,141,319 | 1,125,418 | 1,125,418 | 1,125,418 | 1,125,418 |
| | | | | | | | | | | |
| 1 | | DEBT EXPENSE - LOANS | | | | | | | | |
| 11-120 | | TAN Bank Charge/and Rating Agencies | 22,300 | 11,800 | 19,166 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 11-120 | | TAN Legal Fees | 15,075 | 13,973 | 5,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| 11-120 | 9220 | TAN Interest | 117,533 | 173,944 | 129,805 | 150,000 | 120,000 | 120,000 | 120,000 | 120,000 |
| | | TOTAL DEBT EXPENSE - LOANS | 154,908 | 199,718 | 153,972 | 191,000 | 161,000 | 161,000 | 161,000 | 161,000 |
| | | NON-DEPARTMENTAL | | | | | | | | |
| 11-140 | 5520 | Retiree Life Insurance | 5,879 | 6,444 | 6,511 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| 11-140 | | Unemployment Insurance | 9,371 | 19,378 | 16,496 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 11-141 | | Salary / Benefits / Termination Pay | 300,000 | 300,000 | 300,000 | 335,000 | 335,000 | 335,000 | 335,000 | 335,000 |
| 11-141 | 3301 | Calary / Benefits / Termination F ay | 300,000 | 300,000 | 300,000 | 333,000 | 333,000 | 333,000 | 333,000 | 333,000 |
| 11-141 | 9526 | County Capital Improvement Reserve for CIP | 190,250 | 315,500 | 955,100 | 581,100 | 438,900 | 438,900 | 438,900 | 332,100 |
| 11-141 | | Civic Center Operational Subsidy | 273,476 | 550,000 | 475,636 | 450,000 | 750,000 | 750,000 | 750,000 | 750,000 |
| 11-141 | | Contingent Appropriation | 1,175 | 5,287 | 31.053 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 11-141 | | Referendum and Public Information | 20,801 | 14,158 | 40,114 | 165,000 | 195,000 | 195,000 | 195,000 | 155,000 |
| | | TOTAL NON-DEPARTMENTAL | 800,952 | 1,210,767 | 1,824,910 | 1,607,100 | 1,794,900 | 1,794,900 | 1,794,900 | 1,648,100 |
| | | | , | | , | , | . , | | | |
| | | TOTAL NON-DEPARTMENTAL & DEBT SERVICE | 4,475,791 | 4,865,233 | 5,758,103 | 5,384,419 | 5,420,879 | 5,420,879 | 5,420,879 | 5,274,079 |
| | | | | | | | 20,400 | 20, 400 | 20,400 | (440.240) |

36,460 36,460 (110,340)

CUMBERLAND COUNTY PERSONNEL 2021

Overview

The Personnel portion of the County Budget consists of two sections. The first section is a Personnel Summary which lists all approved County positions for F/Y 2021.

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

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

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

COUNTY OF CUMBERLAND, MAINE FISCAL YEAR 2021 POSITION CLASSIFICATION PLAN

MANAGEMENT

| <u>TITLE</u> | <u>GRADE</u> | ANNUAL SALARY RANGE |
|--|--------------|---------------------|
| County Manager | 17 | \$101,421 – 141,211 |
| Deputy Manager of Finance & Admin | 16 | \$93,912 – 133,349 |
| Director Regional Assessing Chief Deputy | 15 | \$86,986 – 123,531 |
| Register of Deeds Community Development Director Information Technology Director Emergency Communications Director Emergency Management Agency Director Facilities Manager Human Resources Director Jail Administrator | 14 ctor | \$80,538 – 114,358 |
| Director Public Affairs | 13 | \$73,112 – 103,834 |
| Domestic Violence Coordinator | 12 | \$69,077 – 98,051 |
| Captain – Administrative Support Captain – CID, Patrol Captain – Support Services Captain - Security/Operations Network Administrator Deputy Communications Director Deputy Assessor | 11 | \$63,939 – 90,792 |
| Administrative LT Deputy Finance Director Deputy Register of Probate | 10 | \$59,197 – 84,094 |
| Deputy EMA Director Software Admin GIS Mapper | 9 | \$54,787 – 77,854 |
| Assistant Assessor Deputy Register of Deeds Custodian Supervisor | 8 | \$50,773 – 72,093 |

GENERAL GOVERNMENT POSITIONS

| <u>TITLE</u> | <u>GRADE</u> | HOURLY PAY RANGE |
|---|--------------|------------------|
| Clerk/Supervisor Diversion Clerk Fleet Automotive Technician Paralegal | 7 | \$22.59 – 30.81 |
| Computer Specialist Drug Free Project Coord Finance Assistant Probate Clerk II Maintenance Technician Parking Garage Operator Planner | 6 | \$20.54 – 27.99 |
| Clerk II Restitution Clerk Trial Assistant Inventory/Trainer/Custodian | 5 | \$18.69 – 25.45 |
| Parking Garage Attendant Clerk I Custodian | 3 | \$15.45 – 21.03 |

CONFIDENTIAL TO THE BARGAINING PROCESS

| <u>TITLE</u> | <u>GRADE</u> | HOURLY PAY RANGE |
|---|--------------|------------------|
| Employee Relations Coordinator Human Resources Specialist | 9 | \$26.34 – 37.43 |
| Payroll Supervisor PREA Coordinator | 8 | \$24.41 – 34.66 |
| Executive Assistant Human Resources Generalist | 7 | \$22.59 – 30.81 |
| Investigations Clerk Administrative Investigator Accounting Clerk Finance Clerk | 6 | \$20.54 – 27.99 |
| Administrative Assistant | 5 | \$18.69 – 25.45 |

PROFESSIONAL/TECHNICAL

| TITLE | <u>GRADE</u> | HOURLY PAY RANGE |
|---|--------------|------------------|
| Electrician Supervisor | 11 | \$30.74 – 43.65 |
| Business & Communication Coordinator Chaplin Coordinator/Rehabilitation & Diversion | 10 | \$28.46 – 40.43 |
| Community Development Assistant Emergency Management Program Coordina Legal Administration Supervisor | 9 ator | \$26.34 – 37.43 |
| Accreditation Coordinator Safety Coordinator Facilities Supervisor Fleet Automotive Supervisor Maintenance Supervisor Technical Support Coordinator | 8 | \$24.41 – 34.66 |
| Electrician Victim Assistant | 7 | \$22.59 – 30.81 |
| Building Technician Legal Secretary | 6 | \$20.54 – 27.99 |
| Appraiser | 5 | \$18.69 – 25.45 |

SHERIFF'S OFFICE/JAIL BARGAINING UNIT F/Y 2020-21

| TITLE | <u>GRADE</u> | HOURLY PAY RANGE |
|--|--------------|------------------|
| Records Clerk Receptionist Clerk | N2 | \$19.38 – 22.03 |
| Complaint Officer | N3 | \$19.86 – 24.23 |
| Administrative Secretary Crime Analyst Education Technician | N4 | \$20.51 – 25.25 |
| Administrative Civil Deputy Civil Deputy | N5 | \$20.98 – 25.76 |
| Corrections Officer – Probation | 1 | \$19.98 |
| Corrections Officer I | 2 | \$20.78 – 25.12 |
| Corrections Officer II Lobby Receptionist-CO | 3 | \$21.27 – 25.64 |
| Property Officer Transportation Officer | 4 | \$21.90 – 26.66 |
| Community Program Officer Recreation Officer Staff Development Specialist Trustee Coordinator | 5 | \$22.38 – 27.18 |

LAW ENFORCEMENT TEAMSTER UNIT 2021

| IIILE | HOURLY PAY RANGE |
|------------|------------------|
| Deputy | \$24.43 - 30.00 |
| Detective | \$25.35 - 30.90 |
| Sergeant | \$31.40 – 35.50 |
| Lieutenant | \$34.40 - 38.44 |

COMMUNICATIONS BARGAINING UNIT 2020

| <u>IIILE</u> | <u>HOURLY PAY RANGE</u> | | |
|----------------------|-------------------------|--|--|
| | | | |
| Dispatcher | \$20.32 – 25.86 | | |
| Shift Supervisor | \$27.98 – 32.42 | | |
| Part-Time Dispatcher | \$20.32 – 25.86 | | |

JAIL SUPERVISORS TEAMSTER UNIT F/Y 2020-21

| <u>TITLE</u> | <u>HOURLY PAY RANGE</u> |
|---|-------------------------|
| Administrative Officer Food Service Manager | \$26.06 – 32.66 |
| Sergeant | \$26.61 – 29.75 |
| Lieutenant | \$30.77 – 35.75 |

JAIL COOKS TEAMSTER UNIT F/Y 2020-21

| <u>TITLE</u> | HOURLY PAY RANGE |
|--------------|-------------------------|
| Cook | \$19.00 – 24.86 |

ELECTED OFFICIALS

| IIILE | ANNUAL SALARY |
|----------------------|---------------|
| County Commissioners | \$11,544 |
| Judge of Probate | \$67,933 |
| Register of Probate | \$58,032 |
| Sheriff | \$114,358 |

| | | | 2020 | | 2021 | | | | | |
|---|--------|-----|------|------------------|------|------|-----------------|----|--|--|
| | Approv | /ed | | Grant & Contract | | oved | Grant & Contrac | | | |
| Job Title | FT | PT | FT | PT | FT | PT | FT | PT | | |
| EXECUTIVE | | | | | | | | | | |
| Administration | | | | | | | | | | |
| Commissioners | 5 | | | | 5 | | | | | |
| County Manager | 1 | | | | 1 | | | | | |
| Executive Assistant/Deputy Clerk | 1 | | | | 1 | | | | | |
| Assistant County Manager | | | | | | | | | | |
| DV Coordinator | | 1 | | | | 1 | | | | |
| Director of Public Affairs | 1 | | | | 1 | | | | | |
| Drug Free Grant | | | | | | | | | | |
| Drug Free Program Coordinator | | | | 1 | | | | 1 | | |
| Drug Free Project Coordinator | | | | 1 | | | | | | |
| CDBG | | | | | | | | | | |
| Community Development Coordinator | | | 1 | | | | 1 | | | |
| Community Development Assistant | | | 1 | | | | 1 | | | |
| | 8 | 1 | 2 | 2 | 8 | 1 | 2 | 1 | | |
| INFORMATION TECHNOLOGY | - | | | | - | | | | | |
| Information Technology Director | 1 | | | | 1 | | | | | |
| Network Administrator | 1 | | | | 1 | | | | | |
| Computer Specialist | 1 | | | | 1 | | | | | |
| Software Specialist | 2 | | | | 2 | | | | | |
| | 5 | | | | 5 | | | | | |
| U Berrane | | | | | | | | | | |
| Human Resources Human Resources Director | 1 | | | | | | | | | |
| Human Resources Specialist | 1 | | | | 1 | | | | | |
| Safety Coordinator | | 1 | | | 1 | | | | | |
| Human Resources Generalist | 1 | | | | 1 | | |] | | |
| Executive Assistant | 1 | | | | 1 | | | | | |
| Exceptive regulations | 4 | 1 | | | 5 | 0 | | | | |
| Finance Department | | | | | | | | | | |
| Deputy Manager, Fin & Admin | 1 | 1 | | | 1 | | | | | |
| Deputy Manager, Fin & Admin Deputy Finance Director | 1 | | | | 1 | | | | | |
| Payroll Supervisor | 1 | | | | 1 | | | | | |
| Finance Clerk | 2 | | | | 1 2 | | | | | |
| I IIIalice Cielk | 5 | | | | | | | | | |

| | | | 2020 | | 2021 | | | | |
|---|------|------|---------|----------|------|------|------|-----------|----------|
| | Appr | oved | Grant & | Contract | | Appr | oved | Grant & 0 | Contract |
| DISTRICT ATTORNEY | | | | | | | | | |
| Business & Communication Coordinator | 1 | | | | | 1 | | | |
| Executive Assistant | 1 | | | | | 1 | | | |
| Intern | | 6 | | | | | 6 | | |
| Paralegal | 1 | | | | | 1 | | | |
| Legal Administration Supervisor | 2 | | | | | 2 | | | |
| Receptionist | 2 | | | | | 2 | | | |
| Trial Assistant | 11 | | | | | 11 | | | |
| Victim Assistant | 5 | | | | | 5 | | | |
| Coord of Rehab & Diversion Program | 1 | | | | | 1 | | | |
| Restitution Clerk | | 1 | | | | | 1 | | |
| Diversion Clerk | 1 | | | | | 1 | | | |
| | 25 | 7 | | | | 25 | 7 | | |
| FACILITIES | | | | | | | | | |
| FACILITIES Facilities Manager | 1 | | | | | 1 | | | |
| Maintenance Supervisor | 1 | | - | | | 1 | | | |
| Facilities Supervisor | 1 | | | | | 1 | | | |
| Custodian Supervisor | 1 | | | | | 1 | | | |
| Custodian | 5 | | 3 | | | 5 | | 3 | |
| Electrician Supervisor | 1 | | , | | | 1 | | , | |
| Electrician | 2 | | | | | 2 | | | |
| Building Technican | 1 | | | | | 1 | | | |
| Maintenance Technician II | 4 | | 3 | | | 4 | | 3 | |
| Fleet Automotive Supervisor | 1 | | | | | 1 | | | |
| Fleet Automotive Technician | 1 | | | | | 1 | | | |
| Executive Assistant | 1 | | | | | 1 | | | |
| Asst. Director | 1 | | | | | 1 | | | |
| Parking Garage added to facilities 2015 | | | | | | | | | |
| Parking Garage Operator | 1 | | | | | 1 | | | |
| Parking Garage Attendant | | 1 | | | | | 1 | | |
| | 22 | 1 | | | | 22 | 1 | | |
| | | | | | | | | | |
| DEEDS | | | | | | | | | |
| Register of Deeds | 1 | | | | | 1 | | | |
| Deputy Register | 1 | | - | | | 1 | | | |
| Clerk II | 5 | | - | | | 5 | | | |
| Clerk II | 1 | | | | | 1 | | | |
| | 8 | | | | | 8 | | | |
| PROBATE | | | - | | | | | | |
| Register of Probate | 1 | | | | | 1 | | | |
| Deputy Register | 1 | | | | | 1 | | | |
| Clerk II | 3 | 1 | | | | 3 | 1 | | |
| Judge of Probate | 1 | | | | | 1 | | | |
| Legal Assistant | 1 | | | | | 1 | | | |
| | 7 | 1 | | | | 7 | 1 | | |
| | | | | | | | | | |

| | | 2020 | 2021 | | | | |
|---|----------|------------------|----------|------------------|--|--|--|
| | Approved | Grant & Contract | Approved | Grant & Contract | | | |
| EMERGENCY MANAGEMENT AGENCY | | | | | | | |
| EMA Director | 1 | | 1 | | | | |
| Deputy EMA Director | 1 | | 1 | | | | |
| Planner | 3 | | 3 | | | | |
| Program Coordinator | 1 | | 1 | | | | |
| LEPC Planner | 1 | | 1 | | | | |
| Finance Assistant | 1 | | 1 | | | | |
| | 7 1 | | 7 1 | | | | |
| SHERIFF | | | | | | | |
| | | | - | | | | |
| Administration/Support Services | | | | | | | |
| Sheriff Chief Populty | 1 | | 1 | | | | |
| Chief Deputy | 1 | | 1 | | | | |
| Administrative Investigator | 1 | | 1 | | | | |
| Inmate Communications Clerk | 1 | | | \vdash | | | |
| Executive Assistant | 1 2 | | 1 2 | | | | |
| Investigations Clerk | 2 | | 2 | | | | |
| Receptionist/Clerk | 1 | | 1 | | | | |
| Captain-Support Services | 1 | | 1 | | | | |
| Administration Compliance Coordinator | 1 | | 1 | | | | |
| Administrative Sergeant | 1 | | | \vdash | | | |
| Administrative Assistant | 12 0 | | 1 12 0 | | | | |
| | 12 0 | | 12 0 | | | | |
| Law Enforcement | | | | | | | |
| Captain - Law Enforcement | 2 | | 2 | | | | |
| Lieutenant | 3 | | 3 | | | | |
| Sergeant | 7 | | 7 | | | | |
| Deputy/Community Relations Officer | 22 | 15 3 | 22 | 15 3 | | | |
| Detective | 9 | | 9 | | | | |
| Complaint Officer | 1 | | 1 | | | | |
| Crime Analyst | 1 | | 1 | | | | |
| | 45 | 15 3 | 45 | 15 3 | | | |
| | | | | | | | |
| Civil Process | | | | | | | |
| Administrative Civil Deputy | 1 | | 1 | | | | |
| Civil Deputy | 4 | 0 | 4 | 0 | | | |
| | 4 | 0 | 4 | 0 | | | |
| Communications | | | | | | | |
| Communications Communications Director | 1 | | 1 | | | | |
| Deputy Communications Director | 1 | | 1 | | | | |
| Shift Supervisor | 6 | | 6 | | | | |
| Dispatcher | 29.5 5 | | 29.5 5 | | | | |
| Disparonei | 37.5 | | 37.5 | | | | |
| | 31.3 | | 31.3 | | | | |
| Regional Assessing | | | | | | | |
| Director of Regional Assessing | | 1 | | 1 | | | |
| Assistant Assessor | | 1 | | 1 | | | |
| Appraisor | | 2 | | 2 | | | |
| Administrative Assistant | | 1 | | 1 | | | |
| | | 5 | | 5 | | | |
| | <u> </u> | | | | | | |
| | | | | | | | |

| | 2019-2020 | | | | | | 2020-2021 | | | | | |
|---------------------------------------|-----------|----|--|--------|----|--|-----------|----|--|----|----|---|
| Jail | Propo | | | COMMIS | | | Propo | | | | | |
| Job Title | FT | PT | | FT | PT | | FT | PT | | FT | PT | |
| Jail Administrator | 1 | | | | | | 1 | | | | | |
| Capt Admin./Support | 1 | | | | | | 1 | | | | | - |
| Capt Security/Operations | 1 | | | | | | 1 | | | | | |
| Administrative Secretary | 1 | | | | | | 1 | | | | | |
| Administrative Officer | 1 | | | | | | 1 | | | | | |
| PREA Coordinator | 1 | | | | | | 1 | | | | | |
| Community Program Officer | 4 | | | | | | 4 | | | | | |
| Cook II | 5 | | | | | | 5 | | | | | |
| Corrections Officer | 128 | | | | | | 128 | | | | | |
| Education Technicians-Academic | 0 | | | 2 | | | 0 | | | 2 | | |
| Education Technicians-Vocationa | 1 0 | | | 2 | | | 0 | | | 2 | | |
| Executive Assistant | 1 | | | | | | 1 | | | | | |
| Food Service Manager | 1 | | | | | | 1 | | | | | |
| Lobby Receptionist - CO | 1 | | | | | | 1 | | | | | |
| Property Officer | 1 | | | | | | 1 | | | | | |
| Records Clerk | 2 | | | | | | 2 | | | | | |
| Recreation Officer | 1 | | | | | | 1 | | | | | |
| Sergeant | 16 | | | | | | 16 | | | | | |
| Staff Development Specialist | 1 | | | | | | 1 | | | | | |
| Transportation Officer | 9 | | | | | | 9 | | | | | |
| Trustee Coordinator | 1 | | | | | | 1 | | | | | |
| Lieutenant | 6 | | | | | | 6 | | | | | |
| Lieutenant Education | 1 | | | | | | 1 | | | | | |
| Librarian | | | | | 1 | | | | | | 1 | |
| Chaplin | 1 | | | | | | 1 | | | | | |
| | 185 | | | 4 | 1 | | 185 | | | 4 | 1 | |



Emergency Management

Matthew Mahar, Director

Wages for full & part time staff.

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

| REVENUES | 2018 Actual | | 20 | 19 Actual | 202 | 20 Budget | 2021 Budget | | |
|------------------|-------------|---------|----|-----------|-----|-----------|-------------|---------|--|
| EMA Allocation | \$ | 305,739 | \$ | 315,308 | \$ | 320,000 | \$ | 320,000 | |
| AT&T Tower Lease | \$ | 13,231 | \$ | 14,738 | \$ | 15,300 | \$ | 15,300 | |
| Total Revenues | \$ | 318,970 | \$ | 330,046 | \$ | 335,300 | \$ | 335,300 | |

| EXPENSES | 2018 Actual | | 20 | 19 Actual | 202 | 20 Budget | 2021 Budget | | |
|----------------|-------------|------------|----|-----------|-----|-----------|-------------|---------|--|
| Labor | \$ | 468,104 | \$ | 474,146 | \$ | 476,611 | \$ | 481,809 | |
| O&M | \$ | 52,352 | \$ | 44,192 | \$ | 69,806 | \$ | 62,396 | |
| Capital | \$ | \$ 100,698 | | 86,263 | \$ | 96,000 | \$ | 98,000 | |
| | | | | | | | | | |
| Total Expenses | \$ | 621,154 | \$ | 604,601 | \$ | 642,417 | \$ | 642,205 | |

| Net Cost \$ | , | 302,184 | \$ | 274,555 | \$ | 307,117 | \$ | 306,905 |
|-------------|---|---------|----|---------|----|---------|----|---------|
|-------------|---|---------|----|---------|----|---------|----|---------|

Budget Objectives

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

Grant Funding:

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

Personnel

| EMA Positions | Full Time | Grant | |
|---------------------|-----------|-------|--|
| EMA DIRECTOR | 1 | | |
| DEPUTY EMA DIRECTOR | 1 | | |
| PLANNER | 2 | | |
| PROGRAM CCORD | 1 | | |
| LEPC PLANNER | 1 | | |
| FINANCE ASSISTANT | | 1 | |
| | 6 | 1 | |

| 11-101 | 01 DEPARTMENT: EMERGENCY MANAGEMENT AGENCY ACTIVITY CENTER: EMERGENCY MANAGEMENT | | | | | | | | | | |
|--------|--|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|--|--|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET | | |
| | | | | | ,, | | | | | | |
| | PERSONNEL SERVICES | | _ | & part time sta | | | | | | | |
| 5120 | Wages & Salaries (FT) | 348,883 | 349,538 | 346,531 | 348,785 | 348,469 | 348,469 | 348,469 | 351,919 | | |
| 5404 | | 705 | 0.4 | 20,000 | | 20,000 | 20,000 | 20,000 | 20,000 | | |
| 5401 | Overtime | 725 | 94 | 1,000 | - | 1,000 | 1,000 | 1,000 | 1,000 | | |
| 5500 | Benefits | 118,496 | 124,514 | 109,080 | 106,109 | 108,896 | 108,896 | 108,896 | 108,890 | | |
| | TOTAL PERSONNEL SERVICES | 468,104 | 474,146 | 476,611 | 454,895 | 478,365 | 478,365 | 478,365 | 481,809 | | |
| | | , | · | , | , | , | , | , | , | | |
| | OPERATIONS AND MAINTENANCE | | | | | | | | | | |
| 6130 | Transportation & Lodging | 12,359 | 5,288 | 6,000 | 3,978 | 4,500 | 4,500 | 4,500 | 4,500 | | |
| 6131 | Gasoline | 214 | 442 | 1,000 | 1,161 | 800 | 800 | 800 | 800 | | |
| 6231 | Base Radio Repair | 89 | | 500 | - | 750 | 750 | 750 | 750 | | |
| 6232 | Mobile Radio Repair | 399 | | 500 | - | 750 | 750 | 750 | 750 | | |
| 6400 | Insurance- Building & Contents | 2,302 | 2,312 | 4,014 | 2,513 | 4,014 | 4,014 | 4,014 | 4,014 | | |
| 6401 | Insurance- Liability | 5,029 | 5,051 | 8,770 | 5,490 | 8,770 | 8,770 | 8,770 | 8,770 | | |
| 6404 | Insurance- Radio Equipment | 454 | 456 | 792 | 496 | 792 | 792 | 792 | 792 | | |
| 6500 | Office Supplies | 1,855 | 2,113 | 1,500 | 1,857 | 1,500 | 1,500 | 1,500 | 1,500 | | |
| 6501 | Training Supplies | 480 | 745 | 750 | 190 | 1,000 | 1,000 | 1,000 | 1,000 | | |
| 6505 | Printing & Engraving | | 330 | 2,360 | 3,023 | 2,000 | 2,000 | 2,000 | 2,000 | | |
| 6506 | Postal Expenses | 1,768 | 1,945 | 2,000 | 1,668 | 1,000 | 1,000 | 1,000 | 1,000 | | |
| 6507 | Advertising | 167 | | - | - | - | - | - | - | | |
| 6508 | Dues | 50 | 100 | 500 | 700 | 500 | 500 | 500 | 500 | | |
| 6509 | Books, Periodicals, & Subscriptions | 189 | 201 | 200 | 216 | 200 | 200 | 200 | 200 | | |
| 6512 | Training, Education, & Seminars | 2,067 | | 4,800 | 993 | 4,000 | 4,000 | 4,000 | 4,000 | | |
| 6513 | Leases & Service Agreements | 5,181 | 4,802 | 9,000 | 1,614 | 5,000 | 5,000 | 5,000 | 5,000 | | |
| 6800 | Telephone & Communication | 6,189 | 6,022 | 8,000 | 7,866 | 8,000 | 8,000 | 8,000 | 8,000 | | |
| 6801 | Electricity Utility | 4,031 | 3,826 | 8,000 | 7,311 | 8,000 | 8,000 | 8,000 | 8,000 | | |
| 6802 | Gas Utility | 2,873 | 2,954 | 4,500 | 4,472 | 4,500 | 4,500 | 4,500 | 4,500 | | |
| 6803 | Water Utility | 647 | 584 | 720 | 704 | 720 | 720 | 720 | 720 | | |

EMERGENCY MANAGEMENT AGENCY

| | | 2017 | 2018 | 2020 ADOPTED | 2019 ACTUAL | 2021 BUDGET | 2021 | 2021 FC | 2021 FINAL |
|--------|----------------------------------|---------|---------|-----------------|----------------|----------------|---------|---------|------------|
| ACCT # | ACCOUNT DESCRIPTION | ACTUAL | ACTUAL | BUDGET | EXPENSE | REQUEST | PRELIM | BUDGET | BUDGET |
| 6806 | Fuel Oil | 910 | 1,000 | - | - | - | - | - | - |
| 6903 | Food & Groceries | 3,280 | 2,382 | 2,100 | 2,149 | 1,800 | 1,800 | 1,800 | 1,800 |
| 6904 | Institutional Supplies | 187 | 305 | 400 | 994 | 400 | 400 | 400 | 400 |
| 6913 | Safety Equipment | 1,221 | 2,951 | 3,000 | 3,045 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6914 | Non-Food Items Purchases | 411 | 385 | 400 | 584 | 400 | 400 | 400 | 400 |
| 6950 | Other | | | | | | | | |
| | TOTAL O&M | 52,352 | 44,192 | 69,806 | 51,022 | 62,396 | 62,396 | 62,396 | 62,396 |
| | CAPITAL OUTLAY | | | | | | | | |
| 71701 | Homeland Security HazMat/WMD CIP | 85,366 | 96,464 | 95,000 | 88,421 | 95,000 | 95,000 | 95,000 | 95,000 |
| | Office Equipment | 897 | 1,746 | 3,000 | 1,766 | 3,000 | 3,000 | 3,000 | 3,000 |
| 7355 | Computer Hardware | | | - | - | - | - | - | - |
| | TOTAL CAPITAL OUTLAY | 86,263 | 98,210 | 98,000 | 90,187 | 98,000 | 98,000 | 98,000 | 98,000 |
| | TOTAL DEPARTMENT | 606,719 | 616,548 | 644,417 | 596,103 | 638,761 | 638,761 | 638,761 | 642,205 |
| | | | | | | (5,656) | (5,656) | (5,656) | (2,212) |

| 11-101 | DEPARTMENT: EMERGENCY MANAGEME | NT AGENCY | • | | ACTIVITY CENTER: EMERGENCY MANAGEMENT | | | |
|-----------|--|---------------------------|------------------------|---------------------------|--|----------------|-------------------|----------------------|
| ACCT # | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL SERVICES | | | | | | | |
| 5120 | Wages & Salaries (FT) | 346,531 | 348,785 | 348,469 | Wages for full & part time staff. | 348,469 | 348,469 | 351,919 |
| | Wages & Salaries (PT) | 20,000 | | 20,000 | Interns | 20,000 | 20,000 | 20,000 |
| 5401 | Overtime | 1,000 | | 1,000 | | 1,000 | 1,000 | 1,000 |
| 5510 | Health Insurance | 54,305 | 48,846 | 55,389 | | 55,389 | 55,389 | 55,119 |
| 5520 | Retirement | 15,825 | 18,574 | 19,410 | | 19,410 | 19,410 | 19,410 |
| 5530 | Social Security | 28,678 | 30,237 | 26,734 | | 26,734 | 26,734 | 26,998 |
| 5540 | Workers Comp | 1,315 | 1,051 | 1,315 | | 1,315 | 1,315 | 1,315 |
| 5560 | Deferred Comp | 8,957 | 7,402 | 6,048 | | 6,048 | 6,048 | 6,048 |
| | | | | | | | | |
| 5500 | Total Employee Benefits | 109,080 | 106,109 | 108,896 | Taxes and benefits for departmental employees. | 108,896 | 108,896 | 108,890 |
| | TOTAL PERSONNEL SERVICES | 476,611 | 454,895 | 478,365 | TOTAL | 478,365 | 478,365 | 481,809 |
| 6130 | OPERATIONS AND MAINTENANCE Transportation & Lodging | 6,000 | 3,978 | 4,500 | Travel to meetings with State & Federal officials, town managers & selectman, training and exercise programs and project inspections. Hazard Mitigation meetings and IMAT Communications work. | 4,500 | 4,500 | 4,500 |
| 6131 | Gasoline | 1,000 | 1,161 | 800 | Fuel for CCEMA vehicles. | 800 | 800 | 800 |
| 6231 | Base Radio Repair | 500 | | 750 | Base radio amount for repair expenses. | 750 | 750 | 750 |
| 6232 | Mobile Radio Repair | 500 | | 750 | Mobile radio repair expenses. | 750 | 750 | 750 |
| 6400 | Insurance- Building & Contents | 4,014 | 2,513 | 4,014 | Agency share of insurance costs. | 4,014 | 4,014 | 4,014 |
| 6401 | Insurance- Liability | 8,770 | 5,490 | 8,770 | Agency share of insurance costs. | 8,770 | 8,770 | 8,770 |
| 6404 | Insurance- Radio Equipment | 792 | 496 | 792 | Insurance on EMA radio equipment. | 792 | 792 | 792 |

COUNTY OF CUMBERLAND

| ACCT | | 2020 ADOPTED | 2019 ACTUAL | 2021 BUDGET | | 2021 | 2021 FC | 2021 FINAL |
|------|-------------------------------------|-----------------|-------------|----------------|---|--------|---------|------------|
| # | ACCOUNT DESCRIPTION | BUDGET | EXPENSE | REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | PRELIM | BUDGET | BUDGET |
| 6500 | Office Supplies | 1,500 | 1,857 | 1,500 | General consumable office supplies. | 1,500 | 1,500 | 1,500 |
| 6501 | Training Supplies | 750 | 190 | 1,000 | Supplies, equipment, and programs used to provide community classes. | 1,000 | 1,000 | 1,000 |
| 6505 | Printing & Engraving | 2,360 | 3,023 | 2,000 | business cards, and print/copy costs/toner | 2,000 | 2,000 | 2,000 |
| 6506 | Postal Expenses | 2,000 | 1,668 | 1,000 | Postage costs for mailing correspondence/reports. | 1,000 | 1,000 | 1,000 |
| 6507 | Advertising | | | - | | - | - | - |
| 6508 | Dues | 500 | 700 | 500 | IAEM Dues/professionala dues. | 500 | 500 | 500 |
| 6509 | Books, Periodicals, & Subscriptions | 200 | 216 | 200 | Professional Journals/books. | 200 | 200 | 200 |
| 6512 | Training, Education, & Seminars | 4,800 | 993 | 4,000 | Training classes not offered free by the Maine Emergency Management Agency. | 4,000 | 4,000 | 4,000 |
| 6513 | Leases & Service Agreements | 9,000 | 1,614 | 5,000 | Copier/Scanner/Fax Lease lease and straming internet news FATPOT (Formerly in IT) \$7600 was not paid from our account in FY20. | 5,000 | 5,000 | 5,000 |
| 6800 | Telephone & Communication | 8,000 | 7,866 | 8,000 | Long distance fees, TWC roadrunner service, AT&T Mobile phones and Wi-Fi /Hotspot booster, Seacoast Security for Quarterly Testing. | 8,000 | 8,000 | 8,000 |
| 6801 | Electricity Utility | 8,000 | 7,311 | 8,000 | Power for EMA bunker. | 8,000 | 8,000 | 8,000 |
| 6802 | Gas Utility | 4,500 | 4,472 | 4,500 | Natural gas. | 4,500 | 4,500 | 4,500 |
| 6803 | Water Utility | 720 | 704 | 720 | Water fees for EMA bunker | 720 | 720 | 720 |
| 6806 | Fuel Oil | | | - | | - | - | - |

EMERGENCY MANAGEMENT AGENCY

COUNTY OF CUMBERLAND

| ACCT # | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-----------|----------------------------------|---------------------------|------------------------|---------------------------|--|----------------|-------------------|----------------------|
| 6903 | Food & Groceries | 2,100 | 2,149 | 1,800 | Operational & emergency food and supplies. | 1,800 | 1,800 | 1,800 |
| 6904 | Institutional Supplies | 400 | 994 | 400 | Operational & emergency supplies such as air mattresses, coffee pots, & blankets. | 400 | 400 | 400 |
| 6913 | Safety Equipment | 3,000 | 3,045 | | MRE's for 15 people x 3mealsx 3 days Replacement and maintenance for emergency management equipment; EPI & handouts. | 3,000 | 3,000 | 3,000 |
| 6914 | Non-Food Items Purchases | 400 | 584 | 400 | Other EMA supplies. | 400 | 400 | 400 |
| | TOTAL O&M | 69,806 | 51,022 | 62,396 | TOTA | 62,396 | 62,396 | 62,396 |
| | CAPITAL OUTLAY | | | | | | | |
| 7111 | Homeland Security HazMat/WMD CIP | 95,000 | 88,421 | 95,000 | | 95,000 | 95,000 | 95,000 |
| 7350 | Office Equipment | 3,000 | 1,766 | 3,000 | | 3,000 | 3,000 | 3,000 |
| 7355 | Computer Hardware | | | | | - | | |
| | | - | - | _ | | - | - | - |
| | TOTAL CAPITAL OUTLAY | 98,000 | 90,187 | 98,000 | TOTA | 98,000 | 98,000 | 98,000 |
| | TOTAL EMA | 644,417 | 596,103 | 638,761 | ТОТА | _ 638,761 | 638,761 | 642,205 |
| | | | | (5,656) | | (5,656) | (5,656) | (2,212) |

-0.9%

-0.9%

-0.9%

-0.3%



Wages for full & part time staff.

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

REVENUES EXPENSES 2021

| | 2017 Actual | 2018 Actual | 2019 Actual | 2021 Budget | Lal | abor | O&M | Capital | TOTAL |
|----|-------------|-------------|-------------|-------------|------|---------|---------|---------|-------|
| DA | \$ 184,604 | \$ 177,800 | \$ 166,107 | \$ 165,000 | 1,93 | 934,444 | 233,726 | #REF! | #REF! |

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

Budget Objectives

Personnel

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

| 11-102 | DEPARTMENT: DISTRICT ATTORNEY | | | | | | | | |
|--------|--|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | | | | | | | | | |
| | PERSONNEL SERVICES | | Wages for full | & part time sta | aff. | | | | |
| 5120 | Wages & Salaries (FT) | 1,116,820 | 1,135,504 | 1,265,928 | 1,200,905 | 1,284,621 | 1,284,621 | 1,284,621 | 1,297,340 |
| 5205 | Wages & Salaries (PT) | - | 11,504 | - | - | | - | - | - |
| 5210 | Seasonal/Temporary/Intern | 60,856 | 64,379 | 82,300 | 68,363 | 82,300 | 82,300 | 82,300 | 82,300 |
| 3500 | Employee Benefits & Taxes | 460,353 | 474,057 | 521,826 | 487,572 | 555,590 | 555,590 | 555,590 | 554,804 |
| | TOTAL PERSONNEL SERVICES | 1,638,028 | 1,685,444 | 1,870,054 | 1,756,840 | 1,922,511 | 1,922,511 | 1,922,511 | 1,934,444 |
| | OPERATIONS AND MAINTENANCE | | | | | | | | |
| 6130 | Transportation & Lodging | 24,619 | 16,053 | 23,000 | 27,603 | 28,000 | 28,000 | 28,000 | 28,000 |
| 6301 | Professional Services | 91 | 1,500 | 1,500 | 1,912 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6305 | Stenographer-Transcripts | 6,333 | 1,500 | 4,000 | 1,912 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6307 | Witness Fees & Expenses - DA | 4,029 | 2,699 | 6,000 | 4,076 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6308 | Witness Fees & Expenses - AG | - | 8,160 | 1,000 | 3,341 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6309 | Laboratory Tests | - | 985 | 250 | - | 250 | 250 | 250 | 250 |
| 6400 | Insurance - Building & Contents (Bath) | 1,602 | 1,609 | 1,819 | 1,742 | 1,750 | 1,750 | 1,750 | 1,750 |
| 6401 | Insurance- Liability | 5,129 | 5,159 | 7,226 | 7,166 | 7,226 | 7,226 | 7,226 | 7,226 |
| 6500 | Office Supplies | 18,599 | 13,020 | 13,000 | 12,031 | 13,000 | 13,000 | 13,000 | 13,000 |
| 6505 | Printing and Engraving | 4,495 | 9,211 | 12,000 | 12,352 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6506 | Postal Expenses | 5,956 | 4,459 | 6,000 | 4,633 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6507 | Advertising | 664 | 815 | 1,000 | 415 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6508 | Dues | 25,904 | 25,032 | 7,500 | 7,479 | 7,500 | 7,500 | 7,500 | 7,500 |
| | Restorative Justice | | | 20,000 | | 20,000 | 20,000 | 20,000 | 20,000 |
| 6509 | Books, Periodicals, & Subscriptions | 19,330 | 23,733 | 20,500 | 21,417 | 20,500 | 20,500 | 20,500 | 20,500 |
| 6511 | Equipment Rental | 12,741 | 12,336 | 2,500 | 5,294 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6512 | Training, Education, & Seminars | 3,925 | 14,030 | 14,000 | 12,573 | 14,000 | 14,000 | 14,000 | 14,000 |
| 6513 | Leases & Service Agreements | 50,274 | 52,592 | 75,000 | 73,499 | 76,000 | 76,000 | 76,000 | 76,000 |
| 6800 | Telephone & Communication | 11,362 | 12,958 | 12,500 | 13,107 | 13,000 | 13,000 | 13,000 | 13,000 |
| | TOTAL O&M | 195,053 | 205,850 | 228,795 | 210,549 | 233,726 | 233,726 | 233,726 | 233,726 |
| | | | | | | | | | l |

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|--------------|--|--------------------|----------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| 7325 7355 | CAPITAL OUTLAY Furniture & Fixtures Computer Hardware TOTAL CAPITAL OUTLAY | 1,368 1,368 | 1,007 | 1,500 #REF! #REF! | 1,820 #REF! #REF! | 1,500 #REF! #REF! | 1,500 #REF! #REF! | 1,500 #REF! #REF! | 1,500 #REF! #REF! |
| | TOTAL DEPARTMENT | 1,834,449 | 1,892,300 | #REF! | #REF! | #REF! | #REF! | #REF! | #REF! |

#REF!

#REF!

#REF!

#REF!

DISTRICT ATTORNEY

COUNTY OF CUMBERLAND

| 11-102 | DEPARTMENT: DISTRICT ATTORNEY | | | | | | | |
|--------|-------------------------------|---------------------------|---------------------------|---------------------------|--|----------------|-------------------|----------------------|
| ACCT # | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL SERVICES | | | | | | | |
| 5120 | Wages & Salaries (FT) | 1,233,537 | 1,200,905 | 1,284,621 | Wages for full & part time staff. | 1,284,621 | 1,284,621 | 1,297,340 |
| | | 24,891 | | | Add Human Trafficking Victim Witness Assistant | | | |
| 5205 | Wages & Salaries (PT) | | | | | | | |
| | | - | | | | | | |
| | | 7,500 | | | | | | |
| 5401 | Overtime | | | | | | | |
| | | 14,300 | | | Additional Intern | | | |
| 5210 | Seasonal/Temporary/Intern | 68,000 | 68,363 | 82,300 | Wages for Interns-Largest block of Intern time | 82,300 | 82,300 | 82,300 |
| | | | | | and other temporary positions | | | |
| 5510 | Health Insurance | 339,990 | 315,493 | 360,772 | | 360,772 | 360,772 | 359,012 |
| 5520 | Retirement | 63,681 | 64,730 | 71,960 | | 71,960 | 71,960 | 71,960 |
| 5530 | Social Security | 102,566 | 95,697 | 104,569 | | 104,569 | 104,569 | 105,542 |
| 5540 | Workers Comp | 4,684 | 3,743 | 4,684 | | 4,684 | 4,684 | 4,684 |
| 5560 | Deferred Comp | 10,905 | 7,909 | 13,605 | | 13,605 | 13,605 | 13,605 |
| 5500 | Employee Benefits & Taxes | 521,826 | 487,572 | 555,590 | Taxes and benefits for departmental employees. | 555,590 | 555,590 | 554,804 |
| | TOTAL PERSONNEL SERVICES | 1,870,054 | 1,756,840 | 1,922,511 | 2.8% TOTAL | 1,922,511 | 1,922,511 | 1,934,444 |
| | OPERATIONS AND MAINTENANCE | | | | | | | |
| 6130 | Transportation & Lodging | 23,000 | 27,603 | 28,000 | Departmental travel expenses including those incurred by providing service to satellite courts. Transportation to lodging for and meal expenses at conferences. Transportation costs associated with traveling to meetings with State agencies. | 28,000 | 28,000 | 28,000 |
| 6301 | Professional Services | 1,500 | 1,912 | 1,500 | Auditor expense - extradition/restitution accounts | 1,500 | 1,500 | 1,500 |
| 6305 | Stenographer- Transcripts | 4,000 | 4,076 | 4,000 | Court transcripts required for case preparation and appeals. | 4,000 | 4,000 | 4,000 |
| 6307 | Witness Fees & Expenses- DA | 6,000 | 3,341 | 5,000 | Allocation for legislative requirement. | 5,000 | 5,000 | 5,000 |

DISTRICT ATTORNEY

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-------------------------------------|---------------------------|---------------------------|---------------------------|--|----------------|-------------------|----------------------|
| 6308 | Witness Fees & Expenses- AG | 1,000 | | 1,000 | Allocation for legislative requirement. | 1,000 | 1,000 | 1,000 |
| 6309 | Laboratory Tests | 250 | | 250 | State legislated requirement for medical testing fees for victims of crime | 250 | 250 | 250 |
| 6400 | Insurance - Building & Contents | 1,819 | 1,742 | 1,750 | | 1,750 | 1,750 | 1,750 |
| 6401 | Insurance Liability | 7,226 | 7,166 | 7,226 | Liability insurance - increased rates from \$\$87.74/atty to \$171.20/atty <+1752.60> | 7,226 | 7,226 | 7,226 |
| 6500 | Office Supplies | 13,000 | 12,031 | 13,000 | Departmental office supplies | 13,000 | 13,000 | 13,000 |
| 6505 | Printing and Engraving | 12,000 | 12,352 | 12,000 | Case Folders, letterhead, envelopes Toner Cartridges (From IT) | 12,000 | 12,000 | 12,000 |
| 6506 | Postal Expenses | 6,000 | 4,633 | 6,000 | Mail costs associated with the prosecution of criminal cases and statewide business | 6,000 | 6,000 | 6,000 |
| 6507 | Advertising | 1,000 | 415 | 1,000 | Job Placement ads / PIO materials | 1,000 | 1,000 | 1,000 |
| 6508 | Dues | 7,500 | 7,479 | 7,500 | Board of Bar Overseers. (21 memberships) National District Attorney's Association. (1 DA membership) National District Attorney Assoc. (5 associate memberships) Maine Prosecutor's Association membership. Victim Advocate's Association. (5) | 7,500 | 7,500 | 7,500 |
| 6516 | Restorative practices/diversionary | 20,000 | | 20,000 | Contract Restorative justice liaison and restorative justice practice expenses to increase victim involvement in the criminal justice system and decrease defendant recidivism | 20,000 | 20,000 | 20,000 |
| 6509 | Books, Periodicals, & Subscriptions | 20,500 | 21,417 | 20,500 | Yearly Expenses for statute updates, reference | 20,500 | 20,500 | 20,500 |

DISTRICT ATTORNEY

| ACCT # | ACCOLINIT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM DUDGET DEGLIEST ILISTICICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|--------|---------------------------------|---------------------------|---------------------------|---------------------------|---|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | BUDGET | EXPENSE | REQUEST | books and subscriptions for additional attorneys- projected savings by reductions in subscriptions | PRELIIVI | BUDGET | BUDGET |
| 6511 | Equipment Rental | 2,500 | 5,294 | 2,000 | Stoneybrook water service /Ricoh WB copier expense other rented equipt | 2,000 | 2,000 | 2,000 |
| 6512 | Training, Education, & Seminars | 14,000 | 12,573 | 14,000 | Maine Prosecutor's Conference Registration. Staff training Seminars management training ADA CLE Seminars Extradition training Nat'l center for prosecution of DV training National District Attorney Assoc. Board Meetings and Training Conference Tyler Technologies training Conference | 14,000 | 14,000 | 14,000 |
| 6513 | Leases & Service Agreements | 75,000 | 73,499 | 76,000 | Connected Office copiers(\$754/mth) MEDATs:Justware database upgrade and template mgt services, educ and training (>\$12,050) Maintenance Costs for JustWare database + 10 mths %5 increase (<\$12,201) Confidential Destruction (\$1000/yr) Reconnect Service for diversion program (\$2000) | 76,000 | 76,000 | 76,000 |
| 6800 | Telephone & Communication | 12,500 | 13,107 | 13,000 | Telephone Service expenses Wireless Service language Translation Line Connection to state Metro line (\$1444/yr) Remote internet access | 13,000 | 13,000 | 13,000 |
| | TOTAL O&M | 228,795 | 208,638 | 233,726 | ТОТА | 233,726 | 233,726 | 233,726 |
| | CAPITAL OUTLAY | | | | | | | |

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-----------------------------|---------------------------|---------------------------|---------------------------|---|----------------|-------------------|----------------------|
| 7325 | Furniture & Fixtures | 1,500 | 1,820 | - | To replace chairs & furniture & furnishings as they break and add ergonomic fixtures as needed. | 1,500 | 1,500 | 1,500 |
| 7400 | Capital Improvement Program | | | | | | | |
| | TOTAL CAPITAL OUTLAY | 1,500 | 1,820 | 1,500 | TOTAL | 1,500 | 1,500 | 1,500 |
| | TOTAL DISTRICT ATTORNEY | 2,100,349 | 1,967,297 | 2,157,737 | TOTAL | 2,157,737 | 2,157,737 | 2,169,670 |
| | | | | 57,388 | | 57,388 | 57,388 | 69,321 |
| | | | | 2.7% | | 2.7% | 2.7% | 3.3% |



Wages for full & part time staff.

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

| EXPENSES | | 2021 | |
|----------|---------|---------|---------|
| Labor | O&M | Capital | TOTAL |
| 569,469 | 167,200 | | 736,669 |

Grant & Enterprise Funding:

See last page of this section for data on the

Grant funded activities of this department

| BUDGET OBJECTIVES | Personnel | REGULAR | | GRANT & CON | TRACT |
|--|----------------------------|-----------|-----------|-------------|-----------|
| | | Full Time | Part Time | Full Time | Part Time |
| Provide leadership and general administration of the county | COUNTY MANAGER | 1 | | | |
| Provide administrative assistance to County Manager and Asst. Manager, Dir. Of Public Affairs, provide nformation for County to constiuents | EXECUTIVE ADMIN | 1 | | | |
| Coordinate Domestic Violence Intervention Program | DV COORDINATOR | 0 | 1 | | |
| Lead and coordinate several county strategic initiatives for more cost efficient, effective delivery of public services on a regional or county wide basis, such as services on a regional or county wide basis. | DIRECTOR OF PUBLIC AFFAIRS | 1 | 0 | | |
| Casco Bay CAN reduce alcohol and drugs in schools, from grant money, as the leader of the program. | DRUG FREE PROGRAM COORD | | | 1 | |
| Community Development Block Grant coordinator responsible for distribtuion of over 1.4 million dollars in Federal CDBG funding to County communities | CDBG DEVELOPMENT DIRECTOR | | | 1 | |
| Assistant to CDBG Coordinator assisting with grant follow through and commitments, also part time with S. Portland CDBG program | CDBG DEVELOPMENT COORD | | | 1 | |
| Set County policy and provide guidance to County Manager | COMMISSIONERS | 5 | | | |
| | | 8 | 1 | 3 | 1 |

| 11-103 DEPARTMENT: EXECUTIVE ACTIVITY CENTER: ADMINISTRATION 2020 2019 2021 | | | | | | | | | |
|--|---|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL SERVICES | | | | | | | | |
| 5120-01 | Wages & Salaries (FT) | 286,907 | 299,877 | 326,773 | 288,989 | 336,246 | 336,246 | 336,246 | 339,575 |
| 5205-01 | Wages & Salaries (PT) | - | 74,772 | 62,417 | 93,262 | 54,413 | 54,413 | 54,413 | 54,413 |
| 5401-01 | Overtime | 5,045 | 3,127 | 1,000 | 513 | 1,000 | 1,000 | 1,000 | 1,000 |
| 5500-01 | Employee Benefits & Taxes | 160,645 | 170,013 | 169,046 | 166,953 | 174,750 | 174,750 | 174,750 | 174,481 |
| | TOTAL PERSONNEL SERVICES OPERATIONS & MAINTENANCE | 452,597 | 547,788 | 559,236 | 549,717 | 566,409 | 566,409 | 566,409 | 569,469 |
| 6130-01 | Transportation & Lodging | 27,225 | 10,409 | 20,000 | 16,274 | 20,000 | 20,000 | 20,000 | 20,000 |
| | Professional Services | 34,819 | 34,460 | 45,000 | 29,792 | 45,000 | 45,000 | 45,000 | 45,000 |
| 6302-01 | Legal Services | 56,707 | 14,508 | 28,000 | 12,816 | 28,000 | 28,000 | 28,000 | 28,000 |
| | Building & Contents Insurance | 3,064 | 3,077 | 5,350 | 3,330 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6407-01 | Surety Bond Premiums | 2,587 | 2,598 | 4,200 | 2,812 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6500-01 | Office Supplies | 8,232 | 4,429 | 5,500 | 1,873 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6505-01 | Printing & Engraving | 1,491 | 512 | 1,200 | 800 | 1,200 | 1,200 | 1,200 | 1,200 |
| 6506-01 | Postal Expenses | 463 | 2,024 | 3,000 | 3,652 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6507-01 | Advertising | 706 | 1,233 | - | 14 | 500 | 500 | 500 | 500 |
| 6508-01 | Dues | 27,455 | 22,718 | 38,500 | 28,511 | 38,500 | 38,500 | 38,500 | 38,500 |
| 6509-01 | Books periodicals, subs | 665 | 33 | 500 | 19 | 500 | 500 | 500 | 500 |
| 6512-01 | Training, Education, & Seminars | 12,016 | 2,249 | 8,000 | 1,501 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6513-01 | Leases & Service Agreements | 11,505 | 11,178 | 8,500 | 4,803 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6609-01 | Equipment Repair | - | - | - | - | - | - | - | - |
| 6800-01 | Telephone & Communication | 4,149 | 2,896 | 5,000 | 3,289 | 5,000 | 5,000 | 5,000 | 5,000 |
| | TOTAL O&M | 191,084 | 112,321 | 172,750 | 109,487 | 167,200 | 167,200 | 167,200 | 167,200 |
| | CAPITAL OUTLAY | | | | | | | | |
| 7361-01 | Occupational Health & Safety Equip | | | | | | | | |
| | TOTAL CAPITAL OUTLAY | _ | - | _ | _ | - | _ | _ | _ |
| | TOTAL ACTIVITY CENTER | 643,681 | 660,109 | 731,986 | 659,204 | 733,609 | 733,609 | 733,609 | 736,669 |
| | | | • | | <u> </u> | 1,623 | 1,623 | 1,623 | 4,683 |
| | | | | | | 0.2% | 0.2% | 0.2% | 0.6% |

EXEC-ADMINISTRATION

| 11-103 | DEPARTMENT: EXECUTIVE | | | | ACTIVITY CENTER: ADMINISTRATION | | | | |
|---------|--|---------------------------|---------------------------|---------------------------|--|-------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL | | | | Wages for full & part time staff. | | | | |
| 5120-01 | Wages & Salaries (FT) | 326,773 | 288,989 | | Wages for full-time departmental staff. | | 336,246 | 336,246 | 339,575 |
| 5401-01 | Overtime/Taping | 1,000 | 513 | 1,000 | Adjusted to actual | | 1,000 | 1,000 | 1,000 |
| 5205-01 | Wages & Salaries (PT) | 62,417 | 93,262 | 54,413 | DV & Special projects | | 54,413 | 54,413 | 54,413 |
| 5510 | Health Insurance | 105,380 | 102,020 | 107,226 | | | 107,226 | 107,226 | 106,703 |
| 5520 | Retirement | 15,087 | 14,769 | 15,708 | | | 15,708 | 15,708 | 15,708 |
| 5530 | Social Security | 29,850 | 29,612 | 29,885 | | | 29,885 | 29,885 | 30,140 |
| 5540 | Workers Comp | 1,861 | 1,487 | 1,861 | | | 1,861 | 1,861 | 1,861 |
| 5560 | Deferred Comp | 16,868 | 19,063 | 20,070 | | | 20,070 | 20,070 | 20,070 |
| 5500-01 | Employee Benefits & Taxes | 169,046 | 166,953 | 174,750 | Benefits and taxes for departmental employees. | | 174,750 | 174,750 | 174,481 |
| | TOTAL PERSONNEL SERVICES | 559,236 | 549,717 | 566,409 | | TOTAL | 566,409 | 566,409 | 569,469 |
| 6130-01 | OPERATIONS & MAINTENANCE Transportation & Lodging | 20,000 | 16,274 | • | Transportation and costs associated with traveling to meetings with county and municipal officials, as well as to testify at legislative hearings and participate in conferences | | 20,000 | 20,000 | 20,000 |
| 6301-01 | Professional Services | 45,000 | 29,792 | 45,000 | Services needed for general operation of county services. | | 45,000 | 45,000 | 45,000 |
| 6302-01 | Legal Services | 28,000 | 12,816 | | Legal fees associated with consultation and pending law suits and arbitrations | | 28,000 | 28,000 | 28,000 |
| 6400-01 | Building & Content Insurance | 5,350 | 3,330 | 4,500 | Departmental share of insurance premium. | | 4,500 | 4,500 | 4,500 |
| 6407-01 | Surety Bond Premiums | 4,200 | 2,812 | 3,500 | Bond obtained through MCCA. | | 3,500 | 3,500 | 3,500 |
| 6500-01 | Office Supplies | 5,500 | 1,873 | 5,000 | Departmental office supply costs. | | 5,000 | 5,000 | 5,000 |
| 6505-01 | Printing & Engraving | 1,200 | 800 | | General printing costs to include county budget, annual report, budget | | 1,200 | 1,200 | 1,200 |

COUNTY OF CUMBERLAND

| | | 2020 | 2019 | 2021 | | | | | |
|---------|---------------------------------|-------------------|----------------|-------------------|--|-----------|----------------|-------------------|----------------------|
| ACCT # | ACCOUNT DESCRIPTION | ADOPTED BUDGET | ACTUAL EXPENSE | BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| 6506-01 | Postal Expenses | 3,000 | 3,652 | | Departmental postage costs. | | 3,500 | 3,500 | 3,500 |
| | | | | | | | | | |
| 6507-01 | Advertising | | 14 | 500 | Legal notices and job postings in area newspapers. | | 500 | 500 | 500 |
| 6508-01 | Dues | 38,500 | 28,511 | 38,500 | Professional Memberships | | 38,500 | 38,500 | 38,500 |
| | | | | | International City/County Managers Assoc. | \$ 1,300 | | | |
| | | | | | Maine Municipal Association. | \$ 600 | | | |
| | | | | | NACO Association | \$ 5,633 | | | |
| | | | | | Maine County Commissioners Association. | \$ 19,800 | | | |
| | | | | | Maine County Administrators Association. | \$ 100 | | | |
| | | | | | Local/regional Chamber of Commerce | \$ 800 | | | |
| | | | | | ME Town & City Management Association. | \$ 205 | | | |
| | | | | | GPCOG Membership | \$ 10,000 | | | |
| 6509-01 | Books periodicals, subs | 500 | 19 | 500 | | | 500 | 500 | 500 |
| 6512-01 | Training, Education, & Seminars | 8,000 | 1,501 | 6,000 | MCCA Convention, MMA, ICMA & NACO conference | | 6,000 | 6,000 | 6,000 |
| 6513-01 | Leases & Service Agreements | 8,500 | 4,803 | 6,000 | Lease agreement/ copier | | 6,000 | 6,000 | 6,000 |
| | - | | | | maintenance agreement for copier | | | | |
| | | | | | Postage meter lease/ maintenance. | | | | |
| | | | | | Postage machine service agreement. | | | | |
| 6609-01 | Equipment Repair | - | - | - | Equipment maintenance not covered under service agreement. | | - | - | - |
| 6800-01 | Telephone & Communication | 5,000 | 3,289 | 5,000 | Provides for local and long distance calls, and associated communication. Add Ipads from IT Budget | | 5,000 | 5,000 | 5,000 |
| | TOTAL O&M | 172,750 | 109,487 | 167,200 | | | 167,200 | 167,200 | 167,200 |
| | TOTAL ADMINISTRATION | 731,986 | 659,204 | 733,609 | | TOTAL | 733,609 | 733,609 | 736,669 |
| | | | | 1,623 | | | 1,623 | 1,623 | 4,683 |
| | | | | 0.2% | | | 0.2% | 0.2% | |

EXEC-ADMINISTRATION



Wages for full & part time staff.

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

| | | | EXPENSES | | 2021 | |
|--|--|------|----------|---------|---------|---------|
| | | | Labor | O&M | Capital | TOTAL |
| | | | 471,104 | 483,454 | - | 954,558 |
| | | | | | | _ |
| | | \$ - | | | | |

Statistics Personnel

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

| 11-103 | 11-103 DEPARTMENT: INFORMATION TECHNOLOGY ACTIVITY CENTER: INFORMATION TECHNOLOGY | | | | | | | | |
|---------|--|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | | | | | | | | | |
| | PERSONNEL SERVICES | | | | _ | ıll & part time | ı | | |
| 5120 | Wages & Salaries (FT) | 285,401 | 309,279 | 327,452 | 319,426 | 335,797 | 335,797 | 335,797 | 345,621 |
| 5500 | Employee Benefits & Taxes | 107,078 | 114,369 | 138,215 | 126,770 | 135,307 | 135,307 | 135,307 | 135,693 |
| | TOTAL PERSONNEL SERVICES | 392,479 | 423,648 | 465,667 | 446,196 | 471,104 | 471,104 | 471,104 | 481,315 |
| | | , . | .,. | , | ., | , - | , - | , - | , , , , , |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130 | Transportation & Lodging | 3,924 | 3,797 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6301 | Professional Services | 22,776 | 10,002 | 14,000 | 8,760 | 14,000 | 14,000 | 14,000 | 14,000 |
| 6500 | Office Supplies | 956 | 961 | 1,000 | 533 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6503 | Computer, Software, & Supplies | 35,235 | 37,256 | 36,000 | 36,159 | 36,000 | 36,000 | 36,000 | 36,000 |
| 6505 | Printing & Engraving | | | 500 | | 200 | 200 | 200 | 200 |
| 6512 | Training, Education, & Seminars | 5,372 | 12,683 | 15,000 | 12,935 | 15,000 | 15,000 | 15,000 | 15,000 |
| 6514 | Maintenance Contracts | 252,213 | 276,677 | 316,282 | 294,543 | 339,054 | 339,054 | 339,054 | 339,054 |
| 6811 | Computer Repair | 7,424 | 8,476 | 8,000 | 5,804 | 8,000 | 8,000 | 8,000 | 8,000 |
| 6800 | Telephone & Communication | 81,517 | 89,809 | 57,800 | 44,239 | 66,200 | 66,200 | 66,200 | 66,200 |
| | TOTAL O&M | 409,418 | 439,661 | 452,582 | 406,973 | 483,454 | 483,454 | 483,454 | 483,454 |
| | CAPITAL OUTLAY | | | | | | | | |
| 7355-02 | Computer Hardware | 74,213 | 75,192 | | | | | | |
| | TOTAL CAPITAL OUTLAY | 74,213 | 75,192 | - | - | - | - | - | - |
| | TOTAL ACTIVITY CENTER | 876,110 | 938,501 | 918,249 | 853,170 | 954,558 | 954,558 | 954,558 | 964,769 |
| - | | | | | · · | 36,309 | 36,309 | 36,309 | 46,519 |
| | | | | | | 4.0% | 4.0% | 4.0% | 5.1% |

COUNTY OF CUMBERLAND

| 11-103 | 1-103 DEPARTMENT: IT ACTIVITY CENTER: INFORMATION TECHNOLOGY 2020 2019 2021 | | | | | | | | | | |
|--------------------------------------|---|-------------------------------------|-------------------------------------|-------------------------------------|---|-------------------------------------|-------------------------------------|-------------------------------------|-------------------------------------|--|--|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET | | |
| 5120 | PERSONNEL SERVICES Wages & Salaries (FT) | 327,452 | 319,426 | 335,797 | Wages for full & part time staff. OT & On-call stipend funding | | 335,797 | 335,797 | 345,621 | | |
| 5510 5520 5530 5540 5560 | Health Insurance Retirement Social Security Workers Comp Deferred Comp | 79,617 32,225 25,050 1,323 | 70,545 31,943 23,225 1,057 | 74,890 33,406 25,688 1,323 | | | 74,890 33,406 25,688 1,323 | 74,890 33,406 25,688 1,323 | 74,525 33,406 26,440 1,323 | | |
| 5500 | Employee Benefits & Taxes TOTAL PERSONNEL SERVICES OPERATIONS & MAINTENANCE | 138,215 465,667 | 126,770 446,196 | <u>135,307</u> 471,104 | 1.2% | | <u>135,307</u> 471,104 | 135,307 471,104 | 135,693 481,315 | | |
| 6130 | Transportation & Lodging | 4,000 | 4,000 | 4,000 | Mileage Expense | | 4,000 | 4,000 | 4,000 | | |
| 6301 | Professional Services | 14,000 | 8,760 | 14,000 | On site Technical Assistance Community GIS | | 14,000 | 14,000 | 14,000 | | |
| 6500 | Office Supplies | 1,000 | 533 | 1,000 | General Office Supplies | | 1,000 | 1,000 | 1,000 | | |
| 6503 | Computer, Software, & Supplies | 36,000 | 36,159 | 36,000 | Software, upgrades and licensing | | 36,000 | 36,000 | 36,000 | | |
| 6505 | Printing and Engraving | 500 | 193 | 200 | Printer and Toner cartridges | | 200 | 200 | 200 | | |
| 6512 | Training, Education, & Seminars | 15,000 | 12,935 | 15,000 | System training | | 15,000 | 15,000 | 15,000 | | |
| 6514 | Maintenance Contracts | 316,282 | 294,543 | 339,054 | Public Safety software packages, email, & data sharing Spillman Maintenance (Net of reimbursements) VEEAM Software VMWare | \$ 181,034 \$ 5,400 \$ 11,000 | 339,054 | 339,054 | 339,054 | | |

INFORMATION TECHNOLOGY (IT)

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|------------------------------|---------------------------|---------------------------|---------------------------|---|-----------------------|----------------|-------------------|----------------------|
| | | | | | Meraki | \$ 7,800 | | | |
| | | | | | Mcafee | \$ 6,000 | | | |
| | | | | | Cisco Smartnet | \$ 7,400 | | | |
| | | | | | PowerDMS | \$ 3,000 | | | |
| | | | | | ESRI- ARC GIS Maintenance | \$ 10,200 | | | |
| | | | | | Netmotion & Locality | \$ 9,500 | | | |
| | | | | | OpenFox | \$ 4,800 | | | |
| | | | | | GSuite (Google Mail) Citrix | \$ 83,520 \$ 9,400 | | | |
| | | | | | Citix | \$ 9,400 ¢ - | | | |
| | | | | | | \$ 339,054 | | | |
| 6611 | Computer Repair | 8,000 | 5,804 | 8,000 | Repair equipment formerly under maintenance contract. | | 8,000 | 8,000 | 8,000 |
| 6800 | Telephone & Communication | 57,800 | 44,239 | 66,200 | System wide internet, wireless access and fiber lines | | 66,200 | 66,200 | 66,200 |
| | TOTAL O&M | 452,582 | 407,166 | 483,454 | | TOTAL | 483,454 | 483,454 | 483,454 |
| 7355 | Computer hardware for County | | | | Communications, server and network hardware | | - | | |
| | TOTAL CAPITAL OUTLAY | - | - | - | | TOTAL | - | - | - |
| | TOTAL IT | 918,249 | 853,363 | 954,558 | | TOTAL | 954,558 | 954,558 | 964,769 |
| | | | | 36,309 | | | 36,309 | 36,309 | 46,519 |
| | | | | 4.0% | | | 4.0% | 4.0% | 5.1% |



Human Resources

Don Brewer, Director

Wages for full & part time staff.

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

| EXPENSES | | 2021 | | | | | | |
|----------|--------|---------|---------|--|--|--|--|--|
| Labor | O&M | Capital | TOTAL | | | | | |
| 507,035 | 79,530 | 7,000 | 593,565 | | | | | |

Statistics Personnel

Responsible for servicing & supporting over 400 employees Responsible for recruitment & hiring of County personnel Responsible for labor relations & collective bargaining Responsible for employee benefits and compensation Personnel and performance management Manages FMLA, ADA Leaves, and Workers' Comp Compliance with state/federal employment/labor laws Employee training & development Responsible for Safety Program, OSHA & BLS Compliance Personnel policies and records management

| HUMAN RESOURCE DIRECTOR |
|----------------------------|
| EMPLOYEE RELATIONS COORD. |
| HUMAN RESOURCES SPECIALIST |
| SAFETY COORDINATOR |
| ADMINISTRATIVE ASSISTANT |
| 1 |

| Full Time | Part Time |
|-----------|-----------|
| 1 | |
| 1 | |
| 1 | |
| 1 | |
| 1 | |
| 5 | |

COUNTY OF CUMBERLAND

| 11-103 | DEPARTMENT: HUMAN RESOURCES | | | | ACTIVITY CI | ENTER: HUM | AN RESOUR | CES | |
|--------|--|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL SERVICES | | | | | | | | |
| 5120 | Wages & Salaries (FT) | 226,573 | 280,581 | 292,532 | 283,764 | 361,195 | 361,195 | 361,195 | 364,121 |
| 5500 | Employee Benefits & Taxes | 72,289 | 90,881 | 103,662 | 99,001 | 143,103 | 143,103 | 143,103 | 142,914 |
| | TOTAL PERSONNEL SERVICES | 298,862 | 371,462 | 396,194 | 382,765 | 504,298 | 504,298 | 504,298 | 507,035 |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130 | Transportation & Lodging | 1,520 | 588 | 3,680 | 1,161 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6301 | Professional Services | 16,956 | 56,847 | 50,000 | 26,305 | 50,235 | 50,235 | 50,235 | 47,960 |
| 6500 | Office Supplies | 3,325 | 2,775 | 2,990 | 2,777 | 3,300 | 3,300 | 3,300 | 3,300 |
| 6505 | Printing & Engraving | 123 | 178 | 250 | 161 | 175 | 175 | 175 | 175 |
| 6506 | Postal Expenses | 694 | 802 | 615 | 402 | 500 | 500 | 500 | 500 |
| 6508 | Dues | 349 | 85 | 550 | 239 | 550 | 550 | 550 | 550 |
| 6509 | Books, Periodicals, & Subscriptions | 517 | 3,884 | 3,600 | 2,899 | 3,450 | 3,450 | 3,450 | 3,450 |
| 6512 | Training, Education, & Seminars | 12,884 | 8,854 | 17,345 | 9,134 | 17,345 | 17,345 | 17,345 | 17,345 |
| 6513 | Leases & Service Agreements | | | | 1,913 | 1,950 | 1,950 | 1,950 | 1,950 |
| 6515 | Wellness | 3,336 | (10,140) | | 3,066 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6800 | Telephone & Communication | 843 | 322 | | 137 | 300 | 300 | 300 | 300 |
| | TOTAL O&M | 40,547 | 64,195 | 81,430 | 48,195 | 81,805 | 81,805 | 81,805 | 79,530 |
| 7361 | CAPITAL OUTLAY Occupational Health & Safety Equip. | 4,799 | | | | 7,000 | 7,000 | 7,000 | 7,000 |
| | TOTAL CAPITAL OUTLAY | 4,799 | - | - | - | 7,000 | 7,000 | 7,000 | 7,000 |
| | TOTAL ACTIVITY CENTER | 344,208 | 435,657 | 477,624 | 430,960 | 593,103 | 593,103 | 593,103 | 593,565 |
| | | | | • | • | 115 479 | 115 479 | 115 479 | 115 941 |

 115,479
 115,479
 115,479
 115,941

 24.2%
 24.2%
 24.2%
 24.3%

COUNTY OF CUMBERLAND

| 11-103 | HUMAN RESOURCES | | | | ACTIVITY CENTER: HUMAN RESOURCES | | | | |
|--------|---------------------------|---------------------------|---------------------------|---------------------------|---|--------------|-------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL | | | | | | | | |
| 5120 | Wages & Salaries (FT) | 292,532 | 283,764 | 295,456 | Wages for full-time departmental staff. | | 295,456 | 295,456 | 298,382 |
| | | | | | Safety Coordinator | | 65,739 | 65,739 | 65,739 |
| 5510 | Health Insurance | 57,518 | 54,656 | 84,678 | | | 84,678 | 84,678 | 84,265 |
| 5520 | Retirement | 22,633 | 21,630 | 29,662 | | | 29,662 | 29,662 | 29,662 |
| 5530 | Social Security | 22,379 | 21,481 | 27,631 | | | 27,631 | 27,631 | 27,855 |
| 5540 | Workers Comp | 1,132 | 904 | 1,132 | | | 1,132 | 1,132 | 1,132 |
| 5560 | Deferred Comp | | 329 | - | | | - | | |
| | | | | | | | | | |
| 5500 | Employee Benefits & Taxes | 103,662 | 99,001 | 143,103 | Benefits and taxes for departmental employees. | | 143,103 | 143,103 | 142,914 |
| | TOTAL PERSONNEL SERVICES | 396,194 | 382,765 | 504,298 | | TOTAL | 504,298 | 504,298 | 507,035 |
| | | | | | | | | | |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130 | Transportation & Lodging | 3,680 | 1,161 | 2,000 | Use of personal vehicles, mileage reimbursement, | \$ 3,680 | 2,000 | 2,000 | 2,000 |
| | | | | | HR Conferences; meals & lodging | | | | |
| | | | | | | | | | |
| 6301 | Professional Services | 50,000 | 26,305 | 50,235 | Group Dynamics Section 125 FSA Admin Fee | \$ 875 | 50,235 | 50,235 | 47,960 |
| | | | | | Group Dynamics Section 125 HRA Admin Fee | \$ 500 | | | |
| | | | | | Group Dynamics Debit Card Fee | \$ 1,710 | | | |
| | | | | | ACA PCORI Annual Fee | \$ 235 | | | |
| | | | | | Employee Advisory Committee | \$ 5,000 | | | |
| | | | | | Wellness Program | \$ 10,000 | | | |
| | | | | | Affiliated EAP - Workforce Performance Solutions | \$ 9,702 | | | |
| | | | | | Affiliated EAP - Critical Incidents | \$ 1,000 | | | |
| | | | | | Affirmative Action Plan Preparation | \$ 3,450 | | | |
| | | | | | ID Card Printer - Maintenance Agreement - Higgins | \$ - | | | |
| | | | | | New ID Card Printer; w/3-year service contract | | | | |
| | | | | | ICMA Annual Plan Fee | \$ 250 | | | |
| | | | | | New Sharpe Copier Contract - formerly Ricoh | \$ 695 | | | |
| | | | | | Fleetscreen - Annual fee; testing | \$ 25 | | | |
| | | | | | HR Consultants - training, investigations, services | \$ 14,518 | | | |
| | | | | | | \$ 47,960 | | | |

HUMAN RESOURCES

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-------------------------------------|---------------------------|---------------------------|---------------------------|---|-------------------------------|--|-------------|--------------------|----------------------|
| 6500 | Office Supplies | 2,990 | 2,777 | 3,300 | HR Office Supplies | \$ | 2,990 | 3,300 | 3,300 | 3,300 |
| 6505 | Printing & Engraving | 250 | 161 | 175 | Misc. printing, brochures, engraving | \$ | 250 | 175 | 175 | 175 |
| 6506 | Postal Expenses | 615 | 402 | 500 | HR Postage expenses | \$ | 615 | 500 | 500 | 500 |
| 6508 | Dues | 550 | 239 | | MLGHRA Memberships MaineLERA Dues HRASM National Safety Council SHRM Memberships | \$ \$ \$ \$ | 105 30 - - 415 550 | 550 | 550 | 550 |
| 6509 | Books, Periodicals, & Subscriptions | 3,600 | 2,899 | 3,450 | HR Reference Materials/Books JobsInME Subsrciption Other Job Posting Sites | \$ \$ \$ | 250 2,900 300 3,450 | 3,450 | 3,450 | 3,450 |
| 6512 | Training, Education, & Seminars | 17,345 | 9,134 | | Leadership Academy (based on 12 County attendees) Leadership Academy lunches at SMCC HR Conferences, Workshops - Staff Annual Maine HR Conference at Samoset MMA HR & Management Conference - June @ Thomas C Professional Development - Depts. & Supervisory MaineLERA Conference & Meetings Tuition Reimbursement | \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ | 5,700 800 1,000 625 225 3,000 100 5,895 | 17,345 | 17,345 | 17,345 |
| 6513 | Leases & Service Agreement | | 1,913 | 1,950 | Great America Fina Agreement | | | 1,950 | 1,950 | 1,950 |
| 6515 | Wellness | 2,000 | 3,066 | 2,000 | Wellness Equipment (gym in each location) | | 2,000 | 2,000 | 2,000 I RESOURO | 2,000 |

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-------------------------------------|---------------------------|---------------------------|---------------------------|---|-------------|-------------|-------------------|----------------------|
| 6800 | Telephone expense | 400 | 137 | 300 | | \$ 400 | 300 | 300 | 300 |
| | TOTAL O&M | 81,430 | 48,195 | 81,805 | | | 81,805 | 81,805 | 79,530 |
| | CAPITAL OUTLAY | | | | | | | | |
| 7361 | Occupational Health & Safety Equip. | | | 4,000 | Employee Ergonomic costs associated with workstations | \$ 4,000 | 4,000 | 4,000 | 4,000 |
| | Safety Program | | | 3,000 | safety training program | \$ 3,000 | 3,000 | 3,000 | 3,000 |
| | | | | | | | | | |
| | | - | - | 7,000 | | TOTAL | 7,000 | 7,000 | 7,000 |
| | | 477,624 | 430,960 | 593,103 | | TOTAL | 593,103 | 593,103 | 593,565 |
| | | | | 115,479 | | • | 115,479 | 115,479 | 115,941 |
| | | | | 24.2% | | | 24.2% | 24.2% | 24.3% |



Facilities Department

Bruce Tarbox, Director

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

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

REVENUES EXPENSES 2021

| | 2,017 | 2,018 | 2,019 | 2018 Budget | Labor | O&M | Capital | TOTAL |
|-----|-------|-------|-------|-------------|-----------------|---------|---------|-----------|
| FAC | | | | = | 1,704,630 | 952,896 | 2,000 | 2,659,526 |
| | | | | | | | | |
| | | | | | ENTERPR | SE | | 311,603 |
| • | | | | | TOTAL DE | PT | | 2,971,129 |

Enterprise Activities:

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

Statistics Personnel

| Responsible for Fleet maintenance e fleet 140 vehicles | Facility | Full Time | Part Time | Court lease | Jail |
|--|-----------------------------|-----------|-----------|-------------|------|
| Responsible for 7 buildings, and over 416,350 sq feet | FACILITIES MANAGER | 1 | | | |
| Responsible to maintain operations for: | MAINTENANCE SUPERVISOR | 1 | | | |
| EMA Probate Executive | FACILITIES SUPERVISOR | | | | 1 |
| DA Finance Garage | CUSTODIAN SUPERVISOR | 1 | | | |
| Treasurer CCRCC | CUSTODIAN | 3 | 1 | 3 | 1 |
| Deeds Sheriff Office | ELECTRICAN SUPERVISOR | 1 | | | |
| | ELECTRICIAN | 1 | | | 1 |
| Negotiate over \$1 million dollars in Utility costs | BUILDING TECH I | 1 | | | |
| | MAINTENANCE TECHNICIAN II | 2 | | 2 | 4 |
| | FLEET AUTOMOTIVE SUPERVIOR | 1 | | | |
| | FLEET AUTOMOTIVE TECHNICIAN | 1 | | | |
| | EXECUTIVE ASSISTANT | 1 | | | |
| | | | | | |
| | | | | | |
| | | 14 | 1 | 5 | 7 |

| 11-105 | | | | | | | | | | | | | |
|--------------|---|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|--|--|--|--|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET | | | | |
| | DEDOONNEL OF D. 40F0 | | | | ,, | | | | | | | | |
| 5400 | PERSONNEL SERVICES | 4 000 704 | | & part time sta | | 4 400 440 | 4 400 440 | 4 400 440 | 4 4 4 7 0 5 0 | | | | |
| 5120 5210 | Wages & Salaries (FT) Seasonal/Temporary/Intern | 1,002,794 | 1,002,794 | 1,187,616 | 933,927 | 1,136,449 | 1,136,449 | 1,136,449 | 1,147,652 | | | | |
| | · · | - | - | - | - | - | - | - | - | | | | |
| 5401 | Overtime | 25,810 | 25,810 | 34,156 | 20,852 | 34,156 | 34,156 | 34,156 | 34,156 | | | | |
| 5500 | Employee Benefits & Taxes | 434,722 | 434,722 | 511,112 | 391,283 | 523,440 | 523,440 | 523,440 | 522,822 | | | | |
| | TOTAL PERSONNEL SERVICES | 1,463,326 | 1,463,326 | 1,732,884 | 1,346,062 | 1,694,045 | 1,694,045 | 1,694,045 | 1,704,630 | | | | |
| | OPERATIONS & MAINTENANCE | | | | | | | | | | | | |
| 6130 | Transportation & Lodging | 210 | 210 | 2,000 | 928 | 1,500 | 1,500 | 1,500 | 1,500 | | | | |
| 6131 | Gas, Oil, & Grease | 52,126 | 52,126 | 62,500 | 61,362 | 63,500 | 63,500 | 63,500 | 63,500 | | | | |
| 6132 | Vehicle Repair | 89,027 | 89,027 | 86,000 | 57,992 | 81,000 | 81,000 | 81,000 | 81,000 | | | | |
| 6301 | Professional Services | 11,113 | 11,113 | 9,900 | 4,938 | 7,900 | 7,900 | 7,900 | 7,900 | | | | |
| 6303 | Contract Special Services | 5,511 | 5,511 | 10,000 | 4,737 | 7,500 | 7,500 | 7,500 | 7,500 | | | | |
| 6304 | Security Services | 999 | 999 | 1,400 | 1,722 | 1,772 | 1,772 | 1,772 | 1,772 | | | | |
| 6400 | Insurance- Building & Contents | 32,848 | 32,848 | 56,787 | 35,550 | 53,072 | 53,072 | 53,072 | 53,072 | | | | |
| 6401 | Insurance- Liability | 1,805 | 1,805 | 17,294 | 1,954 | 16,163 | 16,163 | 16,163 | 16,163 | | | | |
| 6402 | Vehicle Insurance | 8,599 | 8,599 | 14,866 | 9,306 | 13,893 | 13,893 | 13,893 | 13,893 | | | | |
| 6405 | Insurance - Boilers/ Mechanical | 5,073 | 5,073 | 8,770 | 5,490 | 8,196 | 8,196 | 8,196 | 8,196 | | | | |
| 6500 | Office Supplies | 1,298 | 1,298 | 1,500 | 1,230 | 1,400 | 1,400 | 1,400 | 1,400 | | | | |
| 6502 | Cleaning Supplies | 8,499 | 8,499 | 8,600 | 9,087 | 9,200 | 9,200 | 9,200 | 9,200 | | | | |
| 6504 | Maintenance Supplies | 17,351 | 17,351 | 18,500 | 9,611 | 18,500 | 18,500 | 18,500 | 18,500 | | | | |
| 6505 | Printing & Engraving | 202 | 202 | 450 | 820 | 450 | 450 | 450 | 450 | | | | |
| 6506 | Postal Expenses | 896 | 896 | 300 | 95 | 190 | 190 | 190 | 190 | | | | |
| 6507 | Advertising | 249 | 249 | 200 | - | 200 | 200 | 200 | 200 | | | | |
| 6508 | Dues | 1,104 | 1,104 | 1,200 | 776 | 850 | 850 | 850 | 850 | | | | |
| 6509 | Books, Periodicals, & Subscriptions | 147 | 147 | 150 | 101 | 150 | 150 | 150 | 150 | | | | |
| 6510 | Tools & Implements | 2,077 | 2,077 | 2,500 | 2,051 | 2,500 | 2,500 | 2,500 | 2,500 | | | | |
| 6511 | Equipment Rental | 9,220 | 9,220 | 12,010 | 9,878 | 12,010 | 12,010 | 12,010 | 12,010 | | | | |
| 6512 | Training, Education, & Seminars | 1,865 | 1,865 | 2,700 | 2,029 | 2,700 | 2,700 | 2,700 | 2,700 | | | | |
| 6513 | Lease & service Agreements | 150,349 | 150,349 | 176,400 | 152,042 | 181,000 | 181,000 | 181,000 | 181,000 | | | | |
| 6514 | Maintenance Contracts | 66,268 | 66,268 | 69,000 | 54,519 | 71,500 | 71,500 | 71,500 | 71,500 | | | | |

DEPARTMENTAL BUDGET SUMMARY

| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|---------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| 6600 | Cleaning & Sanitary | 5,555 | 5,555 | 3,750 | 2,187 | 3,750 | 3,750 | 3,750 | 3,750 |
| 6601 | Snow Removal | 7,026 | 7,026 | 8,500 | 5,260 | 8,500 | 8,500 | 8,500 | 8,500 |
| 6602 | Lot & Grounds Maintenance | 3,528 | 3,528 | 4,000 | 2,098 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6603 | Building & Structure Repair | 32,813 | 32,813 | 28,500 | 15,187 | 28,500 | 28,500 | 28,500 | 28,500 |
| 6604 | Heating & Cooling (HVAC) Repair | 21,901 | 21,901 | 19,500 | 28,961 | 19,500 | 19,500 | 19,500 | 19,500 |
| 6605 | Electrical Repair | 6,056 | 6,056 | 18,500 | 24,835 | 18,500 | 18,500 | 18,500 | 18,500 |
| 6606 | Painting Repair | 3,414 | 3,414 | 6,000 | 5,309 | 6,000 | 6,000 | 6,000 | 6,000 |
| 6607 | Plumbing Repair | 10,466 | 10,466 | 9,200 | 5,600 | 9,200 | 9,200 | 9,200 | 9,200 |
| 6608 | Elevator Repair | 825 | 825 | 1,000 | 633 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6609 | Equipment Repair | 4,614 | 4,614 | 4,000 | 10,173 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6612 | Furniture Repair | 3,193 | 3,193 | 1,200 | 3,530 | 1,200 | 1,200 | 1,200 | 1,200 |
| 6800 | Telephone & Communication | 3,588 | 3,588 | 3,000 | 6,191 | 6,200 | 6,200 | 6,200 | 6,200 |
| 6801 | Electricity Utility | 120,089 | 120,089 | 134,000 | 133,834 | 136,000 | 136,000 | 136,000 | 136,000 |
| 6802 | Gas Utility | 54,369 | 54,369 | 76,000 | 66,656 | 76,000 | 76,000 | 76,000 | 76,000 |
| 6803 | Water Utility | 5,293 | 5,293 | 7,000 | 5,338 | 7,000 | 7,000 | 7,000 | 7,000 |
| 6804 | Sewer Utility | 30,167 | 30,167 | 30,000 | 28,015 | 30,000 | 30,000 | 30,000 | 30,000 |
| 6805 | Rubbish Removal | 12,996 | 12,996 | 16,500 | 12,469 | 16,500 | 16,500 | 16,500 | 16,500 |
| 6806 | Fuel Oil | 222 | 222 | 250 | 1,708 | 600 | 600 | 600 | 600 |
| 6906 | Paper Goods | 14,470 | 14,470 | 12,000 | 6,918 | 11,000 | 11,000 | 11,000 | 11,000 |
| 6908 | Clothing- Uniforms | 2,648 | 2,648 | 4,500 | 5,050 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6909 | Clothing- Cleaning | 3,771 | 3,771 | 3,800 | 3,159 | 3,800 | 3,800 | 3,800 | 3,800 |
| 6913 | Safety Equipment | 416 | 416 | 2,000 | 1,154 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6950 | misc expense PRC | | | | | | | | - |
| | TOTAL O&M | 814,254 | 814,254 | 956,227 | 800,482 | 952,896 | 952,896 | 952,896 | 952,896 |

DEPARTMENTAL BUDGET SUMMARY

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-------------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| | CAPITAL OUTLAY | | | | | | | | |
| 7305 | Building & Building Improvements | - | - | - | - | - | - | - | - |
| 7315 | Electrical Capital | - | - | 2,000 | - | 2,000 | 2,000 | 2,000 | 2,000 |
| 7335 | Maintenance Capital | - | - | - | - | - | - | - | - |
| 7350 | Office Equipment | - | - | - | - | - | - | - | - |
| 7355 | Computer Hardware | 101 | 101 | - | 2,560 | - | - | - | - |
| 7361 | Occupational Health & Safety Equip. | 3,000 | - | 3,500 | - | - | - | - | - |
| 7365 | Safety Equipment | 5,221 | 5,221 | 3,000 | 2,205 | - | - | - | - |
| | TOTAL CAPITAL OUTLAY | 8,322 | 5,322 | 8,500 | 4,765 | 2,000 | 2,000 | 2,000 | 2,000 |
| | | | | | | | | | |
| | TOTAL DEPARTMENT | 2,285,902 | 2,282,902 | 2,697,611 | 2,151,309 | 2,648,941 | 2,648,941 | 2,648,941 | 2,659,526 |
| | | | | | | (48,670) | (48,670) | (48,670) | (38,085) |

(48,670) (48,670) (48,670) (38,085) -1.8% -1.8% -1.8% -1.4%

| ACCT # ACCOUNT DESCRIPTION ADDPTED ACTUAL BUDGET EXPENSE REQUEST LINE ITEM BUDGET REQUEST JUSTIFICATION 2021 FINAL BUDGET REQUEST STATE REQUEST LINE ITEM BUDGET REQUEST JUSTIFICATION 2021 RELIM BUDGET REQUEST BUDGET REQUEST JUSTIFICATION 2021 RELIM BUDGET REQUEST STATE REQUEST LINE ITEM BUDGET REQUEST JUSTIFICATION 2021 RELIM BUDGET REQUEST JUSTIFICATION 2021 RELIMINATION 2021 RELIMINA | 11-105 | DEPARTMENT: FACILITIES | | | | | | | | | |
|---|--------|---|-----------|---------|-----------|--|----|--------|-----------|------------|-----------|
| 5120 Wages & Salaries (FT) | ACCT# | ACCOUNT DESCRIPTION | ADOPTED | ACTUAL | | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | | | |
| 5120 Wages & Salaries (FT) | | DEDECMINEL CEDVICES | | | | NA area for full 9 part time at off | | | | | |
| 22 to 40 hours Jail & LEC Custodian 24 to 40 hours Jail & LEC Custodian 3,000 5,000 | 5120 | | 1 157 616 | 033 027 | 1 131 440 | l - | | | 1 131 //0 | 1 131 1/10 | 1 1/2 652 |
| S205 Wages & Salaries (PT) 5,000 300 5,000 | 3120 | wages a dalaties (1 1) | | 333,321 | 1,101,440 | | | | 1,101,440 | 1,101,440 | 1,142,002 |
| Seasonal/Temporary/Intern Seasonal/Temporary/Intern Overtime 34,156 20,852 34,156 Wages for required overtime work and call in work. 34,156 34,156 34,156 34,156 | 5205 | Wages & Salaries (PT) | * | 300 | 5.000 | | | | 5.000 | 5.000 | 5.000 |
| Secondary Seco | | \ ', ' | -, | | | | | | ., | -, | ,,,,,, |
| Security | 5401 | · · · · · | 34,156 | 20,852 | 34,156 | Wages for required overtime work and call in work. | | | 34,156 | 34,156 | 34,156 |
| Security | | | | | | | | | | | |
| Social Security | 5510 | Health Insurance | 286,856 | 215,636 | 302,385 | | | | 302,385 | 302,385 | 300,910 |
| Solid Workers Comp 30,768 24,584 30,768 15,425 9,833 15,865 | 5520 | Retirement | 86,892 | 72,218 | 84,871 | | | | 84,871 | 84,871 | 84,871 |
| 5560 Deferred Comp 15,425 9,833 15,865 15,865 15,865 15,865 15,865 15,865 500 | 5530 | Social Security | 91,171 | 69,012 | 89,551 | | | | 89,551 | 89,551 | 90,408 |
| Employee Benefits & Taxes TOTAL PERSONNEL SERVICES TOTAL PERSONNEL SE | 5540 | Workers Comp | 30,768 | 24,584 | 30,768 | | | | 30,768 | 30,768 | 30,768 |
| TOTAL PERSONNEL SERVICES 1,732,884 1,346,362 1,694,045 -2.2% TOTAL 1,694,045 1,694,045 1,704,630 OPERATIONS & MAINTENANCE 17 transportation & Lodging 2,000 928 1,500 Departmental travel expenses including for training. \$ 1,500 1 | 5560 | Deferred Comp | 15,425 | 9,833 | 15,865 | | | | 15,865 | 15,865 | 15,865 |
| TOTAL PERSONNEL SERVICES 1,732,884 1,346,362 1,694,045 -2.2% TOTAL 1,694,045 1,694,045 1,704,630 OPERATIONS & MAINTENANCE 17 transportation & Lodging 2,000 928 1,500 Departmental travel expenses including for training. \$ 1,500 1 | 5500 | Employee Benefits & Taxes | 511,112 | 391,283 | 523,440 | Taxes and benefits for departmental employees. | | | 523,440 | 523,440 | 522,822 |
| 6130 Transportation & Lodging 2,000 928 1,500 Departmental travel expenses including for training. \$ 1,500 1,5 | | l ' ' | | | | · · · · | | TOTAL | | | |
| 6130 Transportation & Lodging 2,000 928 1,500 Departmental travel expenses including for training. \$ 1,500 1,5 | | | | | | | | | | | |
| 6131 Gas Oil & Grease 62,500 61,362 63,500 Gas, oil, grease, and maintenance for departmental \$ 9,000 63,500 63,500 evhicles and machines. Tires for all County vehicles. \$ 50,000 Oil & grease for Sheriff vehicles. \$ 4,500 end of the standard of the stand | 6420 | | 2 000 | 000 | 1 500 | Departmental traval avanage including for training | ¢ | 1 500 | 1 500 | 1 500 | 4.500 |
| Vehicle Repair 86,000 57,992 81,000 Parts and labor for automobile and machine repair. \$ 8,000 \$ 1,000 | 6130 | Transportation & Lodging | 2,000 | 926 | 1,500 | Departmental travel expenses including for training. | Ф | 1,500 | 1,500 | 1,500 | 1,500 |
| Second Services Second Second Services Second S | 6131 | Gas Oil & Grease | 62,500 | 61,362 | 63,500 | | \$ | 9,000 | 63,500 | 63,500 | 63,500 |
| New Vehicle Repair Services | | | | | | Tires for all County vehicles. | \$ | 50,000 | | | |
| Sheriff Administration/ Support Services 10,000 Sheriff Law Enforcement \$ 27,000 Sheriff General \$ 8,000 New Vehicle equipment set up \$ 28,000 \$ 28,000 \$ 6301 Professional Services 9,900 4,938 7,900 Consultants: chemical, etc. \$ 5,000 7,900 | | | | | | Oil & grease for Sheriff vehicles. | \$ | 4,500 | | | |
| Sheriff Law Enforcement \$ 27,000 Sheriff General \$ 8,000 New Vehicle equipment set up \$ 28,000 F,900 F | 6132 | Vehicle Repair | 86,000 | 57,992 | 81,000 | Parts and labor for automobile and machine repair. | \$ | 8,000 | 81,000 | 81,000 | 81,000 |
| Sheriff General \$ 8,000 New Vehicle equipment set up \$ 28,000 | | | | | | Sheriff Administration/ Support Services | \$ | 10,000 | | | |
| New Vehicle equipment set up \$ 28,000 | | | | | | Sheriff Law Enforcement | \$ | 27,000 | | | |
| 6301 Professional Services 9,900 4,938 7,900 Consultants: chemical, etc. \$ 5,000 7,900 7,900 | | | | | | Sheriff General | \$ | 8,000 | | | |
| | | | | | | New Vehicle equipment set up | \$ | 28,000 | | | |
| | 6301 | Professional Services | 9,900 | 4.938 | 7,900 | Consultants: chemical. etc. | \$ | 5.000 | 7.900 | 7.900 | 7.900 |
| | | 2 | 3,550 | .,550 | .,550 | Indoor Air Quality tests. | \$ | 2,900 | .,000 | .,550 | ,,555 |

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|---------------------------------|---------------------------|---------------------------|------------------------|---|----------------------|--|----------------|-------------------|----------------------|
| 6303 | Contract Special Services | 10,000 | 4,737 | 7,500 | Pest control. Courthouse ,LEC EMA Hazardous Mats (lamp) Backflow testing | \$ \$ \$ | 3,000 2,000 500 | 7,500 | 7,500 | 7,500 |
| | | | | | work order system fleet | \$ | 2,000 | | | |
| 6304 | Security Services | 1,400 | 1,722 | 1,772 | Security | \$ | 1,772 | 1,772 | 1,772 | 1,772 |
| 6400 | Insurance -Building & Contents | 56,787 | 35,550 | 53,072 | Courthouse. Garage. | \$ | 53,072 | 53,072 | 53,072 | 53,072 |
| 6401 | Insurance- Liability | 17,294 | 1,954 | 16,163 | Departmental share of insurance. | \$ | 16,163 | 16,163 | 16,163 | 16,163 |
| 6402 | Vehicle Liability | 14,866 | 9,306 | 13,893 | Departmental share of insurance. | \$ | 13,893 | 13,893 | 13,893 | 13,893 |
| 6405 | Insurance - Boilers/ Mechanical | 8,770 | 5,490 | 8,196 | Departmental share of insurance. | \$ | 8,196 | 8,196 | 8,196 | 8,196 |
| 6406 | Insurance- Deductible | | | | Deductible for any insurance claim. | | | | | |
| 6500 | Office Supplies | 1,500 | 1,230 | 1,400 | Office supplies and copy paper. | \$ | 1,400 | 1,400 | 1,400 | 1,400 |
| 6502 | Cleaning Supplies | 8,600 | 9,087 | | Custodial supplies. (Does not include Jail secure area.) Car Cleaning Supplies Courthouse. Garage. EMA & Dispatch 25 Pearl Street | \$ \$ \$ \$ | 100 7,100 600 1,100 300 | 9,200 | 9,200 | 9,200 |
| 6504 | Maintenance Supplies | 18,500 | 9,611 | 18,500 | Repair supplies. Courthouse Garage. EMA. Law Enforcement Center. Communications | \$ \$ \$ \$ | 12,000 1,825 1,850 725 2,100 | 18,500 | 18,500 EACH I | 18,500 |

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-------------------------------------|---------------------------|---------------------------|------------------------|--|-------------|----------------|-------------------|----------------------|
| | Printing & Engraving | 450 | 820 | 450 | Printing for work orders, forms, and blueprints. | \$ 450 | 450 | 450 | 450 |
| | | | | | | | | | |
| 6506 | Postal Expenses | 300 | 95 | 190 | Departmental postage costs. | \$ 160 | 190 | 190 | 190 |
| 6507 | Advertising | 200 | | 200 | For material bids and personnel | \$ 200 | 200 | 200 | 200 |
| 6508 | Dues | 1,200 | 776 | 850 | NFPA | | 850 | 850 | 850 |
| | | | | | ASHRAE (Heating and AC Eng.) | \$ 50 | | | |
| | | | | | NSEE (Energy Engineers.) | \$ 50 | | | |
| | | | | | Electrician Licensing Fees. | \$ 400 | | | |
| | | | | | Fleet | \$ 200 | | | |
| - | | | | | Recertification | \$ 150 | | | |
| 6509 | Books, Periodicals, & Subscriptions | 150 | 101 | 150 | Manager's Legal Bulletin. | | 150 | 150 | 150 |
| | | | | | Vehicle manuals. | | | | |
| | | | | | ASHRAE Handbooks. | | | | |
| | | | | | Means Data Books. | | | | |
| | | | | | Reference manuals and code books. | \$ 150 | | | |
| 6510 | Tools & Implements | 2,500 | 2,051 | 2,500 | Hand tools. | \$ 2,500 | 2,500 | 2,500 | 2,500 |
| 6511 | Equipment Rental | 12,010 | 9,878 | 12,010 | Pagers. | \$ 1,000 | 12,010 | 12,010 | 12,010 |
| | | | | | Offsite Storage | \$ 6,000 | | | |
| | | | | | Safety Kleen for Mechanic/Jail (oil) | \$ 200 | | | |
| | | | | | Copier | \$ 1,500 | | | |
| | | | | | Concrete cutter & others as needed | \$ 310 | | | |
| | | | | | Lift rental | \$ 3,000 | | | |
| 6512 | Training, Education, & Seminars | 2,700 | 2,029 | 2,700 | OSHA Training | | 2,700 | 2,700 | 2,700 |
| | _ | · | | | Training safety | \$ 1,100 | | | |
| | | | | | Work order system | | | | |
| | | | | | Seminars. | \$ 1,600 | | | |
| | | | | | | | | | |

COUNTY OF CUMBERLAND

| ACCT # | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM DUDGET DEGLIEGT ILIGHEIGATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|--------|-------------------------------|---------------------------|---------------------------|---|---|----|---------|----------------|-------------------|----------------------|
| | | | | | LINE ITEM BUDGET REQUEST JUSTIFICATION | Φ. | 404.000 | | | |
| 6513 | Leases and Service Agreements | 176,400 | 152,042 | 181,000 | Leased Office Space and Common Charges | \$ | 181,000 | 181,000 | 181,000 | 181,000 |
| | | | | | Lease 10,000 square feet | | | | | |
| 6514 | Maintenance Contracts | 69,000 | 54,519 | 71,500 | HVAC Contract CCRCC, CCCH & EMA | \$ | 33,900 | 71,500 | 71,500 | 71,500 |
| | | | | | Sprinkler system. | \$ | 2,300 | | | |
| | | | | | Extinguishers. | \$ | 1,100 | | | |
| | | | | | Fire alarm | \$ | 3,200 | | | |
| | | | | | Elevator/lifts. | \$ | 15,500 | | | |
| | | | | | Telephone | \$ | 3,000 | | | |
| | | | | | Garage gate equipment. | \$ | 3,500 | | | |
| | | | | | Identicard | \$ | 2,500 | | | |
| | | | | | Work order Systems Support | \$ | 5,000 | | | |
| | | | | | Automatic Doors | \$ | 1,500 | | | |
| 6600 | Cleaning & Sanitary | 3,750 | 2,187 | 3,750 | Carpets cleaned in-house for cost and quality assurance | э. | | 3,750 | 3,750 | 3,750 |
| | | | | | Courthouse. (done in house) | \$ | 2,000 | | | |
| | | | | | EMA. | \$ | 250 | | | |
| | | | | | Law Enforcement Center. | \$ | 1,500 | | | |
| 6601 | Snow Removal | 8,500 | 5,260 | 8,500 | Courthouse complex (includes parking lot). | \$ | 5,000 | 8,500 | 8,500 | 8,500 |
| | | | | | EMA & Dispatch. | \$ | 3,500 | | | |
| 6602 | Lot & Grounds Maintenance | 4,000 | 2,098 | 4.000 | Loam, seed, sod. | \$ | 1,000 | 4,000 | 4,000 | 4,000 |
| | | ,,,,,, | , | , | Flowers, shrubbery. | \$ | 1,500 | , | , | , |
| | | | | | Landscape timbers, fencing. | \$ | 500 | | | |
| | | | | | Asphalt maintenance or repair: | \$ | 1,000 | | | |
| 6603 | Building & Structure Repair | 28,500 | 15,187 | 28,500 | Doors, walls, ceilings, stairs, & windows. | \$ | 3,000 | 28,500 | 28,500 | 28,500 |
| | | | | | Replacement locks and keys | \$ | 3,000 | | | |
| | | | | | Roof patches and repairs. | \$ | 5,000 | | | |
| | | | | | CCCH Replacement Air Conditioners | \$ | 2,500 | | | |
| | | | | | Carpeting and repairs | \$ | 9,000 | | | |
| | | | | | Exterior building repairs. | \$ | 4,000 | | | |
| | | | | | Replacement ceiling tiles. | \$ | 2,000 | | | |
| l | I | ı | l | 1 | ! ************************************ | | | I | | ا ا |

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|---|---------------------------|---------------------------|------------------------|--|----|--------|----------------|-------------------|----------------------|
| 6604 | Heating & Cooling (HVAC) Repair | 19,500 | 28,961 | 19,500 | Heating & Cooling (HVAC) Repair | | | 19,500 | 19,500 | 19,500 |
| | 3 (3, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4, | ., | 20,001 | 10,000 | Courthouse. | | 12,500 | 10,000 | 10,000 | 10,000 |
| | | | | | Garage. | \$ | 500 | | | |
| | | | | | EMA. | \$ | 3,500 | | | |
| | | | | | Law Enforcement Center. | \$ | 3,000 | | | |
| 6605 | Electrical Repair | 18,500 | 24,835 | 18,500 | Identicard and control repairs. | \$ | 5,500 | 18,500 | 18,500 | 18,500 |
| | | | | | Lighting-lamps and ballast, light bulbs | \$ | 4,000 | | | |
| | | | | | Power outlets & wiring. | \$ | 2,000 | | | |
| | | | | | Electrical repairs. | \$ | 7,000 | | | |
| 6606 | Painting Repair | 6,000 | 5,309 | 6,000 | Preventative & ongoing maintenance. | | | 6,000 | 6,000 | 6,000 |
| | | | | | Courthouse. | \$ | 2,500 | | | |
| | | | | | Garage. | \$ | 2,500 | | | |
| | | | | | EMA. & communications | \$ | 500 | | | |
| | | | | | Law Enforcement Center. | \$ | 500 | | | |
| 6607 | Plumbing Repair | 9,200 | 5,600 | 9,200 | Preventative/ ongoing maintenance. | | | 9,200 | 9,200 | 9,200 |
| | | | | | Courthouse. | \$ | 7,000 | | | |
| | | | | | Garage. | \$ | 700 | | | |
| | | | | | EMA. And Communications | \$ | 1,000 | | | |
| | | | | | Law Enforcement Center. | \$ | 500 | | | |
| 6608 | Elevator Repair | 1,000 | 633 | 1,000 | Non-contract repairs | \$ | 1,000 | 1,000 | 1,000 | 1,000 |
| 6609 | Equipment Repair | 4,000 | 10,173 | 4,000 | Repair for County equipment. | \$ | 4,000 | 4,000 | 4,000 | 4,000 |
| 6612 | Furniture Repair | 1,200 | 3,530 | 1,200 | Repair material for any County furniture. | \$ | 1,200 | 1,200 | 1,200 | 1,200 |
| 6800 | Telephone & Communication | 3,000 | 6,191 | 6,200 | Telephone Costs | | 6,200 | 6,200 | 6,200 | 6,200 |
| 6801 | Electricity Utility | 134,000 | 133,834 | 136,000 | Electricity costs for county properties .04880 kwh Communications Garage | | 33,048 | 136,000 | 136,000 | 136,000 |
| | | 1 | | l | Garage | \$ | 21,852 | | EACILI. | TIES |

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|---------------------|---------------------------|---------------------------|------------------------|--|----------------|----------------------------|----------------|-------------------|----------------------|
| | | | | | CCCH LEC Pearl Street | \$ \$ \$ | 48,455 18,545 14,100 | | | |
| 6802 | Gas Utility | 76,000 | 66,656 | 76,000 | Natural Gas costs for county properties \$5.55 Decatherm | | | 76,000 | 76,000 | 76,000 |
| | | | | | LEC CCRCC Communication Bldg EMA Courthouse | \$ \$ | 19,100 9,000 | | | |
| | | | | | 25 Pearl Street | \$ | 47,900 - | | | |
| 6803 | Water Utility | 7,000 | 5,338 | 7,000 | Courthouse LEC EMA Communication 25 Pearl Garage. 25 Pearl Street | \$ \$ \$ | 5,500 200 1,300 | 7,000 | 7,000 | 7,000 |
| 6804 | Sewer Utility | 30,000 | 28,015 | 30,000 | 25 Pearl Courthouse Lec EMA Communications LEC | \$ | 24,000 | 30,000 | 30,000 | 30,000 |
| | | | | | Storm water charges | \$ | 6,000 | | | |
| 6805 | Rubbish Removal | 16,500 | 12,469 | 16,500 | Courthouse. Law Enforcement Center. EMA & Dispatch Garage Pearl Street | \$ | 16,500 | 16,500 | 16,500 | 16,500 |
| 6806 | Fuel Oil | 250 | 1,708 | 600 | Propane and generator | \$ | 600 | 600 | 600 | 600 |
| 6906 | Paper Goods | 12,000 | 6,918 | 11,000 | Toilet paper, sanitary napkins, paper towels. | \$ | 11,000 | 11,000 | 11,000 | 11,000 |
| 6908 | Clothing- Uniforms | 4,500 | 5,050 | 4,500 | CCCH complex. (4 sets) | \$ | 4,500 | 4,500 | 4,500 | 4,500 |
| 6909 | Clothing- Cleaning | 3,800 | 3,159 | 3,800 | Mechanic Uniforms. And rags | \$ | 3,800 | 3,800 | 3,800 | 3,800 |
| 6913 | Safety Equipment | 2,000 | 1,154 | 2,000 | Safety shoes. Gloves & wipes for chemicals & blood pathogens. | \$ | 2,000 | 2,000 | 2,000 | 2,000 |

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|--|---------------------------|---------------------------|------------------------|--|----------------|-------------------|----------------------|
| | | | | | First-aid kit maintenance. | | | |
| | TOTAL O&M | 956,227 | 800,482 | 952,896 | TOTAL | 952,896 | 952,896 | 952,896 |
| 7305 | CAPITAL OUTLAY Building & Building Improvement | | | | | | | |
| 7315 | Electrical Capital | 2,000 | | 2,000 | Energy controls (lighting) courthouse | 2,000 | 2,000 | 2,000 |
| 7335 | Maintenance Capital | | | | | | | |
| 7350 | Office Equipment | - | | | Replace misc office equipment | | | |
| 7355 | Computer Hardware | - | 2,560 | | | | | |
| 7361 | Safety Equipment | 3,500 | 5,764 | | | | | |
| | Safety Program | 3,000 | 2,205 | | | | | |
| | TOTAL CAPITAL OUTLAY | 8,500 | 10,529 | 2,000 | | 2,000 | 2,000 | 2,000 |
| | TOTAL FACILITIES | 2,697,611 | 2,157,373 | 2,648,941 | TOTAL | 2,648,941 | 2,648,941 | 2,659,526 |
| | | 14 | | -1.8% | | (48,670) | (48,670) | (38,085) |

-1.8% (48,670) (48,670) (38,085) -1.8% -1.8% -1.4%

| ENTERPRISE ACTIVITIES TOTAL | 311,603 |
|-------------------------------|-----------|
| OVERALL DEPARTMENTAL EXPENSES | 2,960,544 |



Facilities-Garage Operation

Wages for full & part time staff.

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

REVENUES EXPENSES 2021

| | | | | 2021 | | | | | |
|-----|-------------|-------------|-------------|------------|------------------------|--------|--------|---------|--------|
| | 2015 Actual | 2018 Actual | 2019 Actual | Budget | | Labor | O&M | Capital | TOTAL |
| GAR | - | 2,817 | - | - | Garage Operations | 77,195 | 10,250 | 1,000 | 88,445 |
| GAR | 151,365 | 109,708 | 91,394 | 110,000 | Garage Daily Parking | | | | |
| GAR | 429,264 | 487,446 | 553,296 | 475,000 | Garage Monthly Parking |] | | | |
| GAR | | | | | | | | | |
| GAR | \$ 580,629 | \$ 599,971 | \$ 644,690 | \$ 585,000 | |] | | | |

Statistics Personnel

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

| 11-103 DEPARTMENT: Facilities ACTIVITY CENTER: PARKING GARAGE 2020 2019 2021 | | | | | | | | | | |
|--|---------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|--|
| ACCT # | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET | |
| | | | | | | | | | | |
| | PERSONNEL SERVICES | | | | _ | ıll & part time | staff. | | | |
| 5120-03 | Wages & Salaries (FT) | 39,310 | 40,125 | 50,955 | 45,196 | 51,465 | 51,465 | 51,465 | 51,974 | |
| 5205-03 | Wages & Salaries (PT) | - | - | - | - | - | - | - | - | |
| 5401-03 | Overtime | 10,568 | 12,542 | 7,175 | 5,418 | 7,175 | 7,175 | 7,175 | 7,175 | |
| 5500-03 | Employee Benefits & Taxes | 15,968 | 16,626 | 17,040 | 16,535 | 18,060 | 18,060 | 18,060 | 18,046 | |
| | TOTAL PERSONNEL SERVICES | 65,846 | 69,293 | 75,170 | 67,149 | 76,700 | 76,700 | 76,700 | 77,195 | |
| | OPERATIONS & MAINTENANCE | | | | | | | | | |
| 6500-03 | Office Supplies | 490 | 1,611 | 2,200 | 2,850 | 2,200 | 2,200 | 2,200 | 2,200 | |
| 6505-03 | Printing & Engraving | 2,240 | - | 2,500 | 369 | 2,500 | 2,500 | 2,500 | 2,500 | |
| | Advertising | - | 48 | 100 | - | 50 | 50 | 50 | 50 | |
| | Tools & Implements | - | - | - | - | - | - | - | - | |
| | Eguipment Repair | 18,290 | 18,465 | 2,800 | 20,404 | 4,500 | 4,500 | 4,500 | 4,500 | |
| | Maintenance Contracts | , | , | , | , | - | - | - | - | |
| 6800-03 | Telephone & Communication | 638 | 317 | 900 | 958 | 950 | 950 | 950 | 950 | |
| | Medical Supplies | - | - | _ | _ | 50 | 50 | 50 | 50 | |
| | TOTAL O&M | 21,658 | 20,441 | 8,500 | 24,580 | 10,250 | 10,250 | 10,250 | 10,250 | |
| | CAPITAL | | | | | | | | | |
| 7325-03 | Furniture & Fixtures | _ | _ | _ | _ | _ | _ | _ | | |
| | Radio Equipment | | _ | 1,000 | _ | 1,000 | 1,000 | 1,000 | 1,000 | |
| 1000 00 | TOTAL CAPITAL | | - | 1,000 | - | 1,000 | 1,000 | 1,000 | 1,000 | |
| | | | | , , , | | • | • | | | |
| | TOTAL ACTIVITY CENTER | 87,504 | 89,734 | 84,670 | 91,730 | 87,950 | 87,950 | 87,950 | 88,445 | |
| | | | | | | 3,280 | 3,280 | 3,280 | 3,775 | |
| | | | | | | 3.9% | 3.9% | 3.9% | 4.5% | |

COUNTY OF CUMBERLAND

| 11-103 | DEPARTMENT: FACILITIES | | | | ACTIVITY CENTER: PARKING GARAGE | | | | |
|---------|---------------------------|---------------------------|---------------------------|---------------------------|--|-------------|----------------|-------------------|-------------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL | | | | Wages for full & part time staff. | | | | |
| 5120-03 | Wages & Salaries (FT) | 50,955 | 45,196 | | Wages for full-time departmental staff. | | 51,465 | 51,465 | 51,974 |
| | 3 () | , | ŕ | , | | | , | , | , |
| 5205-03 | Temporary | | | | Wages for part-time departmental staff. | | | | |
| 5401-03 | Overtime | 7,175 | 5,418 | 7,175 | Wages for required overtime work. | | 7,175 | 7,175 | 7,175 |
| 5510 | Health Insurance | 10,566 | 10,548 | 10,852 | | | 10,852 | 10,852 | 10,799 |
| 5520 | Retirement | | | | | | | | |
| 5530 | Social Security | 3,752 | 3,812 | 4,486 | | | 4,486 | 4,486 | 4,525 |
| 5540 | Workers Comp | 2,722 | 2,175 | 2,722 | | | 2,722 | 2,722 | 2,722 |
| 5560 | Deferred Comp | - | | - | | | | | |
| 5500-03 | Employee Benefits & Taxes | 17,040 | 16,535 | 18,060 | Taxes and benefits for departmental employees. | | 18,060 | 18,060 | 18,046 |
| | TOTAL PERSONNEL | 75,170 | 67,149 | 76,700 | | TOTAL | 76,700 | 76,700 | 77,195 |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| | Office Supplies | 2,200 | 2,850 | 2,200 | General office supplies used in garage operation. | \$ 2,200 | 2,200 | 2,200 | 2,200 |
| | | | | | Signage | | | | |
| 6505-03 | Printing & Engraving | 2,500 | 369 | 2,500 | 60,000 garage tickets + shipping. (Now only available in 20k | \$ 2,500 | 2,500 | 2,500 | 2,500 |
| | | | | | lots.) | | | | |
| 6507-03 | Advertising | 100 | | 50 | Newspaper job advertisements | \$ 100 | 50 | 50 | 50 |
| 6609-03 | Equipment Repair | 2,800 | 20,404 | 4,500 | Repair material for gate swing-arms, and mechanical readers. | \$ 4,500 | 4,500 | 4,500 | 4,500 |
| | | | | | | | | | |
| 6514 | Maintenance Contracts | 16,200 | | | | | | | |
| 6800-03 | Telephone & Communication | 900 | 958 | 950 | Garage telephone costs. New system bank connection | \$ 950 | 950 | 950 | 950 |
| | | | | - | | | - | - | - |

PARKING GARAGE

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|----------------------|---------------------------|---------------------------|---------------------------|--|--------|----------------|-------------------|-------------------------|
| 6905-03 | Medical Supplies | | | 50 | Replacement medical supplies. (Expiration of existing medical supplies.) | \$ 50 | 50 | 50 | 50 |
| | | | | | Supplies.) | | | | |
| | TOTAL O&M | 24,700 | 24,580 | 10,250 | | TOTAL | 10,250 | 10,250 | 10,250 |
| | CAPITAL OUTLAY | | | | | | | | |
| 7325-03 | Furniture & Fixtures | | - | | | | | | |
| | Operation Equipment | 1,000 | | 1,000 | | | 1,000 | 1,000 | 1,000 |
| | TOTAL CAPITAL OUTLAY | 1,000 | - | 1,000 | | TOTAL | 1,000 | 1,000 | 1,000 |
| | TOTAL GARAGE | 100,870 | 91,730 | 87,950 | | TOTAL | 87,950 | 87,950 | 88,445 |
| | 101712 07110102 | 100,010 | 01,700 | (12,920) | | 101712 | (12,920) | (12,920) | (12,425) |
| | | | | -12.8% | | | -12.8% | | -12.3% |



Sheriff's Office-Administration

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

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

REVENUES EXPENSES 2021

| | | 2017 Actual | 2018 Actual | 2019 Actual | 2021 Budget | | Labor | O&M | Capital | TOTAL |
|---|------|-------------|-------------|-------------|-------------|--------------|---------|---------|---------|-----------|
| Ī | SHER | 58,151 | 30,476 | 37,715 | 55,000 | Misc revenue | 966,769 | 284,842 | 3,000 | 1,254,611 |
| | | | | | | | | | | |
| | | \$ 58,151 | \$ 30,476 | \$ 37,715 | \$ 55,000 | | | | | |

Objectives Personnel

| | e agendas and provide analysis for | SHERIFF |
|-------------|--|-----------------------------|
| all Sher | iff Office Activities | CHIEF DEPUTY |
| Provide le | adership for strategic planning and budget | ADMINISTRATIVE INVESTIGATOR |
| develo | oment and implementation | ADMINISTRATIVE LIEUTENANT |
| Lead and | coordinate Sheriff initiatives for more | EXECUTIVE ASSISTANT |
| contracts | with communities for cost efficient, | INVESTIGATIONS CLERK |
| effective c | lelivery of law enforcement services. | RECEPTION/CLERK |
| | | CAPTIAN-SUPPORT SERVICES |
| | | |

| | Full Time | Part Time |
|-----------------------------|-----------|-----------|
| SHERIFF | 1 | |
| CHIEF DEPUTY | 1 | |
| ADMINISTRATIVE INVESTIGATOR | 1 | |
| ADMINISTRATIVE LIEUTENANT | 1 | |
| EXECUTIVE ASSISTANT | 1 | |
| INVESTIGATIONS CLERK | 2 | |
| RECEPTION/CLERK | 1 | |
| CAPTIAN-SUPPORT SERVICES | 1 | |
| ACCREDITATION COORD | 1 | |
| ADMINISTRATIVE ASST. | 1 | |
| | 11 | |

| 11-106 DEPARTMENT: SHERIFF ACTIVITY CENTER: ADMINISTRATION/ SUP | | | | | | | | | |
|---|-------------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | | | | | | | | | |
| | PERSONNEL SERVICES | | | | | I & part time st | | | |
| | Wages & Salaries (FT) | 593,585 | 593,585 | 715,727 | 668,691 | 727,591 | 727,591 | 727,591 | 734,795 |
| 5205-05 | Wages & Salaries (PT) | | | - | - | - | - | - | |
| 5401-05 | Overtime | 23,806 | 23,806 | 5,000 | 2,535 | 5,000 | 5,000 | 5,000 | 5,000 |
| | | | | | | | | | |
| 5500-05 | Employee Benefits & Taxes | 221,142 | 221,142 | 226,617 | 216,058 | 226,952 | 226,952 | 226,952 | 226,974 |
| | TOTAL PERSONNEL SERVICES | 838,533 | 838,533 | 947,344 | 887,283 | 959,543 | 959,543 | 959,543 | 966,769 |
| | | | | | | | | | |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130-05 | Transportation & Lodging | 7,286 | 7,286 | 17,755 | 18,933 | 11,400 | 11,400 | 11,400 | 11,400 |
| 6131-05 | Gas, Oil, & Grease | 3,573 | 3,573 | 8,700 | 39 | 8,700 | 8,700 | 8,700 | 8,700 |
| 6301-05 | Professional Services | 22,126 | 22,126 | 11,300 | 12,215 | 11,300 | 11,300 | 11,300 | 11,300 |
| 6302-05 | Legal Services | 20,862 | 20,862 | 21,842 | 33,151 | 21,842 | 21,842 | 21,842 | 21,842 |
| 6401-05 | Insurance - Liability | 28,165 | 28,165 | 62,060 | 46,207 | 62,060 | 62,060 | 62,060 | 62,060 |
| 6402-05 | Insurance- Vehicle | 10,292 | 10,292 | 21,400 | 16,356 | 21,400 | 21,400 | 21,400 | 21,400 |
| 6500-05 | Office Supplies | 11,396 | 11,396 | 13,000 | 12,211 | 13,000 | 13,000 | 13,000 | 13,000 |
| 6505-05 | Printing & Engraving | 8,156 | 8,156 | 11,008 | 10,629 | 11,008 | 11,008 | 11,008 | 11,008 |
| 6506-05 | Postal Expenses | 1,417 | 1,417 | 3,000 | 1,765 | 3,000 | 3,000 | 3,000 | 3,000 |
| 6507-05 | Advertising | 83 | 83 | 2,500 | 105 | 2,500 | 2,500 | 2,500 | 2,500 |
| 6508-05 | Dues | 4,356 | 4,356 | 4,200 | 4,277 | 4,200 | 4,200 | 4,200 | 4,200 |
| 6509-05 | Books, Periodicals, & Subscriptions | 3,435 | 3,435 | 5,000 | 6,111 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6511-05 | Equipment Rental | 12,036 | 12,036 | 10,700 | 6,901 | 10,700 | 10,700 | 10,700 | 10,700 |
| 6512-05 | Training, Education, & Seminars | 11,272 | 11,272 | 24,100 | 10,129 | 24,100 | 20,000 | 20,000 | 20,000 |
| 6800-05 | Telephone & Communication | 44,424 | 44,424 | 60,232 | 63,887 | 63,732 | 63,732 | 63,732 | 63,732 |
| 6908-05 | Clothing- Uniforms | 2,572 | 2,572 | 5,000 | 2,093 | 5,000 | 5,000 | 5,000 | 5,000 |

| ACCT # | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|--|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| 6910-05 | Criminal Investigation | 1,085 | 1,085 | 4,500 | 4,232 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6950-05 | CALEA | | | 5,500 | | 5,500 | 5,500 | 5,500 | 5,500 |
| | TOTAL O&M 192,534 CAPITAL OUTLAY | 192,534 | 192,534 | 291,797 | 249,243 | 288,942 | 284,842 | 284,842 | 284,842 |
| 7350-05 | Office Equipment TOTAL CAPITAL OUTLAY | 2,882 2,882 | 2,882 2,882 | 3,000 3,000 | 2,602 2,602 | 3,000 3,000 | 3,000 3,000 | 3,000 3,000 | 3,000 3,000 |
| | TOTAL ACTIVITY CENTER | 1,033,949 | 1,033,949 | 1,242,141 | 1,139,128 | 1,251,485 | 1,247,385 | 1,247,385 | 1,254,611 |
| | | | | | | 9,344 0.8% | 5,244 0.4% | 5,244 0.4% | 12,470 1.0% |

COUNTY OF CUMBERLAND

| 11-106 | DEPARTMENT: SHERIFF | | | | ACTIVITY CENTER: ADMINISTRATION & SUPPO | ORT SERVIC | ES | | |
|--------------------------------------|--|---|--|--|---|------------|--|--|--|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| 5120-05 | PERSONNEL SERVICES Wages & Salaries (FT) | 715,727 | 668,691 | 727,591 | Wages for full & part time staff. Wages for full-time agency staff. Salary Adjustment for Command Staff Support Services Administrative Sergeant (includes benefits) (July 1 Mgr) On-Call Stipend | | 727,591 | 727,591 | 734,795 |
| 5205-05 | Wages & Salaries (PT) | | | | | | | | |
| 5401-05 | Overtime | 5,000 | 2,535 | 5,000 | Wages for required overtime work. | | 5,000 | 5,000 | 5,000 |
| 5510 5520 5530 5540 5560 | Health Insurance Retirement Social Security Workers Comp Deferred Comp | 105,744 38,064 55,136 17,556 10,117 | 106,496 37,999 51,434 14,028 6,102 | 108,503 40,675 56,043 17,556 4,175 | | | 108,503 40,675 56,043 17,556 4,175 | 108,503 40,675 56,043 17,556 4,175 | 107,974 40,675 56,594 17,556 4,175 |
| 5500-05 | Employee Benefits & Taxes TOTAL PERSONNEL SERVICES | 226,617 947,344 | 216,058 887,283 | 226,952 959,543 | Taxes and benefits for agency employees. 1.3% | TOTAL | 226,952 959,543 | <u>226,952</u> 959,543 | 226,974 966,769 |
| 6130-05 | OPERATIONS & MAINTENANCE Transportation & Lodging | 17,755 | 18,933 | 11,400 | Agency mileage and travel expenses | \$ (6,355) | 11,400 | 11,400 | 11,400 |
| 6131-05 | Gas, Oil, & Grease | 8,700 | 39 | | To provide gas for vehicles assigned to the administration bureau. (3000 gal @\$2.60). | | 8,700 | 8,700 | 8,700 |
| 6301-05 | Professional Services | 11,300 | 12,215 | | Polygraph and psych testing. Transcription services emergency needs. Pre-employment Medical Evals - \$4100. | | 11,300 | 11,300 | 11,300 |
| 6302-05 | Legal Services | 21,842 | 33,151 | | To provide legal advice and representation in preparing and presenting cases of employee misconduct for all activity centers. | | 21,842 | 21,842 | 21,842 |

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|-------------------------------------|---------------------------|---------------------------|---------------------------|--|-------------|-------------------|----------------------|
| | | | | | Due to increase in legal services due to FOAA | | | |
| 6401-05 | Insurance - Liability | 62,060 | 46,207 | 62,060 | Provides agency share of liability insurance. | 62,060 | 62,060 | 62,060 |
| 6402-05 | Insurance- Vehicle | 21,400 | 16,356 | 21,400 | Fleet insurance needs through current carrier. | 21,400 | 21,400 | 21,400 |
| 6500-05 | Office Supplies | 13,000 | 12,211 | 13,000 | General Administrative needs from pens to paper. 2500 Increase in product cost | 13,000 | 13,000 | 13,000 |
| 6505-05 | Printing & Engraving | 11,008 | 10,629 | 11,008 | Generic printing needs of the agency from business cards to letterhead and includes recognition program (coins, community policing). | 11,008 | 11,008 | 11,008 |
| | | | | | Toner Cartridges | | | |
| 6506-05 | Postal Expenses | 3,000 | 1,765 | 3,000 | Agency postage expenses & rate increase. Postage meter rental 171x4. Postage meter maintenance agreement. | 3,000 | 3,000 | 3,000 |
| 6507-05 | Advertising Expense | 2,500 | 105 | 2,500 | Recruiting and other necessary advertisements for Sheriff's Office. | 2,500 | 2,500 | 2,500 |
| 6508-05 | Dues | 4,200 | 4,277 | 4,200 | Funding to continue affiliation with local police and law enforcement organizations, CALEA, and support networks. Assoc.: Maine Sheriff Assoc., Maine Chief of Police, National Sheriff's Assn., American Jail Assoc., International Associations. \$500 Lt. Foss FBINAA Increase | 4,200 | 4,200 | 4,200 |
| 6509-05 | Books, Periodicals, & Subscriptions | 5,000 | 6,111 | 5,000 | Legal reference material, new title updates. | 5,000 | 5,000 | 5,000 |

ADMINISTRATION/ SUPPORT SERVICES

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|---------------------------------|---------------------------|---------------------------|---------------------------|--|---|-------------|-------------------|----------------------|
| 6511-05 | Equipment Rental | 10,700 | 6,901 | 10,700 | Rental of equipment used in the facility. Base rental for copiers (2) 426 x 12. Naples Copier. Copier fees based on estimated copies. Circuit to tie to ME Public Safety for data. | | 10,700 | 10,700 | 10,700 |
| 6512-05 | Training, Education, & Seminars | 24,100 | 10,129 | 24,100 | facility). Administrative support staff development training @ 7 personnel Educational reimbursements for agency Administration. Law Enforcement. | \$ 12,000 \$ 20,000 \$ 16,000 \$ 2,100 | 20,000 | 20,000 | 20,000 |
| 6800-05 | Telephone & Communication | 60,232 | 63,887 | 63,732 | Telephone services. GPS Trackers \$1000 In-State/Out State service. Wireless Phone Services Replacement-wireless equipment. Substation service. Phone maintenance. Pagers for key personnel \$142 X 12. GPS Units-ESU/K-9 \$3500 65 Patrol Aircards (From IT Budget) | \$ 3,500 | 63,732 | 63,732 | 63,732 |
| 6908-05 | Clothing- Uniforms | 5,000 | 2,093 | 5,000 | Provided to staff. | | 5,000 | 5,000 | 5,000 |
| 6910-05 | Criminal Investigation | 4,500 | 4,232 | 4,500 | General expenses for investigations including CD/DVD, batteries (Internal investigations). Material, Jail Investigation, Law Suit Prep | | 4,500 | 4,500 | 4,500 |
| 6950-05 | CALEA Expenses | 5,500 | 4,129 | 5,500 | CALEA Expenses | | 5,500 | 5,500 | 5,500 |

ADMINISTRATION/ SUPPORT SERVICES

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|---------------------------------|---------------------------|---------------------------|---------------------------|--|------|-------------|-------------------|----------------------|
| | TOTAL O&M | 291,797 | 253,372 | 288,942 | Т | DTAL | 284,842 | | 284,842 |
| 7350-05 | CAPITAL OUTLAY Office Equipment | 3,000 | 2,602 | 3,000 | Misc replacement of broken/worn furniture. | | 3,000 | 3,000 | 3,000 |
| | TOTAL CAPITAL OUTLAY | 3,000 | 2,602 | 3,000 | | | 3,000 | 3,000 | 3,000 |
| | TOTAL ADMIN/ SUPPORT SERVICES | 1,242,141 | 1,143,257 | 1,251,485 | Т | OTAL | 1,247,385 | 1,247,385 | 1,254,611 |
| | | | | 9,344 | | • | 5,244 | 5,244 | 12,470 |
| | | | | 0.8% | | | 0.4% | 0.4% | 1.0% |



services

Sheriff's Office-Law Enforcement

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

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

| REVENUES | EXPENSES | 2021 |
|----------|----------|------|
|----------|----------|------|

| | | 2017 Actual | 2018 Actual | 2019 Actual | 2021 Budget | Lak | abor | O&M | Capital | TOT |
|--------|----|--------------------|-------------|-------------|--------------|-------|----------|---------|---------|--------|
| L | EC | | | | | 5,12 | 124,938 | 484,525 | 457,250 | 6,066, |
|]] | | ENTERPRISE | | | 2,136,248 | ENTER | ERPRISE | | | 2,136 |
| | | | | | \$ 2,136,248 | TOTAL | AL DEPT. | | | 8,202, |

Enterprise Fund:

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

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

| 11-106 | DEPARTMENT: SHERIFF | | | | ACTIVITY CEN | NTER: LAW EN | FORCEMENT | | |
|---------|---|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL SERVICES | | | | | | | | |
| 5120-06 | Wages & Salaries (FT) | 2,479,381 | 2,534,124 | 2,877,269 | 2,544,943 | 2,971,675 | 2,971,675 | 2,971,675 | 2,971,675 |
| | | | | 35,000 | | (62,768) | (62,768) | (62,768) | (62,768) |
| 5401-06 | Overtime | 654,798 | 742,236 | 588,519 | 774,095 | 606,175 | 606,175 | 606,175 | 606,175 |
| 5500-06 | Employee Benefits & Taxes | 1,372,743 | 1,457,931 | 1,570,713 | 1,404,093 | 1,614,154 | 1,614,154 | 1,614,154 | 1,609,856 |
| | TOTAL PERSONNEL SERVICES OPERATIONS & MAINTENANCE | 4,506,922 | 4,734,291 | 5,071,501 | 4,723,131 | 5,129,236 | 5,129,236 | 5,129,236 | 5,124,938 |
| 6130-06 | Transportation & Lodging | 20,057 | 17,953 | 20,600 | 23,886 | 16,300 | 16,300 | 16,300 | 16,300 |
| 6131-06 | Gas, Oil, & Grease | 169,680 | 175,369 | 190,000 | 156,274 | 190,000 | 190,000 | 190,000 | 190,000 |
| 6232-06 | Electronic Equipment Repair | 8,302 | 19,875 | 16,000 | 9,522 | 30,300 | 30,300 | 30,300 | 15,300 |
| 6501-06 | Training Supplies | 47,886 | 37,451 | 7,500 | 4,378 | 9,750 | 9,750 | 9,750 | 9,750 |
| 6314-06 | Ammunition | | 7,767 | 50,000 | 44,920 | 55,000 | 55,000 | 55,000 | 55,000 |
| 6509-06 | Books, Periodicals, & Subscriptions | 4,800 | 12,771 | 12,875 | 11,390 | 10,875 | 10,875 | 10,875 | 10,875 |
| 6512-06 | Training, Education, & Seminars | 80,852 | 56,336 | 90,000 | 35,991 | 75,800 | 75,800 | 75,800 | 75,800 |
| 6905-06 | Medical Supplies | 1,247 | 2,653 | 3,500 | 2,849 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6908-06 | Clothing- Uniforms | 49,973 | 47,536 | 42,000 | 42,957 | 42,000 | 42,000 | 42,000 | 42,000 |
| 6910-06 | Criminal Investigation | 48,014 | 45,824 | 55,000 | 44,294 | 46,000 | 46,000 | 46,000 | 46,000 |
| 6911-06 | Canine Supplies & Equipment | 10,621 | 11,958 | 20,000 | 24,893 | 20,000 | 20,000 | 20,000 | 20,000 |
| 6950-06 | CALEA Expenses | 5,300 | | | | | | | |
| | TOTAL O&M CAPITAL OUTLAY | 446,733 | 435,493 | 507,475 | 401,354 | 499,525 | 499,525 | 499,525 | 484,525 |
| 7345-06 | | 403,180 | 388,377 | 420,000 | 408,125 | 414,600 | 414,600 | 414,600 | 414,600 |
| 7350-06 | Office Equipment | 3,297 | 2,231 | 4,000 | 946 | 4,000 | 4,000 | 4,000 | 4,000 |
| | Employee Safety Equipment | 31,287 | 17,463 | 23,981 | 23,858 | 23,150 | 23,150 | 23,150 | 23,150 |
| | Dive Team | 10,075 | 3,810 | 4,000 | 5,424 | 4,000 | 4,000 | 4,000 | 4,000 |
| | Emergency Services Unit | 2,886 | 11,930 | 14,000 | 16,202 | 14,000 | 14,000 | 14,000 | 4,000 |
| | Honor Guard | 2,252 | 491 | 2,500 | 3,063 | 2,500 | 2,500 | 2,500 | 2,500 |
| | VIPS | 193 | 1,212 | 2,500 | 2,483 | 2,500 | 2,500 | 2,500 | 2,500 |
| | Explorers | 565 | 1,259 | 2,500 | 360 | 2,500 | 2,500 | 2,500 | 2,500 |
| | TOTAL CAPITAL OUTLAY | 453,735 | 426,773 | 473,481 | 460,462 | 467,250 | 467,250 | 467,250 | 457,250 |
| | TOTAL ACTIVITY CENTER | 5,407,389 | 5,596,557 | 6,052,457 | 5,584,946 | 6,096,011 | 6,096,011 | 6,096,011 | 6,066,713 |

 43,554
 43,554
 43,554
 14,256

 0.7%
 0.7%
 0.7%
 0.2%

COUNTY OF CUMBERLAND

| 11-106 | DEPARTMENT: SHERIFF | | | | ACTIVITY CENTER: LAW ENFORCEMENT | | | |
|---------|--|---------------------------|---------------------------|---------------------------|--|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| 5120-06 | PERSONNEL SERVICES Wages & Salaries (FT) | 2,877,269 32,000 | 2,544,943 | 2,971,675 | Wages for full & part time staff. Wages for full-time departmental staff. | 2,971,675 | 2,971,675 | 2,971,675 |
| | | 3,000 | | (62,768) | Lake Region SRO .75 Contract/ Naples .25 | (62,768) | (62,768) | (62,768) |
| 5401-06 | Overtime | 588,519 | 774,095 | 606,175 | Wages for required overtime for coverage of vacations, sickness, holiday, worker's compensation, disability, etc., contract holiday changes and training. Plus 2.5% to cover raises. | 606,175 | 606,175 | 606,175 |
| 5510 | Health Insurance | 865,018 | 756,095 | 881,232 | , | 881,232 | 881,232 | 876,934 |
| 5520 | Retirement | 318,358 | 290,046 | 339,018 | | 339,018 | 339,018 | 339,018 |
| 5530 | Social Security | 265,133 | 249,942 | 273,705 | | 273,705 | 273,705 | 273,705 |
| 5540 | Workers Comp | 110,245 | 88,092 | 110,245 | | 110,245 | 110,245 | 110,245 |
| 5560 | Deferred Comp | 11,959 | 19,916 | 9,954 | | 9,954 | 9,954 | 9,954 |
| 5500-06 | Employee Benefits & Taxes | 1,570,713 | 1,404,093 | 1,614,154 | Benefits and taxes for departmental employees. | 1,614,154 | 1,614,154 | 1,609,856 |
| | TOTAL PERSONNEL SERVICES | 5,071,501 | 4,723,131 | 5,129,236 | 1.1% TOTAL | 5,129,235 | 5,129,236 | 5,124,938 |
| 6130-06 | OPERATIONS & MAINTENANCE Transportation & Lodging | | | | To pay Sheriffs office expenses for required travel (training, firearms training, etc.). Includes overnight | | | |
| | | 20,600 | 23,886 | , | lodging, meals, tolls, and other costs incidental to travel. New SRD Training, advanced forensic reconstruction for 2 - \$3400 | 16,300 | 16,300 | 16,300 |
| 6131-06 | Gas, Oil, & Grease | 190,000 | 156,274 | 190,000 | To provide gas for vehicles assigned to the law enforcement bureau. (increased cost of gasoline use of 77,139 gals at (\$2.60) | 190,000 | 190,000 | 190,000 |

LAW ENFORCEMENT

COUNTY OF CUMBERLAND

| ACCT # | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|-------------------------------------|---------------------------|---------------------------|---------------------------|---|-------------|----------------|-------------------|----------------------|
| 6232-06 | Electronic Equipment Repair | 16,000 | 9,522 | 30,300 | Fund repairs for all mobile and portable radios at the | | 30,300 | 30,300 | 15,300 |
| | | | | | the Sheriff's Office (Approx 100 radios). | \$ 7,500 | | | |
| | | | | | Radar Calibration. | \$ 4,000 | | | |
| | | | | | Accident Reconstruction cables/license/subscription | \$ 3,800 | | | |
| | | | | | Drone Replacement | | | | |
| 6501-06 | Training Supplies | 7,500 | 4,378 | 9,750 | Misc Training Supplies | | 9,750 | 9,750 | 9,750 |
| | | | | | Targets, Gun Cleaning Materials, CPR Supplies | | | | |
| | | | | | PowerDMS - Sim protective gear CPR Mannequin | \$ 2,000 | | | |
| | | | | | Inert Pepperball Training \$2250 | \$ 2,250 | | | |
| 6314 | Ammunition | 50,000 | 44,920 | 55,000 | Required firearm training- Law Enforcement | | 55,000 | 55,000 | 55,000 |
| | | | | | 40 Cal Duty Law Enforcement, ESU (Reg&night) - \$32,752 | | | | |
| | | | | | Shotgun - \$1150 | | | | |
| | | | | | Rifle 223 cal - \$1300 | | | | |
| | | | | | Rifle .308 cal \$950 | | | | |
| | | | | | 9mm \$725 | | | | |
| | | | | | Less Lethal \$1,100 | | | | |
| | | | | | * Ammunition increased in cost by 10%, same amount of ammo required | \$ 5,000 | | | |
| | | | | | ESU- Smoke, Non-Lethal, Distraction Devices and Gas (Increased Cost of Product) | \$ 7,600 | | | |
| | | | | | Add ADA, Reasonable Accommodation, Ammo | \$ 1,000 | | | |
| | | | | | Situation Shooting Scenarios - Additional Ammo | · | | | |
| 6509-06 | Books, Periodicals, & Subscriptions | 12,875 | 11,390 | 10,875 | Law enforcement statute literature required by law. incl. LEOM's | | 10,875 | 10,875 | 10,875 |
| | | | | | Maintain ongoing yearly needs. | | | | |
| | | | | | New Title 29 and 17A updates | \$ 2,000 | | | |
| | | | | | Callyo-\$2,750, SecureView \$2,000, CID GPS Tracker \$225, Cellebrite Mobile Device Examiner Licensing \$4000 | | | | |
| | | | | | | | | | |

LAW ENFORCEMENT

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|---------------------------------|---------------------------|---------------------------|---------------------------|---|-----------------------------------|----------------|-------------------|----------------------|
| 6512-06 | Training, Education, & Seminars | 90,000 | 35,991 | 75,800 | Provide for the training of agency members through inhouse training, training workshops and conferences to maintain the Maine Criminal Justice Academy Certifications, Federal, and accreditation training standards and to improve our member's skills, knowledge and abilities to deliver superior law enforcement services to our customers. Examples include: MCJA mandated annual training, crash reconstruction team, K-9 handler, Emergency Services Unit, Dive Team, Investigations, School Resource and Response to Active Shooter training. | \$ 25,500 | 75,800 | 75,800 | 75,800 |
| | | | | | Tactical/Negotiator Team Specialized Training Reimbursement for Certified Police Officers NYPD Homicide School - 2 Detectives CSI - Advanced Blood Stain Pattern Analysis - 2 Det. | 2,000 30,000 7,000 5,500 | | | |
| | | | | | Mobile Device Examiner Advanced (Certification | 5,800 \$75,800 | | | |
| 6905-06 | Medical Supplies | 3,500 | 2,849 | 3,500 | Mandatory inoculation for: Hepatitis B, TB,PPE equip. | | 3,500 | 3,500 | 3,500 |
| 6908-06 | Clothing- Uniforms | 42,000 | 42,957 | | Provided to staff under ongoing contract, increased due to staff turnover, including clothing allow/ CID.increase due to uniform cost increases. | | 42,000 | 42,000 | 42,000 |
| 6910-06 | Criminal Investigation | 55,000 | 44,294 | 46,000 | For drug analysis, lab supplies and chemicals used in the booking process. "Buy Money" for Investigations. Metro Forensic Unit \$32,650. | \$ (9,000) | 46,000 | 46,000 | 46,000 |
| 6911-06 | Canine Supplies & Equipment | 20,000 | 24,893 | 20,000 | General supplies for canine requirements. | | 20,000 | 20,000 | 20,000 |

COUNTY OF CUMBERLAND

| ACCT # | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|---------------------------|---------------------------|---------------------------|---------------------------|---|----|---------|----------------|-------------------|----------------------|
| | | | | | Food, equipment, Boarding of K9 Dogs and medical expenses for dog (drug search, article search, tracking) | \$ | 10,000 | | | |
| | | | | | Canine Replacement for 2020 | \$ | 10,000 | | | |
| | TOTAL O&M | 507,475 | 401,354 | 499,525 | | | TOTAL | 499,525 | 499,525 | 484,525 |
| | | 001,110 | 101,001 | 100,020 | | | | 100,020 | 100,020 | 101,020 |
| | CAPITAL OUTLAY | | | | | | | | | |
| 7345-06 | Vehicles | 420,000 | 408,125 | 414,600 | Cost of reinstalling all equipment on new vehicle; on old vehicle remove decals, repaint, repair rust, and refurbish. New light bars-on other rotation. K-9 Vehicle in addition to Fit up - \$4095 | | | 414,600 | 414,600 | 414,600 |
| | | | | | Vehicle fit up -9 new vehicles and refit step downs @ | | | | | |
| | | | | | \$8,200 = \$73800 8 - AWD Ford Utility - \$37000/ea - \$296,000 | \$ | (5,400) | | | |
| | | | | | Fit up Emergency Equipment-\$22,000 | φ | (5,400) | | | |
| | | | | | 1 - CID Cruiser @ \$34,800 | | | | | |
| 7350-06 | Office Equipment | 4,000 | 946 | 4,000 | Replace broken and worn out equipment. Internet access for 4 substations at \$50 month. | | | 4,000 | 4,000 | 4,000 |
| | | | | | internet access for 4 substations at \$50 month. | | | | | |
| 7360-06 | Employee Safety Equipment | 23,981 | 23,858 | 23,150 | Equipment for employees that enhance agency and public safety. | | | 23,150 | 23,150 | 23,150 |
| | | | | | Replacement equipment (3 radar units) \$7,800. | \$ | 7,800 | | | |
| | | | | | 2 Glocks w/lights @ \$608 - \$1,216 | | 1,216 | | | |
| | | | | | Replacement of Misc. Safety Equipment (Crowd Control) | | 1,600 | | | |
| | | | | | 3 Glocks @ \$475 | | 1,425 | | | |
| | | | | | Aim Point \$459 | | 459 | | | |
| | | | | | Small item electronics - \$1000. | \$ | 1,000 | | | |
| | | | | | 1 - portable radio units P25 @ \$1,450 | \$ | 1,450 | | | |
| | | | | | 1 Mobile Radios - \$1,900. | \$ | 1,900 | | | |

LAW ENFORCEMENT

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|----------|--------------------------|---------------------------|---------------------------|---------------------------|--|-----------------------|------------------|-------------------|----------------------|
| | | | | | Taser Cartridge \$6,300 | \$ 6,300 \$ 23,150 | | | |
| | | | | | | φ 23,130 | | | |
| 7367-06 | Dive Team | 4,000 | 5,424 | 4,000 | Dive Team Equipment (tanks, resp, wet suit replaced). 2 new tanks @ \$1000 Tank fills = \$3000 per year incl. inspection, cert., etc. Lift | | 4,000 | 4,000 | 4,000 |
| 7366-06 | Emergency Services Unit | 14,000 | 16,202 | | Miscellaneous equipment \$3000 Night Vision Scope Batteries - \$1000. | | 14,000 | 14,000 | 4,000 |
| | | | | | | | | | |
| 7368-06 | Honor Guard | 2,500 | 3,063 | 2,500 | | \$2,500 | 2,500 | 2,500 | 2,500 |
| 7369-06 | VIPS | 2,500 | 2,483 | 2,500 | | \$2,500 | 2,500 | 2,500 | 2,500 |
| 7370-06 | Explorers | 2,500 | 360 | 2,500 | | ¢2 500 | 2.500 | 2 500 | 2.500 |
| 7370 00 | TOTAL CAPITAL OUTLAY | | 460,462 | 467,250 | | \$2,500 TOTAL | 2,500 467,250 | 2,500 467,250 | 2,500 457,250 |
| | TOTAL LAW ENFORCEMENT | 6.050.457 | E E04 040 | 6,096,011 | | TOTAL | 6 006 040 | 6,096,011 | 6,066,713 |
| <u> </u> | TOTAL LAW LINI ORGENIENT | 6,052,457 | 5,584,946 | | | TOTAL | 6,096,010 | | |
| | | | | 43,554 0.7% | | | 43,553 0.7% | 43,554 0.7% | 14,256 0.2% |

ENTERPRISE ACTIVITIES TOTAL 2,136,248
OVERALL DEPARTMENTAL EXPENSES 8,232,258

| | Cumberland Co | ur | ity | Jail FY 2 | 20 | -21 Budg | je | t | | | | | | | | |
|--------------|--|-----|-----|-------------------|----|-------------------|----|-----------------------|----|----------|--------------|----|----------------|------------|-----------------|----------|
| | | | | 2018-19 Budget | | 2019-20 Budget | | 2019-20 Projection | 2 | 020-21 | Budget | | \$ Change | | | |
| | EXPENSES | | | | | | | | | | | | | | | |
| | PERSONNEL SERVICES | | | | | | | | | | | | | | | |
| 5120 | Wages & Salaries (FT) | S | \$ | 8,317,447 | \$ | 8,525,383 | \$ | 7,651,878 | \$ | 8 | ,738,518 | \$ | 213,135 | 2.5% wag | e increase | |
| 5401 | Overtime | S | \$ | 1,215,962 | \$ | 1,406,361 | \$ | 2,586,730 | \$ | 1 | ,441,520 | \$ | | Tied to wa | | |
| 5510 | Health Insurance | S | \$ | 2,231,241 | \$ | 2,342,803 | \$ | 2,182,701 | \$ | | ,401,373 | \$ | | 2.5% incre | | |
| 5520 | Retirement | S | \$ | 723,581 | \$ | 832,118 | \$ | 896,440 | \$ | | 930,000 | \$ | 97,882 | MPERS in | crease, trends | |
| 5530 | Social Security | S | \$ | 729,306 | \$ | 747,538 | \$ | 759,126 | \$ | ; | 769,965 | \$ | 22,427 | | | |
| 5540 | Workers Compensation | S | \$ | 260,000 | \$ | 260,000 | \$ | 224,027 | \$ | ; | 260,000 | \$ | - | Will come | closer to budge | et in 21 |
| 5560 | Deferred Comp | S | \$ | 42,000 | \$ | 42,000 | \$ | 42,148 | \$ | i i | 42,000 | \$ | - | | | |
| | TOTAL PERSONNEL: | BW | \$ | 13,519,536 | \$ | 14,156,203 | \$ | 14,343,050 | \$ | 14 | ,583,376 | \$ | 427,173 | | | |
| | OPERATIONS & MAINT. | Баг | | | | | | | 1 | | | | | | | |
| 6130 | Transportation & Lodging | S | \$ | 12,500 | \$ | 14,500 | \$ | 14,419 | \$ | ; | 14,500 | \$ | - | | | |
| 6131 | Gas, Oil, & Grease | S | \$ | 30,000 | \$ | 30,000 | \$ | 26,072 | \$ | | 25,000 | \$ | (5,000) | one year r | eduction | |
| 6132 | Vehicle Repair | F | \$ | 5,500 | \$ | 5,500 | \$ | 3,833 | \$ | ; | 5,500 | \$ | - | , | | |
| 6231 | Base Radio Repair | J | \$ | 5,500 | \$ | 5,500 | \$ | - | \$ | ; | 5,500 | \$ | - | | | |
| 6300 | Audit Services | J | \$ | 5,400 | \$ | - | \$ | - | \$ | , | - | \$ | - | | | |
| 6301 | Professional Services | S | \$ | 8,000 | \$ | 13,400 | \$ | 1,432 | \$ | | 9,400 | \$ | (4,000) | | | |
| | Legal Service | | \$ | 12,000 | \$ | 36,000 | \$ | 57,892 | \$ | i | 40,000 | \$ | 4,000 | | | |
| 6303 | Contract Special Services | S | \$ | 2,950,000 | \$ | 3,157,172 | \$ | 3,171,674 | \$ | 3 | ,222,428 | \$ | 65,256 | 5% increa | se to MGMT fee | e only |
| 6304 | Security Services | | \$ | 800 | \$ | 800 | \$ | 1,038 | \$ | | 900 | \$ | 100 | | | |
| 6400 | Insurance - Building & Contents | J | \$ | 91,122 | \$ | 91,122 | \$ | 91,122 | \$ | | 91,122 | \$ | - | | | |
| 6401 | Insurance - Liability | J | \$ | 176,936 | \$ | 176,936 | \$ | 176,936 | \$ | | 176,936 | \$ | - | | | |
| 6402 | Insurance- Vehicle | J | \$ | 17,173 | \$ | 17,173 | \$ | 17,173 | \$ | | 17,173 | \$ | - | | | |
| 6500 | Office Supplies | J | \$ | 26,000 | \$ | 26,000 | \$ | 23,839 | \$ | | 26,000 | \$ | - | | | |
| 6501 | Training Supplies | J | \$ | 10,000 | \$ | 10,000 | \$ | 15,341 | \$ | | 15,000 | \$ | 5,000 | | | |
| 6502 | Cleaning & Disinfecting Supplies | S | \$ | - | \$ | <u> </u> | \$ | 2,675 | \$ | | - | \$ | - | | | |
| 6504 | Maintenance Supplies | F | \$ | 15,500 | \$ | 15,500 | \$ | 16,934 | \$ | | 15,500 | \$ | - | | | |
| 6505 | Printing & Engraving | | \$ | 2,000 | \$ | 2,000 | \$ | 705 | \$ | | 2,000 | \$ | - | | | |
| 6506 | Postal Exense | | \$ | 2,800 | \$ | 2,800 | \$ | 3,552 | \$ | <u> </u> | 2,800 | \$ | - | | | |
| 6507 | Advertising | J | \$ | 5,000 | \$ | 5,000 | \$ | 393 | \$ | | 5,000 | \$ | - | | | |
| 6508 | Dues | J | \$ | 1,550 | \$ | 1,550 | \$ | 1,368 | \$ | | 1,550 | \$ | - | <u> </u> | | |
| | Books, Periodicals, & Subscipt. | J | \$ | 300 750 | Φ | 300 750 | Ф | 4,460 | \$ |) L | 300 3,750 | Φ | 2 000 | | | |
| 6510 | Tools and Implements | F | \$ | | | 11,000 | ¢ | 13,641 | \$ | | 12,600 | | 3,000 1,600 | | | |
| | Equipment Rental | J | \$ | 11,000 220,000 | | 60,000 | \$ | 25,539 | | | 60,000 | \$ | 1,600 | | | |
| 6512 6514 | Training, Education, & Seminars Maintenance Contracts | J | \$ | 43,000 | | 43,000 | \$ | 54,825 | | | 43,000 | \$ | <u>-</u> | | | |
| | Cleaning & Sanitary | F | \$ | 95,000 | | 95,000 | \$ | 80,618 | | | 90,000 | \$ | (5,000) | | | |
| 6601 | Snow removal & Grounds | F | \$ | 6,000 | | 6,000 | \$ | | \$ | | 6,000 | | (3,000) | | | |
| 6602 | Lots & Grounds maintenance | | \$ | 2,000 | | 4,000 | \$ | 5,495 | | | 4,000 | \$ | - | | | |
| | Building & Structure Repair | F | | | | | | | | | | | - | | | |
| | 5 - 5 | | \$ | 10,000 | \$ | 10,000 | \$ | 23,240 | \$ | i | 10,000 | \$ | - | | | |

| | | | 2018-19 | | 2019-20 | 2019-20 | | | | | |
|---------|---------------------------------|---|---------|------------|------------------|------------------|----|--------------|----------------|---------------------------|--|
| | | | | Budget | Budget | Projection | 20 | 20-21 Budget | \$ Change | | |
| 6604 | Heating & Cooling (HVAC) Repair | F | \$ | 31,000 | \$ 31,000 | \$ 54,000 | \$ | 45,000 | \$ 14,000 | Increased needs | |
| 6605 | Electrical Repair | F | \$ | 18,500 | \$ 18,500 | \$ 54,646 | \$ | 28,500 | \$ 10,000 | Increased needs | |
| 6606 | Painting Repair | F | \$ | 15,000 | \$ 15,000 | \$ 11,448 | \$ | 15,000 | \$ - | | |
| 6607 | Plumbing Repair | F | \$ | 7,250 | \$ 7,250 | \$ 16,496 | \$ | 14,000 | \$ 6,750 | Increased needs | |
| 6609 | Equipment Repair | F | \$ | 20,000 | \$ 20,000 | \$ 48,776 | \$ | 35,000 | \$ 15,000 | Increased needs | |
| 6800 | Telephone & Communication | J | \$ | 12,000 | \$ 12,000 | \$ 31,520 | \$ | 26,000 | \$ 14,000 | Shift from IT | |
| | Electricity Utility | F | \$ | 260,000 | \$ 260,000 | \$ 244,676 | \$ | 250,000 | \$ | New Contracts | |
| | Gas Utility | F | \$ | 210,000 | \$ 210,000 | \$ 169,605 | \$ | 195,000 | \$ (15,000) | New Contracts | |
| | Water Utility | F | \$ | 19,775 | \$ 19,775 | \$ 19,966 | \$ | 19,775 | \$ - | | |
| 6804 | Sewer Utility | F | \$ | 145,000 | \$ 145,000 | \$ 156,076 | \$ | 145,000 | \$ - | | |
| 6805 | Rubbish Removal | F | \$ | 18,500 | \$ 18,500 | \$ 27,981 | \$ | 18,500 | \$ - | | |
| 6806 | Fuel Oil | F | \$ | 4,700 | \$ 4,700 | \$ 4,590 | \$ | 4,700 | \$ - | | |
| 6900/02 | Alternative Sentencing | J | \$ | 3,000 | \$ 3,000 | \$ 4,717 | \$ | 5,500 | \$ 2,500 | | |
| 6903 | Food & Groceries | J | \$ | 644,000 | \$ 668,000 | \$ 592,298 | \$ | 658,800 | \$ (9,200) | | |
| 6904 | Institutional Supplies | J | \$ | 45,000 | \$ 45,000 | \$ 36,391 | \$ | 44,000 | \$ (1,000) | | |
| 6906 | Paper Goods | J | \$ | - | \$ - | \$ - | \$ | - | \$ - | | |
| 6907 | Clothing- Prisoners | J | \$ | 40,000 | \$ 40,000 | \$ 47,984 | \$ | 40,000 | \$ - | | |
| 6908 | Clothing- Uniforms | S | \$ | 60,000 | \$ 65,000 | \$ 37,318 | \$ | 65,000 | \$ - | | |
| 6912 | Booking Supplies | J | \$ | 15,000 | \$ 15,000 | \$ 8,498 | \$ | 15,000 | \$ - | | |
| 6913 | Safety | | \$ | - | \$ - | \$ - | \$ | 12,572 | \$ 12,572 | Additional safety needs | |
| 6914 | Non Food Items - Kitchen | J | \$ | 40,000 | \$ 45,000 | \$ 22,785 | \$ | 40,000 | \$ (5,000) | | |
| | PREA/ACA | | \$ | 10,000 | \$ 10,000 | \$ 10,531 | \$ | 8,000 | \$ (2,000) | | |
| | Drug Testing | | \$ | 12,000 | \$ 12,000 | \$ 1,968 | \$ | 12,000 | \$ - | | |
| 6950 | DOC 20% funds Pre Trial | J | \$ | 225,000 | \$ 225,000 | \$ 341,208 | \$ | 250,000 | \$ 25,000 | Need to catch up to usage | |
| | TOTAL O&M | | \$ | 5,621,556 | \$ 5,730,728 | \$ 5,810,928 | \$ | 5,853,306 | \$ 122,578 | | |
| | CAPITAL OUTLAY | | | | | | | | | | |
| 7305 | Camera | J | \$ | 9,000 | \$ 9,000 | \$ 9,000 | \$ | 9,000 | \$ _ | | |
| | Furniture & Fixtures | J | \$ | 20,000 | \$ 20,000 | \$ 20,000 | \$ | 20,000 | \$ _ | | |
| 7345 | Vehicles | J | \$ | 34,000 | \$ 46,000 | \$ 34,000 | \$ | 46,000 | \$ _ | | |
| | Office Equipment | J | \$ | 3,500 | \$ 3,500 | \$ 3,500 | \$ | 3,500 | \$ _ | | |
| | Computer hardware | J | \$ | 30,000 | \$ 30,000 | \$ 30,000 | \$ | 30,000 | \$ _ | | |
| | Safety Equipment | J | \$ | 28,000 | \$ 35,000 | \$ 28,000 | \$ | 34,000 | \$ (1,000) | | |
| | Fixtures/CIP | J | \$ | - | \$ - | , | | , | \$ - | | |
| | TOTAL CAPITAL OUTLAY | | \$ | 124,500 | \$ 143,500 | \$ 124,500 | \$ | 142,500 | \$ (1,000) | | |
| | | | | | | | | | - | | |
| | Total Expenses | | \$ | 19,265,593 | \$ 20,030,432 | \$ 20,278,478 | \$ | 20,579,182 | \$ 548,751 | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |
| | | | | | | | | | | | |

| | | | | 2018-19 | 2019-20 | 2019-20 | | | | | | |
|-------|--------------------------|-----|----|--------------|--------------------|--------------------|-----|--------------|----|-----------|-----------------|--|
| | NON TAX Revenues | | | Budget | Budget | Projection | 202 | 0-21 Budget | | \$ Change | | |
| 4100 | Jail Misc revenue | | \$ | 10,000 | \$ 10,000 | \$ 10,673 | \$ | 10,000 | \$ | - | | |
| 4600 | Jail Term Reimbursements | | \$ | 25,000 | \$ 25,000 | \$ 21,038 | \$ | 25,000 | \$ | - | | |
| | DOC INMATES | | \$ | 10,000 | \$ - | \$ - | \$ | - | \$ | - | | |
| 40 | US Marshall Service- | | \$ | 2,500,000 | \$ 2,650,000 | \$ 3,179,975 | \$ | 2,650,000 | \$ | - | | |
| 1.05 | ICE | | \$ | 125,000 | \$ 25,000 | 60,450 | \$ | 25,000 | \$ | - | | |
| | Work Release | | \$ | 42,500 | \$ 45,000 | 42,494 | \$ | 45,000 | \$ | - | | |
| | Other Counties Inmates | | \$ | 300,000 | \$ 500,000 | \$ 499,008 | \$ | 500,000 | \$ | - | | |
| | NON TAX Revenues | | \$ | 3,012,500 | \$ 3,255,000 | \$ 3,813,638 | \$ | 3,255,000 | \$ | - | | |
| | | | | 2018-19 | 2019-20 | 2019-20 | | | | | | |
| | State Funding & CAP | | | Budget | Budget | Projection | 202 | 0-21 Budget | | \$ Change | | |
| 11001 | Tax Cap County Taxes | | \$ | 13,126,093 | \$ 13,651,137 | \$ 13,651,137 | \$ | 14,197,182 | \$ | 546,045 | Maximum allowed | |
| 11001 | State DOC | | \$ | 3,127,000 | \$ 3,127,000 | \$ 3,115,000 | \$ | 3,127,000 | \$ | - | | |
| | State Funding & CAP | | \$ | 16,253,093 | \$ 16,778,137 | \$ 16,766,137 | \$ | 17,324,182 | \$ | 546,045 | | |
| | | | | 2018-19 | 2019-20 | 2019-20 | | | | | | |
| | Overall Budget | | | Budget | Budget | Projection | 202 | 0-21 Budget | : | \$ Change | | |
| | | | | | | | | | | | | |
| | NON TAX REVENUES | | \$ | 3,012,500 | 3,255,000 | 3,813,638 | \$ | 3,255,000 | | - | | |
| | STATE & CAP FUNDING | | \$ | 16,253,093 | \$ 16,778,137 | 16,766,137 | \$ | 17,324,182 | | 546,045 | | |
| | TOTAL REVENUES | | \$ | 19,265,593 | \$ 20,033,137 | | \$ | 20,579,182 | | 546,045 | | |
| | EXPENSES | | \$ | (19,265,593) | \$ (20,030,432) | \$ (20,278,478) | \$ | (20,579,182) | \$ | (548,751) | | |
| | | | ļ | | | | | | | | | |
| | Cap Max increase allow | red | \$ | 546,045.47 | | | | | | | | |
| | | | | \$14,197,182 | | | | | | | | |
| | Actual Increase | | | \$546,045 | | | | | | | | |
| | Amount under/(over) cap | | \$ | - | | | | | | | | |



Sheriff's Office-Civil Division

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

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

REVENUES EXPENSES 2021

| | 2017 Actual | 2018 Actual | 2019 Actual | 2021 Budget | | Labor | O&M | Capital | TOTAL |
|-----|-------------|-------------|-------------|-------------|---------------|---------|--------|---------|---------|
| CIV | 244,872 | 278,445 | 239,740 | 325,000 | Civil Process | 372,532 | 57,770 | 2,250 | 432,552 |
| | | | | | | | | | |
| | | | • | \$ 325,000 | | | | | |

Enterprise Fund:

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

Statistics Personnel

Other areas served by "outside enterprise deputies"

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

COUNTY OF CUMBERLAND

| 11-106 | DEPARTMENT: SHERIFF | NTER: CIVIL PR | ROCESS | | | | | | |
|----------|-------------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | | | | | | | , | | |
| | PERSONNEL SERVICES | | | | l | & part time sta | | | |
| | Wages & Salaries(FT) | 190,423 | 210,707 | 277,886 | 213,323 | 280,665 | 280,665 | 280,665 | 283,444 |
| 5500-08 | Employee Benefits & Taxes | 87,765 | 79,597 | 81,895 | 81,314 | 89,088 | 89,088 | 89,088 | 89,088 |
| | TOTAL PERSONNEL SERVICES | 278,188 | 290,304 | 359,781 | 294,638 | 369,753 | 369,753 | 369,753 | 372,532 |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130-08 | Transportation & Lodging | 27,434 | 30,739 | 31,000 | 29,154 | 43,000 | 37,000 | 37,000 | 37,000 |
| 6500-08 | Office Supplies | 871 | 1,086 | 1,500 | 780 | 1,800 | 1,500 | 1,500 | 1,500 |
| 6505-08 | Printing & Engraving | | 1,435 | 1,750 | - | 1,750 | 1,200 | 1,200 | 1,200 |
| 6506-08 | Postal Expenses | 9,907 | 8,430 | 11,000 | 10,495 | 14,700 | 13,000 | 13,000 | 13,000 |
| 6509-08 | Books, Periodicals, & Subscriptions | - | - | 750 | - | 750 | - | - | - |
| 6513-08 | Leases & Service Agreements | - | - | - | - | - | - | - | - |
| 6800-08 | Telephone & Communication | 2,171 | 1,893 | 2,600 | 1,990 | 3,470 | 3,470 | 3,470 | 3,470 |
| 6908-08 | Clothing- Uniforms | 1,200 | 1,200 | 1,600 | 1,200 | 1,600 | 1,600 | 1,600 | 1,600 |
| | TOTAL O&M | 41,583 | 44,783 | 50,200 | 43,619 | 67,070 | 57,770 | 57,770 | 57,770 |
| | CAPITAL OUTLAY | | | | | | | | |
| 7350-08 | Office Equipment | _ | _ | 2,250 | _ | 2,250 | 2,250 | 2,250 | 2,250 |
| 1 222 30 | TOTAL CAPITAL OUTLAY | | | 2,250 | - | 2,250 | 2,250 | 2,250 | 2,250 |
| | | | | , | | , | , | , | , |
| | TOTAL ACTIVITY CENTER | 319,771 | 335,087 | 412,231 | 338,257 | 439,073 | 429,773 | 429,773 | 432,552 |
| | | | | | | 26,842 | 17,542 | 17,542 | 20,321 |
| | | | | | | 6.5% | 4.3% | 4.3% | 4.9% |

CIVIL PROCESS

| 11-106 | 1-106 DEPARTMENT: SHERIFF ACTIVITY CENTER: CIVIL PROCESS | | | | | | | | | | | |
|---------|--|---------------------------|---------------------------|------------------------|--|----|--------|----------------|-------------------|----------------------|--|--|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET | | |
| | PERSONNEL SERVICES | | | | | | | | | | | |
| 5120-08 | Wages & Salaries (FT) | 210,833 | 213,323 | 280,665 | Wages for full & part time staff. | | | 280,665 | 280,665 | 283,444 | | |
| | | 67,053 | | | New Civil Deputy | | | | | | | |
| 5510 | Health Insurance | 42,441 | 42,329 | 43,502 | | | | 43,502 | 43,502 | 43,290 | | |
| 5520 | Retirement | 15,394 | 15,672 | 15,548 | | | | 15,548 | 15,548 | 15,548 | | |
| 5530 | Social Security | 15,493 | 16,468 | 21,471 | | | | 21,471 | 21,471 | 21,683 | | |
| 5540 | Workers Comp | 8,567 | 6,846 | 8,567 | | | | 8,567 | 8,567 | 8,567 | | |
| 5560 | Deferred Comp | | | - | | | | | | | | |
| 5500.00 | Franksia Barafita 8 Taura | 04.005 | 04.044 | 00.000 | Deposits and source for Civil Deposition | | | 00.000 | 00.000 | 00.000 | | |
| 5500-08 | Employee Benefits & Taxes | 81,895 | 81,314 | | Benefits and taxes for Civil Deputies. | | TOTAL | 89,088 | 89,088 | 89,088 | | |
| | TOTAL PERSONNEL SERVICES | 359,781 | 294,638 | 369,753 | | | TOTAL | 369,753 | 369,753 | 372,532 | | |
| 0400.00 | OPERATIONS & MAINTENANCE | 04.000 | 00.454 | 40.000 | Lange of the second of the sec | • | 40.000 | 07.000 | 07.000 | 07.000 | | |
| 6130-08 | Transportation & Lodging | 31,000 | 29,154 | 43,000 | Mileage reimbursements for process serving. (Increasing trend) | \$ | 12,000 | 37,000 | 37,000 | 37,000 | | |
| | | | | | (moreading derica) | | | | | | | |
| 6500-08 | Office Supplies | 1,500 | 780 | 1,800 | Departmental office supplies including extra copy charges, special form printing, and business card printing for process serving. | | | 1,500 | 1,500 | 1,500 | | |
| | | | | | Increase Product Cost | \$ | 300 | | | | | |
| 6505.09 | Printing & Engraving | 1,750 | | 1 750 | Average of last 3 years. | φ | 300 | 1,200 | 1,200 | 1,200 | | |
| 0303-00 | Trinking & Engraving | 1,730 | | 1,750 | Average of last 3 years. | | | 1,200 | 1,200 | 1,200 | | |
| 6506-08 | Postal Expenses | 11,000 | 10,495 | 14,700 | Postage fees for process serving. | | | 13,000 | 13,000 | 13,000 | | |
| | • | | | | Increase Product/Service Cost | \$ | 3,700 | | | | | |
| 6509-08 | Books, Periodicals, & Subscriptions | 750 | | 750 | Statute updates. | | | | | | | |
| | | | | | | | | | | | | |
| 6513-08 | Leases & Service Agreements | | | | Pager rentals. (3) | | | | | | | |
| | | | | | | | | | | | | |
| 6800-08 | Telephone & Communication | 2,600 | 1,990 | 3,470 | Departmental phone expenses. (average of last | \$ | 120 | 3,470 | 3,470 | 3,470 | | |
| | | | | | 3 years) Purchase Iphones (\$200*4=\$800)monthly data | \$ | 750 | | | | | |
| | | | | | plans \$45 month *12 *4=\$2160 | Ψ | 750 | | | | | |
| | | | | | | | | | CIV/II | DDOCESS | | |
| 6908-08 | Clothing- Uniforms | 1,600 | 1,200 | | Uniform and clothing expenses. | \$ | 1,200 | 1,600 | | PROG <u>F</u> SS | | |
| | TOTAL O&M | 50,200 | 43,619 | 67,070 | | | TOTAL | 57,770 | 57,770 | 57,770 | | |

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|---------|----------------------|---------------------------|---------------------------|------------------------|--|-------|----------------|-------------------|----------------------|
| | CAPITAL OUTLAY | | | | | | | | |
| 7350-08 | Office Equipment | 2,250 | | 2,250 | Office equipment for Civil division. | | 2,250 | 2,250 | 2,250 |
| | | | | | 3 chairs - \$500/piece, replace old/broken | 1,500 | | | |
| | TOTAL CAPITAL OUTLAY | 2,250 | | 2,250 | | TOTAL | 2,250 | 2,250 | 2,250 |
| | | | | | | | | | |
| | TOTAL CIVIL PROCESS | 412,231 | 338,257 | 439,073 | | TOTAL | 429,773 | 429,773 | 432,552 |
| | | | • | 26,842 | | | 17,542 | 17,542 | 20,321 |
| | | | | 6.5% | | | 4.3% | 4.3% | 4.9% |

| ENTERPRISE ACTIVITIES TOTAL | 260,000 |
|-------------------------------|---------|
| OVERALL DEPARTMENTAL EXPENSES | 692,552 |



Registry of Deeds

Nancy Lane Registrar of Deeds

Wages for full & part time staff.

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

REVENUES EXPENSES 2021

| | 2017 Actual | 2018 Actual | 2019 Actual | 2021 Budget | Type of Revenue | Labor | O&M | Capital | TOTAL |
|-------|--------------|--------------|--------------|--------------|------------------------------------|---------|---------|---------|---------|
| Deeds | 2,577 | 1,840 | 1,721 | 2,500 | Register of Deeds - Misc. Revenue | 520,398 | 199,210 | 4,000 | 723,608 |
| Deeds | 1,517,875 | 1,550,542 | 1,656,239 | 1,425,000 | Register of Deeds - Recording Fees | | | | |
| Deeds | 1,266,474 | 1,442,287 | 1,344,983 | 1,200,000 | Register of Deeds - Transfer Tax |] | | | |
| Deeds | 401,451 | 404,449 | 373,177 | 375,000 | Register of Deeds - Copies | | | | |
| Deeds | - | | | | | | | | |
| Deeds | \$ 3,188,378 | \$ 3,399,119 | \$ 3,376,120 | \$ 3,002,500 | | | | | |

Statistics Personnel

| | | Full Time | Part Time |
|--|-------------------|-----------|-----------|
| Approx number of recorded documents | REGISTER OF DEEDS | 1 | |
| each year, deeds etc 70,000 | DEPUTY REGISTER | 1 | |
| | CLERK II | 5 | |
| Average number of plans 600 | | | |
| Revenues derived from recording is \$1.4 million | | | |
| Transfer tax to State at 90% \$ 8,000,000 | | | |
| Transfer tax to the County \$ 800,000 | | 7 | |
| | | _ | |

COUNTY OF CUMBERLAND

| 11-107 | DEPARTMENT: REGISTRY OF DEEDS | | | | | | | | |
|--------|-------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | | | | | | | | | |
| | PERSONNEL SERVICES | | _ | ull & part time | | | | | |
| 5120 | Wages & Salaries (FT) | 384,332 | 321,140 | 398,428 | 326,150 | 360,098 | 360,098 | 360,098 | 363,664 |
| 5401 | Overtime | - | - | - | - | - | - | - | - |
| 5500 | Employee Benefits & Taxes | 139,841 | 131,160 | 166,121 | 137,191 | 156,952 | 156,952 | 156,952 | 156,734 |
| | TOTAL PERSONNEL SERVICES | 524,173 | 452,300 | 564,549 | 463,341 | 517,050 | 517,050 | 517,050 | 520,398 |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130 | Transportation & Lodging | 6,288 | 3,545 | 6,300 | 5,761 | 6,300 | 6,300 | 6,300 | 6,300 |
| 6500 | Office Supplies | 8,064 | 6,228 | 8,000 | 7,339 | 7,500 | 7,500 | 7,500 | 7,500 |
| 6505 | Printing & Engraving | 235 | 178 | 1,160 | 689 | 960 | 960 | 960 | 960 |
| 6506 | Postal Expenses | 13,622 | 14,126 | 14,000 | 17,629 | 14,000 | 14,000 | 14,000 | 14,000 |
| 6507 | Advertising | - | _ | - | - | - | - | - | - |
| 6508 | Dues | 430 | 430 | 450 | 430 | 450 | 450 | 450 | 450 |
| 6512 | Training & Education | 2,511 | 2,729 | 3,500 | 1,235 | 3,500 | 3,500 | 3,500 | 3,500 |
| 6513 | Leases & Service Agreements | 155,158 | 163,100 | 158,500 | 158,207 | 158,500 | 158,500 | 158,500 | 158,500 |
| 6800 | Telephone & Communication | 6,698 | 8,020 | 8,000 | 5,734 | 8,000 | 8,000 | 8,000 | 8,000 |
| | TOTAL O&M | 193,006 | 198,356 | 199,910 | 197,024 | 199,210 | 199,210 | 199,210 | 199,210 |
| | CAPITAL OUTLAY | | | | | | | | |
| 7350 | Office Equipment | 4,203 | 2,180 | 4,000 | 3,405 | 4,000 | 4,000 | 4,000 | 4,000 |
| . 555 | TOTAL CAPITAL OUTLAY | 4,203 | 2,180 | 4,000 | 3,405 | 4,000 | 4,000 | 4,000 | 4,000 |
| | TOTAL GAPITAL GUILAT | 4,203 | 2,100 | 4,000 | 3,405 | 4,000 | 4,000 | 4,000 | 4,000 |
| | TOTAL DEPARTMENT | 721,382 | 652,836 | 768,459 | 663,771 | 720,260 | 720,260 | 720,260 | 723,608 |
| | | | | | | (48,199) | (48,199) | (48,199) | (44,851) |

(48,199) (48,199) (48,199) (44,851) -6.3% -6.3% -6.3% -5.8%

COUNTY OF CUMBERLAND

| 11-107 | | | | | | | | | | | | | |
|--------------------------------------|--|--------------------------------------|--|--------------------------------------|---|--------------------------------------|--------------------------------------|-------------------------------------|--|--|--|--|--|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET | | | | | |
| | PERSONNEL | | | | | | | | | | | | |
| 5120 | Wages & Salaries (FT) | 398,428 | 326,150 | 360,098 | Wages for full-time departmental staff. | 360,098 | 360,098 | 363,664 | | | | | |
| 5401 | Overtime | - | - | - | Wages for required overtime work. | - | - | - | | | | | |
| 5510 5520 5530 5540 5560 | Health Insurance Retirement Social Security Workers Comp Deferred Comp | 103,025 30,500 30,480 2,116 | 88,232 23,609 23,552 1,690 107 | 100,447 26,841 27,548 2,116 | | 100,447 26,841 27,548 2,116 | 100,447 26,841 27,548 2,116 | 99,957 26,841 27,820 2,116 | | | | | |
| 5500 | Employee Benefits & Taxes TOTAL PERSONNEL SERVICES | 166,121 564,549 | 137,191 463,341 | <u>156,952</u> 517,050 | Taxes and benefits for departmental employees8.4% TOTA | <u>156,952</u> 517,050 | 156,952 517,050 | 156,734 520,398 | | | | | |
| 6130 | OPERATIONS & MAINTENANCE Transportation & Lodging | 6,300 | 5,761 | 6,300 | Travel expenses to be associated with Registry meetings and MCCA Convention. PRIA Conference Participating/testifying at legislative hearings | 6,300 | 6,300 | 6,300 | | | | | |
| 6500 | Office Supplies | 8,000 | 7,339 | 7,500 | General office supplies used in the Registry, Soap for bathrooms and kitchen, used by Registry and Assessing Subscription to Portland Press Herald, Water (used by public and Assessing) | 7,500 | 7,500 | 7,500 | | | | | |
| 6505 6506 | Printing & Engraving Postal Expenses | 1,160 14,000 | 689 17,629 | | Printing letterhead, stationary, & business cards. Toner Cartridges (From IT Budget) Registry postal costs in mail back of original docs Yearly fee for postal box rental. | 960 14,000 | 960 14,000 | 960 14,000 | | | | | |
| 6507 | Advertising | - | _ | - | Posting position vacancies. | _ | _ | - | | | | | |

REGISTRY OF DEEDS

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|---------------------------------|---------------------------|---------------------------|---------------------------|---|-------|---------------------|---------------------|----------------------|
| 6508 | Dues | 450 | 430 | 450 | Membership fees associated with the Registry of Deeds Association, PRIA | | 450 | 450 | 450 |
| 6512 | Training & Education | 3,500 | 1,235 | 3,500 | Seminars & Supervisor Training, PRIA Conference | | 3,500 | 3,500 | 3,500 |
| 6513 | Leases & Service Agreements | 158,500 | 158,207 | | ACS contract (with maintenance.) Lease copy machines. (1) Plan machine contract. Records retention Parking Leases for 8 vehicles for \$150+ Postage Meter lease/maintenance | | 158,500 | 158,500 | 158,500 |
| 6800 | Telephone & Communication | 8,000 | 5,734 | 8,000 | Telephone exp at Pearl Street @ \$300 month Time Warner Internet \$175 month | | 8,000 | 8,000 | 8,000 |
| | TOTAL O&M | 199,910 | 197,024 | 199,210 | | TOTAL | 199,210 | 199,210 | 199,210 |
| 7350 | CAPITAL OUTLAY Office Equipment | 4,000 | 3,405 | 4,000 | Plan cabinets , Bookcases, stools and fatigue mats | | 4,000 | 4,000 | 4,000 |
| | TOTAL CAPITAL OUTLAY | 4,000 | 3,405 | 4,000 | | TOTAL | 4,000 | 4,000 | 4,000 |
| | TOTAL DEEDS | 768,459 | 663,771 | 720,260 | | TOTAL | 720,260 (48,199) | 720,260 (48,199) | 723,608 |

48,199) (48,199) (48,199) (44,851) -6.3% -6.3% -5.8%



Wages for full & part time staff.

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

REVENUES EXPENSES 2021

| | 2017 Actual | 2018 Actual | 2019 Actual | 2021 Budget | | Labor | O&M | Capital | TOTAL |
|------|-------------|-------------|-------------|-------------|---------------------------------|---------|---------|---------|---------|
| Prob | 431,708 | 449,581 | 423,195 | 440,000 | Register of Probate - Fees | 526,978 | 144,655 | - | 671,633 |
| Prob | 45,801 | 50,384 | 48,039 | 45,000 | Register of Probate - Notices | | | | |
| Prob | 28,811 | 27,360 | 26,265 | 25,000 | Register of Probate - Abstracts | | | | |
| Prob | 18,310 | 23,233 | 26,377 | 13,000 | Register of Probate - Handling | | | | |
| Prob | 27,036 | 27,908 | 30,322 | 22,000 | Register of Probate - Forms | | | | |
| Prob | \$ 551,666 | \$ 578,465 | \$ 554,198 | \$ 545,000 | | | | | |

Personnel **Statistics**

| | | | PROBATE | Full Time | Part Time |
|--------------------------|-------|------|---------------------|-----------|-----------|
| Some general statistics: | 2018 | 2019 | REGISTER OF PROBATE | 1 | |
| Estate Matters | 1622 | | DEPUTY REGISTER | 1 | |
| Guardianship Matters | 447 | | CLERK II | 3 | 1 |
| Name Changes | 319 | | JUDGE OF PROBATE | 1 | |
| Adoption Matters | 117 | | LEGAL SECRETARY | 1 | |
| Civil Matters | 20 | | | | |
| Annual types of cases: | 2,525 | - | | | |
| _ | | | | | |
| | | | | 7 | 1 |

| 11-108 | DEPARTMENT: REGISTRY OF PROBATE | | | | | | | | |
|--------|-------------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL SERVICES | | | Nadeen Danie | els, Register | | | | |
| 5120 | Wages & Salaries (FT) | 318,563 | 342,812 | 380,439 | 345,234 | 392,335 | 392,335 | 392,335 | 396,219 |
| 5500 | Employee Benefits & Taxes | 102,533 | 118,075 | 120,908 | 113,501 | 130,817 | 130,817 | 130,817 | 130,759 |
| | TOTAL PERSONNEL SERVICES | 421,096 | 460,887 | 501,347 | 458,735 | 523,152 | 523,152 | 523,152 | 526,978 |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130 | Transportation & Lodging | 848 | 297 | 6,500 | 2,551 | 4,000 | 4,000 | 4,000 | 4,000 |
| 6301 | Professional Services | 11,193 | 9,170 | 20,000 | 2,031 | 5,000 | 5,000 | 5,000 | 5,000 |
| 6305 | Stenographer - Transcripts | - | 622 | 500 | - | 500 | 500 | 500 | 500 |
| 6306 | Attorneys - Court Appointed | 25,532 | 54,290 | 55,000 | 37,742 | 45,000 | 45,000 | 45,000 | 45,000 |
| 6401 | Insurance- Liability | 353 | 354 | 380 | 372 | 380 | 380 | 380 | 380 |
| 6500 | Office Supplies | 5,627 | 6,335 | 6,500 | 6,610 | 7,000 | 7,000 | 7,000 | 7,000 |
| 6505 | Printing & Engraving | 234 | 294 | 295 | 179 | 300 | 300 | 300 | 300 |
| 6506 | Postal Expenses | 6,706 | 7,146 | 8,000 | 7,856 | 8,500 | 8,500 | 8,500 | 8,500 |
| 6507 | Advertising | 8,934 | 10,819 | 11,000 | 11,532 | 12,000 | 12,000 | 12,000 | 12,000 |
| 6508 | Dues | 900 | 625 | 675 | 275 | 675 | 675 | 675 | 675 |
| 6509 | Books, Periodicals, & Subscriptions | 6,051 | 5,598 | 6,500 | 5,859 | 6,500 | 6,500 | 6,500 | 6,500 |
| 6512 | Training, Education, & Seminars | 4,249 | 1,834 | 4,000 | 5,861 | 1,500 | 1,500 | 1,500 | 1,500 |
| 6513 | Leases & Service Agreements | 2,362 | 1,298 | 1,800 | 1,376 | 1,800 | 1,800 | 1,800 | 1,800 |
| 6700 | Abstract Fees | 16,328 | 14,245 | 15,000 | 14,833 | 16,000 | 16,000 | 16,000 | 16,000 |
| 6800 | Telephone & Communication | 435 | 634 | 500 | 196 | 500 | 500 | 500 | 500 |
| 6807 | Visitor Expenses | 27,984 | 27,070 | 32,000 | 30,964 | 35,000 | 35,000 | 35,000 | 35,000 |
| | TOTAL O&M | 117,736 | 140,631 | 168,650 | 128,236 | 144,655 | 144,655 | 144,655 | 144,655 |
| | CAPITAL OUTLAY | | | | | | | | |
| 7325 | Furniture & Fixtures | - | - | - | - | - | - | - | - |
| 7355 | Computer Hardware | - | - | - | - | - | - | - | - |
| | TOTAL CAPITAL OUTLAY | - | - | - | - | - | - | | - |
| | TOTAL DEPARTMENT | 538,832 | 601,518 | 669,997 | 586,972 | 667,807 | 667,807 | 667,807 | 671,633 |
| | | , - | , - | , - | , | (2,190) | (2,190) | (2,190) | |

(2,190) (2,190) (2,190) 1,636 -0.3% -0.3% -0.3% 0.2%

COUNTY OF CUMBERLAND

| 11-108 | DEPARTMENT: REGISTRY OF PROB | BATE | | | | | | |
|--------|---|---------------------------|---------------------------|---------------------------|---|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL | | | | | | | |
| 5120 | Wages & Salaries (FT) | 358,539 | 345,234 | 392,335 | Wages for full & part time staff. | 392,335 | 392,335 | 396,219 |
| | | 21,900 | | | | | | |
| 5510 | Health Insurance | 66,993 | 62,099 | 72,808 | | 72,808 | 72,808 | 72,453 |
| 5520 | Retirement | 14,904 | 15,392 | 18,174 | | 18,174 | 18,174 | 18,174 |
| 5530 | Social Security | 29,104 | 27,533 | 30,014 | | 30,014 | 30,014 | 30,311 |
| 5540 | Workers Comp | 1,384 | 1,106 | 1,384 | | 1,384 | 1,384 | 1,384 |
| 5560 | Deferred Comp | 8,524 | 7,372 | 8,437 | | 8,437 | 8,437 | 8,437 |
| | · | | | | | | | |
| 5500 | Employee Benefits & Taxes | 120,908 | 113,501 | 130,817 | Benefits and taxes for departmental employees. | 130,817 | 130,817 | 130,759 |
| | TOTAL PERSONNEL SERVICES | 501,347 | 458,735 | 523,152 | TOTAL | 523,152 | 523,152 | 526,978 |
| 6130 | OPERATIONS & MAINTENANCE Transportation & Lodging | 6,500 | 2,551 | 4,000 | Direct travel expenses related to judicial conferences, registers' meetings, educational seminars/workshops, leglislative hearings. | 4,000 | 4,000 | 4,000 |
| 6301 | Professional Services | 20,000 | 2,031 | 5,000 | Paralegal Services for the Judge of Probate; Interpreter fees; Sheriff Service. Judge handles the bulk of his own case research and writing without the assistance of a contracted paralegal. | 5,000 | 5,000 | 5,000 |
| 6305 | Stenographer - Transcripts | 500 | - | 500 | Expenses for recording and transcription | 500 | 500 | 500 |
| 6306 | Attorneys - Court Appointed | 55,000 | 37,742 | 45,000 | Appointed counsel for unprotected wards in judicial proceedings (Maine law requirement) and indigent parties . Probate Code amended 9/2019 will produce greater number of court appt'd attorneys in Guardianship cases. | 45,000 | 45,000 | 45,000 |

REGISTRY OF PROBATE

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-------------------------------------|---------------------------|---------------------------|---------------------------|---|----------------|-------------------|----------------------|
| 6401 | Insurance- Liability | 380 | 372 | 380 | Liability Insurance \$138; MCCA RISK POOL \$192.52; BROKER FEE \$21.64 | 380 | 380 | 380 |
| 6500 | Office Supplies | 6,500 | 6,610 | 7,000 | Paper, electronic storage media, toner, docket pages, case folders and label system, reproduction supplies, office sundries | 7,000 | 7,000 | 7,000 |
| 6505 | Printing & Engraving | 295 | 179 | 300 | Printing of official probate and court forms for resale: general office printing, including letterhead, envelopes, will security labels, receipts, forms, cards: public information and education materials and brochures | 300 | 300 | 300 |
| 6506 | Postal Expenses | 8,000 | 7,856 | 8,500 | Toner Cartridges (From IT Budget) Postage | 8,500 | 8,500 | 8,500 |
| 6507 | Advertising | 11,000 | 11,532 | 12,000 | Newspaper legal notice advertising. | 12,000 | 12,000 | 12,000 |
| 6508 | Dues | 675 | 275 | 675 | ME Probate Judges \$275; Nat'l College of Probate \$150; Cleaves Law Library \$150; ME Assn. Registers \$100 | 675 | 675 | 675 |
| 6509 | Books, Periodicals, & Subscriptions | 6,500 | 5,859 | 6,500 | Bar Directory; Law books and statutes updates: Probate & Family Law, Civil Rules; Online Legal Research Subscriptions (case law) | 6,500 | 6,500 | 6,500 |
| 6512 | Training, Education, & Seminars | 4,000 | 5,861 | | Legal Education Seminars; Staff Development. Increased training demands for Judge and Register during 2020 as a result of new Probate Code. | 1,500 | 1,500 | 1,500 |
| 6513 | Leases & Service Agreements | 1,800 | 1,376 | | Photocopier In the past, ICON service fee was charged to this account; 2017 ICON fees are now charged to surcharge account | 1,800 | 1,800 | 1,800 |

REGISTRY OF PROBATE

| ACCT # | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|--------|-------------------------------------|---------------------------|---------------------------|---------------------------|---|-------|----------------|-------------------|----------------------|
| 6700 | Abstract Fees | 15,000 | 14,833 | | Required recording fees to Register of Deeds for deed transfers concerning probated estates. **Pass through expense | | 16,000 | 16,000 | 16,000 |
| 6800 | Telephone & Communication | 500 | 196 | | Local and long distance telephone charges, mobile telephone services, radio paging services for on call response | | 500 | 500 | 500 |
| 6807 | Visitor /Fingerprint Expe | 32,000 | 30,964 | | Visitor fees in adult guardianship cases as required by Maine law. Additional duties of Visitors under the new Probate Code will result in an increase to the Visitor costs. **Pass through expense | | 35,000 | 35,000 | 35,000 |
| | | | | | | | | | |
| | TOTAL O&M | 168,650 | 128,236 | 144,655 | | TOTAL | 144,655 | 144,655 | 144,655 |
| 7325 | CAPITAL OUTLAY Furniture & Fixtures | | | | Judges chambers, lights, chair paint | | | | |
| 1323 | r uniture & rixtures | | | | Judges Chambers, lights, Chair paint | | | | |
| 7355 | Computer Hardware | - | - | | Court Recording - New Probate Code requires audio/visual opportunity be provided for guardianship cases. | | - | - | - |
| | | | | | | | | | |
| | TOTAL CAPITAL OUTLAY | - | - | - | | TOTAL | - | - | - |
| | TOTAL PROBATE | 669,997 | 586,972 | 667,807 | | TOTAL | 667,807 | 667,807 | 671,633 |
| | | | | (2,190) | | | (2,190) | (2,190) | 1,636 |
| | | | | -0.3% | | | -0.3% | -0.3% | 0.2% |



Alex Kimball, Deputy County Manager of Finance

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

REVENUES EXPENSES 2021

| 2017 Actual | 2018 Actual | 2019 Actual | 2021 Budget | Labor | O&M | Capital | TOTAL |
|-------------|-------------|-------------|-------------|---------|---------|---------|---------|
| | No revenues | - | | 472,322 | 100,236 | 1,000 | 573,558 |
| | | | | | | | |
| | | | \$ - | | | | |

Statistics Personnel

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

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

| 11-109 | DEPARTMENT: FINANCE | | FINANCE DEF | PARTMENT | | | | | |
|--------|-------------------------------------|----------------|----------------|---------------------------|---------------------------|---------------------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2017 ACTUAL | 2018 ACTUAL | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | DEDOCAME OFFICE | | | | , | | | | |
| | PERSONNEL SERVICES | | | & part time sta | | | | | |
| 5120 | Wages & Salaries (FT) | 266,958 | 302,549 | 342,787 | 326,174 | 356,458 | 356,458 | 356,458 | 359,987 |
| 5401 | Overtime | 15,345 | 14,235 | 4,500 | 2,060 | 1,500 | 1,500 | 1,500 | 1,500 |
| 5500 | Employee Benefits & Taxes | 88,143 | 103,997 | 115,875 | 109,179 | 110,808 | 110,808 | 110,808 | 110,835 |
| | TOTAL PERSONNEL SERVICES | 370,446 | 420,781 | 463,162 | 437,413 | 468,766 | 468,766 | 468,766 | 472,322 |
| 6130 | Transportation & Lodging | 69 | 209 | 2,000 | 1,079 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6300 | Accounting & Audit Fees | 18,234 | 20,735 | 22,000 | 20,410 | 23,500 | 23,500 | 23,500 | 23,500 |
| 6401 | Insurance- Liability | -, - | 116 | 396 | - | 396 | 396 | 396 | 396 |
| 6500 | Office Supplies | 6,223 | 4,509 | 4,500 | 3,921 | 4,500 | 4,500 | 4,500 | 4,500 |
| 6505 | Printing & Engraving | 460 | 442 | 1,000 | 515 | 1,000 | 1,000 | 1,000 | 1,000 |
| 6506 | Postal Expenses | 5,555 | 3,811 | 5,500 | 4,552 | 5,500 | 5,500 | 5,500 | 5,500 |
| 6508 | Dues | 1,340 | 1,145 | 1,220 | 1,275 | 1,220 | 1,220 | 1,220 | 1,220 |
| 6509 | Books, Periodicals, & Subscriptions | - | - | = | - | - | - | - | - |
| 6512 | Training, Education, & Seminars | - | 1,833 | 2,000 | 2,002 | 2,000 | 2,000 | 2,000 | 2,000 |
| 6513 | Leases and Service Agreements | - | - | = | - | - | - | - | - |
| 6514 | Maintenance Contract | 67,823 | 53,104 | 60,000 | 56,895 | 60,000 | 60,000 | 60,000 | 60,000 |
| 6800 | Telephone & Communication | - | - | = | 76 | 120 | 120 | 120 | 120 |
| | TOTAL O&M | 99,704 | 85,904 | 98,616 | 90,725 | 100,236 | 100,236 | 100,236 | 100,236 |
| | CAPITAL OUTLAY | 33,704 | 00,004 | 30,010 | 30,720 | 100,200 | 100,200 | 100,200 | 100,200 |
| 7325 | Furniture & Fixtures | 78 | _ | 1,000 | 3,674 | 1,000 | 1,000 | 1,000 | 1,000 |
| . 020 | TOTAL CAPITAL OUTLAY | 78 | - | 1,000 | 3,674 | 1,000 | 1,000 | 1,000 | 1,000 |
| | | | | · | · | • | | • | · |
| | DEPARTMENT TOTAL | 470,228 | 506,685 | 562,778 | 531,812 | 570,002 | 570,002 | 570,002 | 573,558 |
| | | | | | | 7,224 | 7,224 | 7,224 | 10,781 |

FINANCE

1.9%

1.3%

1.3%

1.3%

| 11-109 | DEPARTMENT: FINANCE | | _ | | Department- FINANCE DEPARTMENT | | | | | |
|--------|-------------------------------------|---------------------------|---------|---------------------------|--|----------------|-------------------|-------------------------|--|--|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET | | |
| | PERSONNEL SERVICES | | | | | | | | | |
| 5120 | Wages & Salaries (FT) | 342,787 | 326,174 | 356,458 | Wages for full-time departmental staff. | 356,458 | 356,458 | 359,987 | | |
| 5401 | Overtime | 4,500 | 2,060 | 1,500 | Wages for required overtime work. | 1,500 | 1,500 | 1,500 | | |
| 5510 | Health Insurance | 56,816 | 53,624 | 49,708 | | 49,708 | 49,708 | 49,466 | | |
| 5520 | Retirement | 31,108 | 29,238 | 32,332 | | 32,332 | 32,332 | 32,332 | | |
| 5530 | Social Security | 26,567 | 25,211 | 27,384 | | 27,384 | 27,384 | 27,654 | | |
| 5540 | Workers Comp | 1,384 | 1,106 | 1,384 | | 1,384 | 1,384 | 1,384 | | |
| 5560 | Deferred Comp | - | | - | | | | | | |
| | | | | | | | | | | |
| 5500 | Employee Benefits & Taxes | 115,875 | 109,179 | 110,808 | Taxes and benefits for departmental staff. | 110,808 | 110,808 | 110,835 | | |
| | TOTAL PERSONNEL SERVICES | 463,162 | 437,413 | 468,766 | | 468,766 | 468,766 | 472,322 | | |
| | OPERATIONS & MAINTENANCE | | | | | | | | | |
| 6130 | Transportation & Lodging | 2,000 | 1,079 | 2,000 | Costs to attend conferences and mileage | 2,000 | 2,000 | 2,000 | | |
| 6300 | Accounting & Audit Fees | 22,000 | 20,410 | 23,500 | Annual Audit Fees and CAFR prep | 23,500 | 23,500 | 23,500 | | |
| 6401 | Insurance- Liability | 396 | | 396 | Departmental share of insurance costs. | 396 | 396 | 396 | | |
| 6500 | Office Supplies | 4,500 | 3,921 | 4,500 | Departmental office supply costs. | 4,500 | 4,500 | 4,500 | | |
| 6505 | Printing & Engraving | 1,000 | 515 | 1,000 | Envelope, pr checks, ap checks and printing . | 1,000 | 1,000 | 1,000 | | |
| 6506 | Postal Expenses | 5,500 | 4,552 | 5,500 | Toner Cartridges (From IT Budget) Postage costs. | 5,500 | 5,500 | 5,500 | | |
| 6508 | Dues | 1,220 | 1,275 | 1,220 | GFOA. For Finance and County | 1,220 | 1,220 | 1,220 | | |
| 6509 | Books, Periodicals, & Subscriptions | - | - | - | Subscription to Payroll Updates | - | - | - | | |

| 11-109 | DEPARTMENT: FINANCE | | | | Department- FINANCE DEPARTMENT | | | |
|--------|-------------------------------------|---------------------------|---------------------------|---------------------------|--|----------------|-------------------|-------------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| 6512 | Training, Education, & Seminars | 2,000 | 2,002 | 2,000 | NESGFOA Conference, day classes | 2,000 | 2,000 | 2,000 |
| 6513 | Leases & Service Agreements | | | | Photocopier | | | |
| 6514 | Maintenance Contract | 60,000 | 56,895 - | 60,000 - | Maintenance contract for munis software Access on Demand Timekeeping Software | 60,000 | 60,000 | 60,000 |
| | | - | - | - | , , | - | - | - |
| 6800 | Telephone & Communication TOTAL O&M | 98,616 | 90,725 | 120 100,236 | Phone expenses. | 120 100,236 | 120 100,236 | 120 100,236 |
| | CAPITAL OUTLAY | | | | | | | |
| 7325 | Furniture & Fixtures | 1,000 | 3,674 | 1,000 | Office replacement needs. | 1,000 | 1,000 | 1,000 |
| | CAPITAL OUTLAY | 1,000 | 3,674 | 1,000 | | 1,000 | 1,000 | 1,000 |
| | TOTAL FINANCE | 562,778 | 531,812 | 570,002 | TOTAL | 570,002 | 570,002 | 573,558 |
| | | | | 7,224 | | 7,224 | 7,224 | 10,781 |
| | | | | 1.3% | | 1.3% | 1.3% | 1.9% |



Cumberland County Regional Communications Center Deb Plummer, Acting Director

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

TOTAL 3,336,072

REVENUES 2021

| KEVENUES | | | | | | 2021 |
|------------------|---------------|-----------|-----------|-----------|---------|--------|
| | | 2020 | 2021 | Labor | O&M | Capita |
| Revenue | Service | REVENUES | REVENUES | 3,026,376 | 304,696 | 5,000 |
| Baldwin | Fire & Rescue | 11,377 | 11,718 | | | |
| Bridgton | PP/FD/EMS | 115,219 | 118,684 | | | |
| Casco | Fire & Rescue | 27,915 | 28,758 | | | |
| Chebeague Island | Fire & Rescue | 2,544 | 2,621 | | | |
| Cumberland | Fire/Res/PD | 159,484 | 164,267 | | | |
| Frye Island | Fire/Res/PD | 3,482 | 3,587 | | | |
| Gorham | Fire/Res/PD | 362,266 | 373,160 | | | |
| Gray | Fire & Rescue | 57,932 | 59,648 | | | |
| Harpswell | Fire & Rescue | 35,361 | 36,427 | | | |
| Harrison | Fire & Rescue | 20,366 | 20,980 | | | |
| Long Island | Fire & Rescue | 1,716 | 1,768 | | | |
| Naples | Fire & Rescue | 28,885 | 29,757 | | | |
| New Gloucester | Fire & Rescue | 41,344 | 42,591 | | | |
| North Yarmouth | Fire & Rescue | 26,815 | 27,997 | | | |
| Pownal | | 11,760 | 12,480 | | | |
| Raymond | Fire & Rescue | 33,093 | 34,091 | | | |
| Sebago | | 14,468 | 15,358 | | | |
| Standish | Fire & Rescue | 77,026 | 79,032 | | | |
| Windham | Fire/Res/PD | 376,009 | 387,289 | | | |
| Verizon Lease | | 24,000 | 24,000 | | | |
| | | 1,431,059 | 1,474,208 | | | |

Statistics Personnel

| | | Communications | Full Time | Part Time |
|------------|--|-------------------------|-----------|-----------|
| The CCRC | C serves as the primary dispatch center for 16 | COMMUNICATIONS DIRECTOR | 1 | |
| communitie | es in Cumberland County. | DEPUTY DIRECTOR | 1 | |
| | | LEAD SUPERVSIOR | 1 | |
| In 2019 we | handled 92,258 calls for service. | SHIFT SUPERVISOR | 5 | |
| | | DISPATCHER | 29.5 | 5 |
| In 2019 we | anwsered 29,626 emergency 9-1-1 calls. | | i | |
| | | | i | |
| | | | | |
| | | | | <u> </u> |
| | | | 37.5 | 5 |
| | | | | |

| 11-110 | | | | | | | | | | | | |
|--------|-------------------------------------|-----------|-----------|-----------|-----------|-----------|-----------|-----------|------------|--|--|--|
| 11-110 | DELAKTIVIENT. GOWINGINICATIONS | | | 2020 | 2019 | 2021 | MICATIONS | | T | | | |
| | | 2017 | 2018 | ADOPTED | ACTUAL | BUDGET | 2021 | 2021 FC | 2021 FINAL | | | |
| ACCT # | ACCOUNT DESCRIPTION | ACTUAL | ACTUAL | BUDGET | EXPENSE | REQUEST | PRELIM | BUDGET | BUDGET | | | |
| | PERSONNEL SERVICES | | | | | | | | | | | |
| 5120 | Wages & Salaries (FT) | 1,672,257 | 1,692,118 | 1,819,707 | 1,709,612 | 1,916,865 | 1,916,865 | 1,916,865 | 1,916,865 | | | |
| | | | | | | | | | | | | |
| 5205 | Wages & Salaries (PT) | 41,414 | 71,949 | 33,973 | 75,141 | 50,613 | 50,613 | 50,613 | 50,613 | | | |
| 5401 | Overtime | 239,093 | 233,709 | 189,113 | 271,928 | 212,895 | 212,895 | 212,895 | 212,895 | | | |
| 5500 | Employee Benefits & Taxes | 786,193 | 812,827 | 840,954 | 819,702 | 848,458 | 848,458 | 848,458 | 846,003 | | | |
| | TOTAL PERSONNEL SERVICES | 2,738,957 | 2,810,603 | 2,883,747 | 2,876,383 | 3,028,831 | 3,028,831 | 3,028,831 | 3,026,376 | | | |
| | | ,, | ,, | | | | | | | | | |
| | OPERATIONS & MAINTENANCE | | | | | | | | | | | |
| 6130 | Transportation & Lodging | 9,294 | 7,536 | 10,000 | 10,747 | 7,500 | 7,500 | 7,500 | 7,500 | | | |
| 6131 | Gas, oil and Grease | 1,079 | - | 1,200 | - | - | - | - | - | | | |
| 6230 | Radio Site Rental | 94,853 | 82,621 | 108,426 | 92,952 | 108,426 | 108,426 | 108,426 | 108,426 | | | |
| 6231 | Base Radio Repair | 5,151 | 1,611 | 10,000 | 4,549 | 10,000 | 10,000 | 10,000 | 10,000 | | | |
| 6301 | Professional Services | 1,600 | (115) | 1,500 | 1,477 | 1,000 | 1,000 | 1,000 | 1,000 | | | |
| 6401 | Insurance-Liability | 166 | 70 | 320 | 201 | 320 | 320 | 320 | 320 | | | |
| 6500 | Office Supplies | 2,433 | 3,726 | 5,000 | 4,818 | 5,000 | 5,000 | 5,000 | 5,000 | | | |
| 6505 | Printing & Engraving | - | 107 | 2,000 | 255 | 500 | 500 | 500 | 500 | | | |
| 6506 | Postal Expenses | 1,726 | 1,839 | 1,000 | 1,263 | 250 | 250 | 250 | 250 | | | |
| 6507 | Advertising | - | - | - | - | - | - | - | - | | | |
| 6508 | Dues | 1,459 | - | 1,500 | 1,077 | 1,500 | 1,500 | 1,500 | 1,500 | | | |
| 6509 | Books, Periodicals, & Subscriptions | - | 447 | 200 | - | 200 | 200 | 200 | 200 | | | |
| 6511 | Equipment Rental | - | 53 | - | - | - | - | - | - | | | |
| 6512 | Training, Education, & Seminars | 5,080 | 30,698 | 52,000 | 5,552 | 32,000 | 32,000 | 32,000 | 32,000 | | | |
| 6513 | Leases & Service Agreements | 95,725 | 127,689 | 96,000 | 99,600 | 100,000 | 100,000 | 100,000 | 100,000 | | | |
| 6609 | Equipment Repair | - | - | 1,000 | - | 1,000 | 1,000 | 1,000 | 1,000 | | | |
| 6800 | Telephone & Communication | 30,882 | 29,974 | 30,000 | 26,506 | 30,000 | 30,000 | 30,000 | 30,000 | | | |
| 6908 | Clothing & Uniforms | 3,009 | 3,751 | 7,000 | 5,246 | 7,000 | 7,000 | 7,000 | 7,000 | | | |
| | TOTAL O&M | 252,456 | 290,007 | 327,146 | 254,245 | 304,696 | 304,696 | 304,696 | 304,696 | | | |
| | CAPITAL OUTLAY | | | | | | | | | | | |
| 7350 | Office Equipment | - | 829 | - | - | - | - | - | - | | | |
| 7365 | Radio Equipment | 9,529 | 3,064 | 25,000 | 11,565 | 25,000 | 25,000 | 25,000 | 5,000 | | | |
| | TOTAL CAPITAL OUTLAY | 9,529 | 3,893 | 25,000 | 11,565 | 25,000 | 25,000 | 25,000 | 5,000 | | | |
| | TOTAL COMMUNICATIONS | 3,000,942 | 3,104,503 | 3,235,893 | 3,142,193 | 3,358,527 | 3,358,527 | 3,358,527 | 3,336,072 | | | |

122,634 122,634 122,634 100,178 3.8% 3.8% 3.8% 3.1%

COUNTY OF CUMBERLAND

| 11-110 | DEPARTMENT: EMERGENCY COMM | UNICATIONS | | | | | | | |
|---------|----------------------------|---------------------------|---------------------------|---------------------------|--|---------------|----------------|-------------------|----------------------|
| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
| | PERSONNEL SERVICES | | | | Wages for full & part time staff. | | | | |
| 5120 | Wages & Salaries (FT) | 1,819,707 | 1,709,612 | 1,916,865 | Wages for full-time departmental staff. | | 1,916,865 | 1,916,865 | 1,916,865 |
| | , | 3,000 | | | Additional Holiday | | | | |
| 5005.05 | Deat Time | 00.070 | 75 4 44 | 50.040 | Managara (an ang tiling a dan antara antara (a a 05000 | | 50.040 | 50.040 | 50.040 |
| 5205-05 | Part-Time | 33,973 16,640 | 75,141 | 50,613 | Wages for part-time departmental staff. +35??? (4 trainees x 40 hours x 18 weeks @ \$ per hour | | 50,613 | 50,613 | 50,613 |
| | | 10,040 | | | *Increase by \$33,280 (Per diem PT 20 to 40 hours) | | | | |
| 5401 | Overtime | 189,113 | 271,928 | 212,895 | Wages for required overtime work. +35??? | | 212,895 | 212,895 | 212,895 |
| | | | | | | | | | |
| | Health Insurance | 487,773 | 484,315 | 503,356 | | | 503,356 | 503,356 | 500,901 |
| | Retirement | 187,961 | 178,117 | 170,630 | | | 170,630 | 170,630 | 170,630 |
| | Social Security | 157,547 | 151,139 | 166,799 | | | 166,799 | 166,799 | 166,799 |
| | Workers Comp | 7,673 | 6,131 | 7,673 | | | 7,673 | 7,673 | 7,673 |
| 5560 | Deferred Comp | - | - | - | | | - | - | - |
| 5500 | Employee Benefits & Taxes | 840,954 | 819,702 | 848,458 | Taxes and benefits for departmental employees. | | 848,458 | 848,458 | 846,003 |
| | TOTAL PERSONNEL SERVICES | 2,903,387 | 2,876,383 | | 4.3% | | 3,028,831 | 3,028,831 | 3,026,376 |
| | | | | | | | | | |
| | OPERATIONS & MAINTENANCE | | | | | | | | |
| 6130 | Transportation & Lodging | 10,000 | 10,747 | 7,500 | Lodging, Food, Travel and mileage reimbursements | \$ 10,000 | 7,500 | 7,500 | 7,500 |
| 6131 | Gas, Oil and Grease | 1,200 | - | - | Gas for Communication vehicle/ Diesel | \$ 1,200 | - | - | - |
| | | | | | | | | | |
| 6230 | Radio Site Rental | 108,426 | 92,952 | 108,426 | Towers at Harrison,Portland,Gray, Harpswell | \$ 103,262 | 108,426 | 108,426 | 108,426 |
| | | | | | Towers at Casco and CCRCC | | | | |
| | | | | | Add 5 % annual increase | \$ 4,917 | | | |
| | | | | | | \$ 108,426 | | | |
| 6231 | Base Radio Repair | 10,000 | 4,549 | 10,000 | Funds radio transmitter and receiver repairs and preventative maintenance. | \$ 10,000 | 10,000 | 10,000 | 10,000 |
| | | | | | \$7200 for annual contract | EMERG | ENCY COM | MUNICATIO | NS |

CCRCC

COUNTY OF CUMBERLAND

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-------------------------------------|---------------------------|---------------------------|---------------------------|---|-----------------------|--------------------|---------------------|----------------------|
| 6301 | Professional Services | 1,500 | 1,477 | 1,000 | Legal Reviews and transcription | \$ 1,500 | 1,000 | 1,000 | 1,000 |
| 6401 | Insurance-Liability | 320 | 201 | 320 | | \$ 300 | 320 | 320 | 320 |
| 6500 | Office Supplies | 5,000 | 4,818 | 5,000 | General Administrative needs from pens to paper. Paper, envelopes, notebooks, paper clips Fax machine printer cartridges. Toner cartridges. Recorder tapes. | \$ 6,500 | 5,000 | 5,000 | 5,000 |
| 6505 | Printing & Engraving | 2,000 | 255 | 500 | Letter head paper., Business cards, and badges and Year end reports | \$ 500 | 500 | 500 | 500 |
| 6506 | Postal Expenses | 1,000 | 1,263 | 250 | Departmental postage expenses. | \$ 1,000 | 250 | 250 | 250 |
| 6507 | Advertising | | | | Ads for personnel vacancies in local paper | | | | |
| 6508 | Dues | 1,500 | 1,077 | 1,500 | National Emergency Number Association (2). APCO Membership -2, News | \$ 1,400 | 1,500 | 1,500 | 1,500 |
| 6509 | Books, Periodicals, & Subscriptions | 200 | | 200 | Legal reference materials. News from several local source subscriptions | \$ 200 | 200 | 200 | 200 |
| 6511 | Equipment Rental | - | - | - | Rental of equipment used by the communications center. Pagers | \$ - | - | - | - |
| 6512 | Training, Education, & Seminars | 52,000 | 5,552 | 32,000 | Yearly Mandated Training CTO/ETC/911/METRO/CPR Out of State Spillman (1) Out of State APCO | \$ 52,000 EMERG | 32,000 ENCY COM | 32,000 MUNICATIO | 32,000 NS |

CCRCC

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|-----------------------------|---------------------------|---------------------------|---------------------------|--|----------|----------------|-----------------------|--------------------------|----------------------|
| 6513 | Leases & Service Agreements | 96,000 | 99,600 | 100,000 | Acorn Recorder Maintenance Lease new photo copier | \$ | 2,450 1,700 | 100,000 | 100,000 | 100,000 |
| | | | | | Copy charges. | φ | 500 | | | |
| | | | | | RCM Maintenance agreement | \$ | 52,212 | | | |
| | | | | | Code Red Annual plus 9-1-1 Data | \$ | 21,500 | | | |
| | | | | | Schedule Express | Ψ Φ | 4,705 | | | |
| | | | | | Crown Point | φ | 640 | | | |
| | | | | | | Þ | | | | |
| | | | | | AQUA Second License | \$ \$ | 500 | | | |
| | l | | | | RCM Zetron agreement | \$ | 11,520 | | | |
| 6609 | Equipment Repair | 1,000 | - | 1,000 | Funds to support ongoing equipment maintenance. Shredder, fax, recorder maintenance. | \$ | 1,000 | 1,000 | 1,000 | 1,000 |
| | | | | | Equipment repairs not covered by the maintenance contract. | | | | | |
| 6800 | Telephone & Communication | 30,000 | 26,506 | 30,000 | Telephone services. | \$ | 30,000 | 30,000 | 30,000 | 30,000 |
| | | | | | Wireless Data Connections | | | | | |
| | | | | | In-state charges (500/month) | | | | | |
| | | | | | Out of state charges (100/month) | | | | | |
| | | | | | Line charges on 14 lines. | | | | | |
| | | | | | Cell Phone for Director of Communications | | | | | |
| | | | | | Cell phone for comm center | | | | | |
| | | | | | ESCB 911 Lines | | | | | |
| 6908 | Clothing- Uniforms | 7,000 | 5,246 | 7,000 | Uniforms for dispatchers | \$ | 6,000 | 7,000 | 7,000 | 7,000 |
| | | - | - | = | | | | _ | = | _ |
| | TOTAL O&M | 327,146 | 254,245 | 304,696 | | | | 304,696 | 304,696 | 304,696 |
| | CAPITAL OUTLAY | | | | | | | | | |
| 7350 | Office Equipment | - | - | - | Dispatcher chair replacement | | | - | - | - |
| 7365 | Needed Equipment | 25,000 | 11,565 | 25,000 | *Add One Workstation \$7000 | | EMERG | ENCY ₂ ÇQM | ŊIJŖ <u>Ŗ</u> ŢĮЮ CCŖ | NS _{5,000} |

| ACCT# | ACCOUNT DESCRIPTION | 2020 ADOPTED BUDGET | 2019 ACTUAL EXPENSE | 2021 BUDGET REQUEST | LINE ITEM BUDGET REQUEST JUSTIFICATION | | 2021 PRELIM | 2021 FC BUDGET | 2021 FINAL BUDGET |
|-------|----------------------|---------------------------|---------------------------|---------------------------|--|--------------|----------------|-------------------|----------------------|
| | | | | | Workstation parts / Shredder / Misc | \$ 7,000 | | | |
| | | | | | Radio equipment | | | | |
| | | | | | | | | | |
| | | | | | | \$ - | | | |
| | | | | | | | | | |
| | | | | | | | | | |
| | TOTAL CAPITAL OUTLAY | 25,000 | 11,565 | 25,000 | | \$ 12,000 | 25,000 | 25,000 | 5,000 |
| | | | | | | | | | |
| | TOTAL COMMUNICATIONS | 3,255,533 | 3,142,193 | 3,358,527 | | | 3,358,527 | 3,358,527 | 3,336,072 |
| | | | | 102,994 | | | 102,994 | 102,994 | 80,538 |
| | | | | 3.16% | | | 3.2% | 3.2% | 2.5% |

COUNTY OF CUMBERLAND FISCAL YEAR 2021

| | NON-D | EPARTMENTAL & DEBT SERVICE | FISCA | AL YFAR 2021 | | | | | | |
|--------|---------|---|-----------|--------------|-----------|-----------|-----------|-----------|-----------|------------|
| | ITOIT D | | | | | 2020 | 2021 | | | |
| ACCT | ACCT | | 2017 | 2018 | 2019 | FINAL | BUDGET | 2021 | 2021 FC | 2021 FINAL |
| # | | DESCRIPTION | ACTUAL | ACTUAL | ACTUAL | BUDGET | REQUEST | PRELIM | BUDGET | BUDGET |
| | | PRINCIPAL | 7101011 | | | | 11240201 | | | |
| 11-120 | | 2012-Civic Center Referendum Ref \$33M Payment | 1,100,000 | 1,200,000 | 1,853,488 | 1,300,000 | 1,300,000 | 1,300,000 | 1,300,000 | 1,300,000 |
| 11-120 | | 2008 Debt Principal for Interoperability Referendum | 85,000 | 85,000 | ,, | , , | , , | ,, | ,, | , , |
| 11-120 | | 2003- Civic Center Revolving Bond -to Civic Ctr Page | 556,613 | 345,000 | | 330,000 | 330,000 | 330,000 | 330,000 | 330,000 |
| 11-120 | | 2012-County Debt under Charter- Principal \$2.775M | 210,000 | 200,000 | 705,530 | 150,000 | 136,034 | 136,034 | 136,034 | 136,034 |
| | | 2014- County CIP Debt | 150,000 | 159,268 | , | 115,000 | 110,000 | 110,000 | 110,000 | 110,000 |
| | | 2016- County CIP Debt | 140,000 | 312,981 | | 280,000 | 160,000 | 160,000 | 160,000 | 160,000 |
| | | 2018- County CIP Debt | , | • | | 270,000 | 211,527 | 211,527 | 211,527 | 211,527 |
| | | MBB 2020 Debt | | | | 32,000 | 32,000 | 32,000 | 32,000 | 32,000 |
| | | 2021 NEW Debt | | | | | 60,000 | 60,000 | 60,000 | 60,000 |
| | | TOTAL BOND DEBT SERVICE | 2,241,613 | 2,302,249 | 2,559,018 | 2,445,000 | 2,339,561 | 2,339,561 | 2,339,561 | 2,339,561 |
| | | INTEREST | | | | | | | | |
| 11-120 | 9213 | 2012-Civic Center Referendum Ref \$33M Interest | 975,103 | 969,505 | 1,053,499 | 882,500 | 882,500 | 882,500 | 882,500 | 882,500 |
| 11-120 | 9208 | 2008 Debt Interest for Interoperability Referendum | 49,513 | 45,688 | | | | | | |
| 11-120 | 9202 | 2003- Civic Center Revolving Bond - to Civic Ctr page | 56,409 | 39,544 | | 58,238 | 58,238 | 58,238 | 58,238 | 58,238 |
| 11-120 | | 2012-County Debt under Charter- Interest \$2.775M | 197,294 | 34,369 | 166,704 | 29,105 | 26,492 | 26,492 | 26,492 | 26,492 |
| | | 2014- County CIP Debt | - | 33,213 | | 26,913 | 22,325 | 22,325 | 22,325 | 22,325 |
| | | 2016- County CIP Debt | - | 30,181 | | 51,963 | 46,363 | 46,363 | 46,363 | 46,363 |
| | | 2018- County CIP Debt | | | | 92,600 | 68,500 | 68,500 | 68,500 | 68,500 |
| | | 2021 NEW Debt | | | | | 21,000 | 21,000 | 21,000 | 21,000 |
| | | TOTAL BOND DEBT INTEREST | 1,278,318 | 1,152,500 | 1,220,203 | 1,141,319 | 1,125,418 | 1,125,418 | 1,125,418 | 1,125,418 |
| | | | | | | | | | | |
| | | DEBT EXPENSE - LOANS | | | | | | | | |
| 11-120 | | TAN Bank Charge/and Rating Agencies | 22,300 | 11,800 | 19,166 | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 |
| 11-120 | | TAN Legal Fees | 15,075 | 13,973 | 5,000 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| 11-120 | 9220 | TAN Interest | 117,533 | 173,944 | 129,805 | 150,000 | 120,000 | 120,000 | 120,000 | 120,000 |
| | | TOTAL DEBT EXPENSE - LOANS | 154,908 | 199,718 | 153,972 | 191,000 | 161,000 | 161,000 | 161,000 | 161,000 |
| | | | | | | | | | | |
| | | NON-DEPARTMENTAL | | | | | | | | |
| 11-140 | | Retiree Life Insurance | 5,879 | 6,444 | 6,511 | 6,000 | 6,000 | 6,000 | 6,000 | 6,000 |
| 11-140 | | Unemployment Insurance | 9,371 | 19,378 | 16,496 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 |
| 11-141 | 5501 | Salary / Benefits / Termination Pay | 300,000 | 300,000 | 300,000 | 335,000 | 335,000 | 335,000 | 335,000 | 335,000 |
| | | | | | | | | | | |
| 11-141 | | County Capital Improvement Reserve for CIP | 190,250 | 315,500 | 955,100 | 581,100 | 438,900 | 438,900 | 438,900 | 332,100 |
| 11-141 | | Civic Center Operational Subsidy | 273,476 | 550,000 | 475,636 | 450,000 | 750,000 | 750,000 | 750,000 | 750,000 |
| 11-141 | | Contingent Appropriation | 1,175 | 5,287 | 31,053 | 45,000 | 45,000 | 45,000 | 45,000 | 45,000 |
| 11-141 | 9498 | Referendum and Public Information | 20,801 | 14,158 | 40,114 | 165,000 | 195,000 | 195,000 | 195,000 | 155,000 |
| | | TOTAL NON-DEPARTMENTAL | 800,952 | 1,210,767 | 1,824,910 | 1,607,100 | 1,794,900 | 1,794,900 | 1,794,900 | 1,648,100 |
| | | | | | | | | | | |
| | | TOTAL NON-DEPARTMENTAL & DEBT SERVICE | 4,475,791 | 4,865,233 | 5,758,103 | 5,384,419 | 5,420,879 | 5,420,879 | 5,420,879 | 5,274,079 |

36,460 36,460 (110,340)

COUNTY OF CUMBERLAND FISCAL YEAR 2021

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

| 11-130 | Grants & Social Service Funding | | | | | | | |
|--------|---|---------|---------|---------|--------------------------|----------------|---------|----------------------|
| ACCT# | | FINAL | FINAL | FINAL | 2021 GRANT REQUEST | 2021 PRELIM | - | 2021 FINAL BUDGET |
| | | | | | | | | |
| 8002 | Cumberland County Extension Association | 154,871 | 139,871 | 135,000 | 130,000 | 130,000 | 130,000 | 115,000 |
| 8003 | Cumberland County Soil & Water | 20,000 | 20,000 | 18,000 | 18,000 | 18,000 | 18,000 | 18,000 |
| 8005 | Portland Public Library | 9,727 | 9,727 | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 |
| | Casco Bay CAN | - | - | 7,000 | 16,000 | 16,000 | 16,000 | 16,000 |
| | Tedford House - Homeless Shelter Brunswick | 5,000 | 5,000 | 15,000 | 15,000 | 15,000 | 15,000 | 15,000 |
| | Coastal County Workforce Board | - | - | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 |
| | Thrive2027 - Annual Social Service Contribution | | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 |
| | Total | 189,598 | 174,598 | 286,000 | 290,000 | 290,000 | 290,000 | 275,000 |

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

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

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

Casco Bay CAN: Casco Bay CAN is a Coalition of dedicated community members representing all 12 Drug-Free Community sectors: businesses, media, schools, youth-serving organizations, law enforcement, parents, youth, religious and fraternal organizations, civic and volunteer groups, healthcare professionals, state and local government, and other organizations involved in reducing youth substance use. The Casco Bay CAN service area is: Cumberland, Falmouth, Freeport, Gray, New Gloucester, North Yarmouth, Yarmouth and Pownal.

Tedford House: Emergency Housing for individuals in the Mid-Coast Region. Operates a number of individual and family shelters. Located in an area not served by Thrive2027

Coastal Counties Workforce: As the administrative entity for our Local Area, CCWI undertakes the administration of all required workforce development responsibilities for our regional programs. CCWI strives to provide access to jobs, skill development and business services vital to the social and economic well-being of our communities.

Thrive2027: Annual contribution of County funds towards Social Service activities throughout the County (exception of Brunswick and Harpswell). Consolidation of multiple County grants into a single contribution to Thrive2027 who earmarks the funding over a number of agencies who are meeting the goals of the region.

COUNTY OF CUMBERLAND

BONDED CIP PROJECTS

| Project Code | Project Title | 2021 | #YRS | 2022 | #YRS | 2023 | #YRS | 2024 | #YRS | 2025 | #YRS |
|--------------|-------------------------------|---------|------|---------|------|-----------|------|--------|------|-----------|------|
| CCCH 3 | Window Replacement Completion | 150,000 | 20 | | | | | | | | |
| Jail 4 | Roof Replacement | 750,000 | 30 | | | | | | | | |
| JAIL | Jail Radio Replacement | | | 150,000 | 10 | | | | | | |
| FACL | Building Efficiency Upgrades | | | | | 400,000 | 20 | | | | |
| FACL | Building Addition | | | | | 6,500,000 | 30 | | | | |
| Jail | Elevator Repairs | | | | | 71,000 | 25 | | | | |
| NEW | Radio Repeater Replacement | | | | | 390,000 | 12 | | | | |
| New | Expand the footprint of CCRCC | | | | | | | | | 1,400,000 | 30 |
| New | Jail Parking Lot | | | | | 250,000 | 20 | | | | |
| | Perimeter Landscaping | | | | | | | 90,000 | 10 | 90,000 | 10 |
| | Window Replacement Stateside | | | | | 100,000 | 20 | | | | |
| | Total CIP Allocation | 900,000 | | 150,000 | | 7,711,000 | | 90,000 | | 1,490,000 | |
| | Summary Totals | 2021 | | 2022 | | 2023 | | 2024 | | 2024 | |

Two Year Total

Non-Debt CIP

| | Project Title | 2021 | 2022 | 2023 | 2024 | 2025 | |
|-------------|------------------------------|---------|---------|---------|---------|---------|--|
| EMA 12-002 | HazMat Equipment Replacement | 20,500 | 20,500 | 20,500 | 20,500 | 20,500 | |
| IT-1-001 | Technology Upgrades | 110,000 | 110,000 | 110,000 | 110,000 | 110,000 | |
| IT-1-004 | Patrol and CID Upgrades | 20,000 | 20,000 | 20,000 | 20,000 | 20,000 | |
| New LEC | Ballistic Vests | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | |
| | Tactical Vests | 7,600 | 7,600 | 7,600 | 7,600 | 7,600 | |
| | Taser Replacement | 12,000 | 12,000 | 12,000 | 12,000 | 12,000 | |
| New LEC | Radio Replacement | 10,000 | 10,000 | 10,000 | 10,000 | 10,000 | |
| | General Jail CIP | 100,000 | 100,000 | 100,000 | 100,000 | 100,000 | |
| Jail | Window replacement | | | | 50,000 | 50,000 | |
| CCCH | Elevator Replacement | 35,000 | 35,000 | 35,000 | 35,000 | 35,000 | |
| CCRC | Workstation Replacement | - | 7,000 | 7,000 | 7,000 | 7,000 | |
| JAIL | Slider Replacement | | | 30,000 | | | |
| CCCH | Panic Stations | | 30,000 | | | | |
| Sheriff-LEC | Crisis Response Quad Phone | | | | | | |
| | ESU Night Vision System | - | 42,800 | | | | |
| IT | County Arial Flyover | 7,000 | 7,000 | 7,000 | 7,000 | 7,000 | |
| CCCH | Fire Alarm System | | 35,000 | | | | |
| CCCH | Courthouse Lighting Upgrade | | | 31,000 | | | |

| Project Code | Project Title | 2021 | #YRS | 2022 | #YRS | 2023 | #YRS | 2024 | #YRS | 2025 | #YRS |
|--------------|-----------------------------|---------|------|---------|------|---------|------|---------|------|---------|------|
| CCCH | Main Shut-Off Valves | | | | | | | 25,000 | | | |
| JAIL | Gate Valve Replacement | | | 30,000 | | | | | | | |
| JAIL | Transfer Swith Replacement | | | 36,000 | | | | | | | |
| JAIL | HVAC Roof Unit | | | 48,000 | | | | | | | |
| CCRC | Microwave Radio Replacement | | | 60,000 | | | | | | | |
| CCCH | Seagull Deterrent | | | | | 26,480 | | | | | |
| CCCH-PKG G | Fire Standpipe | · | | • | | 31,000 | | | | | |
| | Non-Debt Total | 332,100 | | 620,900 | | 457,580 | | 414,100 | | 389,100 | |

Cross Insurance Arena CIP

| | Project Title | 2021 | 2022 | 2023 | 2024 | 2024 | |
|-------|----------------|------|--------|------|------|------|--|
| CIA9 | Plow Truck | | 40,000 | | | | |
| CIA10 | Floor Scrubber | | 50,000 | | | | |
| CIA11 | Warming Boxes | | 5,000 | | | | |
| | | | | | | | |
| | Non-Debt Total | | 95,000 | - | - | - | |