Cumberland County Government
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James H. Gailey, County Manager

Maine
Cumberland **County**

September 9, 2020

Dear County Commissioners & Finance Committee,

In accordance with State Statute and County Charter, I present the County Manager's Proposed 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 to our towns, knowing there is great uncertainty moving forward due to the variety of revenues that fund town's budgets. County staff responded in a positive way.

I will use the following narrative as an attempt to explain how each of the three budgets were established. 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, great uncertainty exits.

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.

Comparison Total Expenditures 2020 vs. 2021

	Adopted 2020	Proposed 2021	$ Difference	% Change
County	$23,050,598.00	$23,294,565.00	$243,967.00	1.10%
Jail	$20,033,137.00	$20,579,182.00	$546,045.00	2.73%
Arena	$3,488,195.00	$3,430,474.00	($57,721.00)	-1.65%
Overall	**$46,571,930.00**	**$47,304,221.00**	**$732,291.00**	**1.57%**
Enterprise	$10,995,487.00	$9,698,974.00	($1,296,513.00)	-11.79%
Grants	$1,919,100.00	$3,094,100.00	$1,175,000.00	61.22%
Total Exp	**$59,486,517.00**	**$60,097,295.00**	**$610,778.00**	**1.02%**

Proposed Total Needs from Taxes

	Adopted 2020	Proposed 2021	$ Change	% Change
County	$16,503,586.00	$16,790,157.00	$286,570.00	1.74%
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**	**$34,417,813.00**	**$774,894.00**	**2.30%**

General Fund (January – December)

General Fund County Impact: $286,570.00 1.74% Needs from Taxes

Property & Casualty Insurance: Estimated at 0% increase over 2020 rates.

Health Insurance estimated: 2.5% increase for the POS C Plan and PPO 2500 Plan.

Non-union Cost of Living Wages: 2.0% starting half year (July 1, 2021).

New Positions: None

New Services: None

Capital Bond: $1,050,000

Non-Debt Capital: $ 439,000

Revenues:

General Fund Revenues is one area we are constantly monitoring and will continue right up to the Commissioners final review and approval in December. Since March we have been watching revenue associated with Deeds, Probate, Civil, Garage and District Attorney. Surprisingly, the revenues are holding their own and we are not seeing 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.

If there is a concern with revenues at this point, it would be in the Civil Division and it is 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 five years (88k in 2018, 128K in 2019 and estimated 243k in 2020).

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
-$15,000 – SO 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

Debt/Capital/Tax Anticipated Note

The 2021 General Fund Budget includes allocations to cover the costs of previous bonds, a new 1.0 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 Count 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 are proposing to bond larger projects, which for the most part have a longer life cycle. Staff is proposing a 1M bond for 2021. Non-debt capital has been reduced by 142K, to off-set the bond.

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

DESCRIPTION	Adopted 2020	Proposed 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
- Jail Radio System $150,000 10 year
- Jail Window Replacement $150,000 20 year

The 2021 Non-debt Capital items continue to be the same year over year, with a few exceptions. The following are new Non-debt items proposed for 2021 (one-time expenses, not annual expenses paid through non-debt capital):

- ESU Night Vision Goggles $42,800
- Crisis Response Phone $ 7,000

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	Proposed 2021	Dollar Change	Change
Public Service & Grants	$286,000.00	$290,000.00	$4,000.00	1.40%
Total	$286,000.00	$290,000.00	$4,000.00	1.40%

Organization	Awarded 2020	Proposed 2021
Extension Association	$135,000	$130,000
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	$ 1,000	$ 1,000
Total:	$286,000	$290,000

Jail Budget (July – June – Approved by Commissioners in June)

The Jail budget was under development during the initial COVID outbreak this past spring. 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 has not returned as of the time of writing this memo. Staff worked as best we could to keep the impacts associated by the jail on a needs based basis. Staff still found itself butting up against the 4.00% threshold allowed per State Statute for new funding in support of the jail. With a budget that is primarily salary/benefits and fixed costs, there was not a lot of wiggle room to adjust downwards.

Description	Adopted 2020	Adopted 2021	Dollar Change	Percent 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 meeting. The Jail budget is up $546,045.00 from the previous year and having a Needs from Taxes of $546,045.00 or 4%. 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 2020 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
Phones (shifting from IT Expense)	$14,000
Electricity (new contract)	-$10,000
Gas (new contract)	-$15,000
Safety Equipment	$12,572
Food & Groceries	-$ 9,200

Cross Insurance Arena (July – June – Approved in June by Commissioners)

Similar to the Jail's budgeting process, the Arena 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 looked very promising. A total of 15 shows (a huge show that had just been signed and not announced), three hockey games and potentially a few playoff games occupied the schedule. For the first time in ten years, it looked promising to come close to breaking even. Unfortunately on March 16, 2020 everything came to a standstill and the arena went dark for the remainder of the budget year.

We start the 2020/21 budget as we left the 2019/20 budget. Dark and shows and hockey pushing dates late into 2020 if not the first two quarters of 2021. 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. We are in unfortunate times, and tough personnel decisions needed to happen to reduce the County's salary costs with no 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 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 in the 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 partner communities. Through working with the Departments and adjusting non-departmental budgets, I present a General Fund budget that is 1.12% increase over the current year. This is a true testament to the skilled County staff and their acknowledgement this is not the year to increase a budget over normal fixed costs.

I hope the Commissioners and the Finance Committee see this as a responsible budget that recognizes the times we are in.

James H. Gailey
County Manager

Maine

Cumberland **County**

Calendar Year 2021
Managers
Budget

9/14/2020

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County of Cumberland
2021 Managers Budget

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Maine

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FINANCE COMMITTEE - FY 2021

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

TIMELINE FLOWCHART FROM NEW CHARTER

5.6.1 The County Manager shall compile all operational and capital budgetsand present to the Board

AUGUST

5.6.2 Prior to Board adopting budget, public hearings held on the Manager's recommendations

SEPTEMBER

Should be accomplished in September

5.6.3 After such hearings, the Board will review the budget from Mgr., make necessary changes and then submit to FC

OCTOBER

No later than 55 business days before EOY
October 13, 2020 (11 weeks)

5.4.2 On call of the Board, FC shall meet 90 days before EOY to select chair and subcommittees

OCTOBER

Should meet by October 1, 2020

5.6.4 After deliberations, the FC may accept/amend by a majority vote of the full committee only on appropriations paid by county taxes

NOVEMBER

Need to return to Board by November 18, 2020
with 30 business days of EOY

5.6.5 The Board shall meet to accept/modify the provisional budget, and can reinstate or accept FC changes.

NOVEMBER/DECEMBER

Need to adopt final budget within 10 business days EOY
by December 16, 2020

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			
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

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.

COUNTY OF CUMBERLAND: Managers Budget 2021

DEPARTMENT	2020 ADOPTED BUDGET	2019 ACTUAL EXPENSES	2021 BUDGET REQUEST	Dollars over 2020	Manager Adjustments	2021 MGR	2021 FC RECOMM	2021 FINAL Budget	% Increase over 2020
Emergency Mgmt Agency	644,417	596,103	638,761	(5,656)	-	638,761	-	-	-0.88%
District Attorney	2,100,349	1,969,209	2,157,738	57,389	-	2,157,738	-	-	2.73%
Facilities	2,697,611	2,151,309	2,648,942	(48,669)	(0)	2,648,942	-	-	-1.80%
Registry of Deeds	768,459	663,771	720,260	(48,199)	-	720,260	-	-	-6.27%
Registry of Probate	669,997	586,972	667,806	(2,191)	0	667,806	-	-	-0.33%
Finance	562,778	531,812	570,002	7,224	-	570,002	-	-	1.28%
Communications	3,255,533	3,142,193	3,358,527	102,994	(0)	3,358,527	-	-	3.16%
Executive-Admin	731,986	659,204	733,608	1,622	0	733,608	-	-	0.22%
Facilities-Garage	100,870	91,730	87,949	(12,921)	-	87,949	-	-	-12.81%
Information Technology	918,249	853,170	954,558	36,308	-	954,558	-	-	3.95%
Human Resources	477,624	430,960	593,104	115,480	-	593,104	-	-	24.18%
Sheriff-Admin	1,242,141	1,139,128	1,251,486	9,344	(4,100)	1,247,385	-	-	0.75%
Sheriff-Law Enforcement	6,052,457	5,584,946	6,096,011	43,554	(0)	6,096,011	-	-	0.72%
Sheriff-Civil	412,231	338,257	439,073	26,841	(9,300)	429,773	-	-	6.51%
Debt Service-Principal	633,527	705,530	709,561	76,034	-	709,561	-	-	12.00%
DebtService- Interest	148,268	166,704	184,680	36,412	-	184,680	-	-	24.56%
Debt Expense - TAN Loans	191,000	153,972	161,000	(30,000)	-	161,000	-	-	-15.71%
					-	-			
Grants & Human Services	286,000	283,066	290,000	4,000	-	290,000	-	-	1.40%
Pension Life- Retirees	6,000	6,511	6,000	-	-	6,000	-	-	0.00%
Contingent Account	45,000	31,053	45,000	-	-	45,000	-	-	0.00%
Sal./ Ben./ Term. Pay	335,000	300,000	335,000	-	-	335,000	-	-	0.00%
Unemployment Insurance	25,000	16,496	25,000	-	-	25,000	-	-	0.00%
Regional Projects and Public	165,000	40,114	195,000	30,000	-	195,000	-	-	18.18%
Capital Improvement Res.	581,100	955,100	438,900	(142,200)	-	438,900	-	-	-24.47%
							-		
Total Expenditure Summary	23,050,598	21,397,308	23,307,965	257,367	(13,400)	23,294,565	-	-	1.12%
Change			257,367	257,367		243,967	23,050,598	(23,050,598)	

Tax Calculation	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET REQUEST	2021 MGR	2021 FC RECOMM	2021 FINAL Budget		
COUNTY									
Total Estimated Expenditures	21,075,325	22,031,940	23,050,598	23,307,965	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 Revenue Required	14,717,282	15,525,220	16,503,586	16,803,557	16,790,157	(6,504,408)	(6,504,408)		
Net Dollar Change		807938	978,366	299,971	286,570	(23,007,994)	(23,007,994)		
Percent from prior year		5.49%	6.65%	1.82%	1.74%	-139.41%	-139.41%		

Jail Budget

Tax Calculation	2017-18	2018-19	2019-20	2020-21	2021 MGR	2021 FC RECOMM	2021 Final Budget	% Increase	
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 Arena Budget

Tax Calculation	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET REQUEST	2021 MGR RECOMM	2021 FC RECOMM	2021 Final Budget	% Increase	
Bond Principal	1,100,000	1,300,000	1,300,000	1,178,966	1,178,966	-	-		
Bond Interest	954,500	908,500	882,500	887,020	887,020	-	-		
Revolving Line of Credit	591,250	703,738	654,024	614,488	614,488	-	-		
Operational Subsidy	264,003	470,561	651,671	750,000	750,000	-	-		
Tax Revenue Required	2,909,753	3,382,799	3,488,195	3,430,474	3,430,474	-	-		
Net Dollar Change		473,046	105,396	(57,721)	(57,721)	(3,488,195)	(3,488,195)		
Percent from prior year		16.26%	3.12%	-1.65%	-1.65%				

COMBINED TAX PRESENTATION

Tax Calculation	2018 BUDGET	2019 BUDGET	2020 BUDGET	2021 BUDGET REQUEST	2021 MGR	2021 FC RECOMM	2021 Final Budget	% Increase	
Total Estimated Expenditures	43,098,407	44,787,515	46,571,931	47,317,621	47,304,221	20,579,182	20,579,183		
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 Revenue Required	30,612,625	32,141,295	33,642,919	34,431,214	34,417,813	7,692,775	7,692,776	-	
Net Dollar Change		1,528,670	1,501,624	788,295	774,894	(25,950,144)	(25,950,143)		
Percent from prior year		4.99%	4.67%	2.34%	2.30%	-77.13%	-77.13%		
Budget Requests	General County Impact			299,971				0.89%	Total
	Jail Impact			546,045				1.62%	
	Cross Insurance Arena Impact			(57,721)				-0.17%	2.34%
MGR Budget	General County Impact				286,570			0.85%	Total
	Jail Impact				546,045			1.62%	
	Civic Center Impact				(57,721)			-0.17%	2.30%

Maine
Cumberland **County**

Cross Insurance Arena

Enterprise Fund as of 11/30/2017

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

		2019 Actual	2020 BUDGET	2021 BUDGET REQUEST		2021 FC RECOMM	2021 FINAL Budget	*TAX Impact*
From the County Taxes								
Total Estimated Expenditures		3,406,699	3,488,195	3,430,474		3,430,474	-	
Total Estimated Revenues								
Tax Revenue Required			3,488,195	3,430,474		-	-	*-10.37%*
Net Dollar Change				(57,721)	$ 33,642,919		(3,488,195)	
				Increase	2017 Tax Assessment			

Cross Insurance Arena

From the County	2019 ADOPTED BUDGET	2020 ADOPTED BUDGET	2019 ACTUAL EXPENSE	2021 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2021 PRELIM	2021 FC	2021 FINAL BUDGET
CIA $33M Bond					(2021 Debt Payment is $2.065 M)			
Principal	1,300,000	1,300,000		1,178,966	For CIA expenses ie debt	1,178,966		
Interest	908,500	882,500		887,020	New Civic Center Referendum for Modernization	887,020		
CC operational Subsidy	470,561	578,671		750,000	To Fund the Operational Budget from 6/30/2020	750,000		
Non-Debt CIA CIP	107,183	73,000		-		-		
Bonded Debt:								
CC Bond Principal	610,000	543,473		518,473	Debt service for Capital needs	518,473		
CC Bond Interest	93,738	110,551		96,015		96,015		
Total to Civic Center	**3,489,982**	**3,488,195**	-	**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%**

2021 County of Cumberland
Budget Reduction Record

	PUBLISHED BUDGET AMOUNT FROM DEPARTMENTS	
	Net Assessment for 2020	$33,642,919
	Department Request Expenditure Budget 2021	$47,317,621
	Revenues for 2021	-$12,886,408
	Net Assessment 2021	$34,431,213
	Net Dollar Increase	**$788,294**
	Tax Increase from 2020	**2.34%**
	ADJUSTED BY MANAGER'S RECOMMENDATION	
	Department Requests	
101	***EMA***	$0
102	***District Attorney***	$0
103-01	***Exec-Administration***	$0
103-02	***IT***	$0
103-03	***Exec-Garage***	$0
103-04	***HR***	$0
105	***Facilities***	$0
106-05	***Sheriff-Admin***	-$4,100
106-06	***Sheriff-LEC***	$0
106-07	***Sheriff-Jail (net change in cost to taxpayers)***	$0
1006-08	***Sheriff-Civil***	-$9,300
107	***Deeds***	$0
108	***Probate***	$0
109	***Finance***	$0
110	***Communications***	$0
Other	***Other***	$0
	Total Mgr Cuts to Expenses	**-$13,400**
	Net Increase in the Expenses over 2020 Expenses	**$774,894**
Summary:	*Total Expenditures Manager's Recom.*	$47,304,221
	Total Estimated Revenues	$ (12,886,408)
	Net Budget from Mgr. FY 2021	***$ 34,417,813***
	Dollar Increase over 2020	**$ 774,894**
	Net Increase over Last year	**2.30%**

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						
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 2020 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 2020 shows overall County increase of **Valuation Growth**

Tax Distribution Schedule

Town	State 2020 Valuation (7.52%)	2020 Tax	State 2021 Valuation (0.00%)	Val Change %	2021 Tax	Percent Tax Change
Baldwin	181,600,000	121,180	181,600,000	0.0%	123,971	2.30%
Bridgton	1,106,700,000	738,484	1,106,700,000	0.0%	755,493	2.30%
Brunswick	2,509,500,000	1,674,551	2,509,500,000	0.0%	1,713,120	2.30%
Cape Elizabeth	2,275,600,000	1,518,473	2,275,600,000	0.0%	1,553,448	2.30%
Casco	707,700,000	472,237	707,700,000	0.0%	483,114	2.30%
Chebeague Island	237,100,000	158,213	237,100,000	0.0%	161,857	2.30%
Cumberland	1,406,550,000	938,569	1,406,550,000	0.0%	960,187	2.30%
Falmouth	2,726,900,000	1,819,618	2,726,900,000	0.0%	1,861,529	2.30%
Freeport	1,863,700,000	1,243,618	1,863,700,000	0.0%	1,272,262	2.30%
Frye Island	175,100,000	116,842	175,100,000	0.0%	119,533	2.30%
Gorham	1,992,000,000	1,329,231	1,992,000,000	0.0%	1,359,847	2.30%
Gray	1,133,450,000	756,334	1,133,450,000	0.0%	773,754	2.30%
Harpswell	1,992,700,000	1,329,698	1,992,700,000	0.0%	1,360,325	2.30%
Harrison	545,700,000	364,137	545,700,000	0.0%	372,524	2.30%
Long Island	179,800,000	119,978	179,800,000	0.0%	122,741	2.30%
Naples	850,150,000	567,292	850,150,000	0.0%	580,358	2.30%
New Gloucester	588,450,000	392,664	588,450,000	0.0%	401,708	2.30%
North Yarmouth	570,400,000	380,617	570,400,000	0.0%	389,386	2.30%
Portland	10,507,000,000	7,011,159	10,507,000,000	0.0%	7,172,646	2.30%
Pownal	267,550,000	178,532	267,550,000	0.0%	182,644	2.30%
Raymond	1,175,550,000	784,426	1,175,550,000	0.0%	802,494	2.30%
Scarborough	4,778,350,000	3,188,519	4,778,350,000	0.0%	3,261,960	2.30%
Sebago	420,650,000	280,693	420,650,000	0.0%	287,158	2.30%
South Portland	4,622,350,000	3,084,423	4,622,350,000	0.0%	3,155,466	2.30%
Standish	1,198,800,000	799,941	1,198,800,000	0.0%	818,366	2.30%
Westbrook	2,268,700,000	1,513,868	2,268,700,000	0.0%	1,548,737	2.30%
Windham	2,272,500,000	1,516,404	2,272,500,000	0.0%	1,551,331	2.30%
Yarmouth	1,863,100,000	1,243,218	1,863,100,000	0.0%	1,271,853	2.30%
	50,417,650,000	33,642,919	50,417,650,000	0.00%	34,417,813	2.30%

Tax Calculation	2018	2019	2020		2021	
Total Estimated Expend	43,098,407	44,787,515	46,571,931		47,304,221	
Total Estimated Revent	(12,485,782)	(12,646,220)	(12,929,012)		(12,886,408)	
Designated Surplus	-	-	-		-	*Net Increase*
Tax Revenue Required	30,612,625	32,141,295	33,642,919		34,417,813	*2.30%*
	2018	*2019*	*2020*		*2021*	
Mil Rate	0.000694902	0.000685427	0.0006672846		0.0006826540	
Per $1,000	0.6949019	0.6854273	0.667284552		0.682654045	
Amount for $200,000 I	$ 138.98	$ 137.09	$ 133.46		$ 136.53	
Increase .	*$ (0.49)*	*$ (1.89)*	*$ (3.63)*		*$ 3.07*	

NON-DEPARTMENTAL DEBT SERVICE

COUNTY OF CUMBERLAND
FISCAL YEAR 2020

NON-DEPARTMENTAL & DEBT SERVICE											
ACCT #	ACCT #	DESCRIPTION	2017 ACTUAL	2018 Actual	2019 Actual	2020 FINAL BUDGET	2021 BUDGET REQUEST	2021 PRELIM	2021 FC BUDGET	2021 FINAL BUDGET
		PRINCIPAL								
11-120	9113	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		
11-120	9108	2008 Debt Principal for Interoperability Referendum	85,000	85,000						
11-120	9103	2003- Civic Center Revolving Bond -to Civic Ctr Page	556,613	345,000		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		
		2014- County CIP Debt	150,000	159,268		115,000	110,000	110,000		
		2016- County CIP Debt	140,000	312,981		280,000	160,000	160,000		
		2018- County CIP Debt				270,000	211,527	211,527		
		MBB 2020 Debt				32,000	32,000	32,000		
		2021 NEW Debt					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	-	-
		INTEREST								
11-120	9213	2012-Civic Center Referendum Ref $33M Interest	975,103	969,505	1,053,499	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		
11-120		2012-County Debt under Charter- Interest $2.775M	197,294	34,369	166,704	29,105	26,492	26,492		
		2014- County CIP Debt	-	33,213		26,913	22,325	22,325		
		2016- County CIP Debt	-	30,181		51,963	46,363	46,363		
		2018- County CIP Debt				92,600	68,500	68,500		
		2021 NEW Debt					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	-	-
		DEBT EXPENSE - LOANS								
11-120	9205	TAN Bank Charge/and Rating Agencies	22,300	11,800	19,166	35,000	35,000	35,000		
11-120	9210	TAN Legal Fees	15,075	13,973	5,000	6,000	6,000	6,000		
11-120	9220	TAN Interest	117,533	173,944	129,805	150,000	120,000	120,000		
		TOTAL DEBT EXPENSE - LOANS	154,908	199,718	153,972	191,000	161,000	161,000	-	-
		NON-DEPARTMENTAL								
11-140	5520	Retiree Life Insurance	5,879	6,444	6,511	6,000	6,000	6,000		
11-140	5550	Unemployment Insurance	9,371	19,378	16,496	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		
11-141	9526	County Capital Improvement Reserve for CIP	190,250	315,500	955,100	581,100	438,900	438,900		
11-141	9500	Civic Center Operational Subsidy	273,476	550,000	475,636	450,000	750,000	750,000		
11-141	5502	Contingent Appropriation	1,175	5,287	31,053	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		
		TOTAL NON-DEPARTMENTAL	800,952	1,210,767	1,824,910	1,607,100	1,794,900	1,794,900	-	-
		TOTAL NON-DEPARTMENTAL & DEBT SERVICE	4,475,791	4,865,233	5,758,103	5,384,419	5,420,879	5,420,879	-	-
							36,460	*36,460*	*(5,384,419)*	*(5,384,419)*

Maine
Cumberland **County**

Emergency Management

Joseph Chappell, Director

Wages for full & part time staff.

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

REVENUES	2018 Actual	2019 Actual	2020 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	2019 Actual	2020 Budget	2021 Budget
Labor	$ 468,104	$ 474,146	$ 476,611	$ 478,365
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	$ 638,761

Net Cost	**$ 302,184**	**$ 274,555**	**$ 307,117**	**$ 303,461**

Budget Objectives

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

Grant Funding:

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

Personnel

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

DEPARTMENTAL BUDGET SUMMARY COUNTY OF CUMBERLAND

11-101 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		Wages for full & part time staff.						
5120	Wages & Salaries (FT)	348,883	349,538	346,531	348,785	348,469	348,469	-	-
				20,000		20,000	20,000	-	-
5401	Overtime	725	94	1,000	-	1,000	1,000	-	-
5500	Benefits	118,496	124,514	109,080	106,109	108,897	108,897	-	-
	TOTAL PERSONNEL SERVICES	468,104	474,146	476,611	454,895	478,365	478,365	-	-
	OPERATIONS AND MAINTENANCE								
6130	Transportation & Lodging	12,359	5,288	6,000	3,978	4,500	4,500	-	-
6131	Gasoline	214	442	1,000	1,161	800	800	-	-
6231	Base Radio Repair	89		500	-	750	750	-	-
6232	Mobile Radio Repair	399		500	-	750	750	-	-
6400	Insurance- Building & Contents	2,302	2,312	4,014	2,513	4,014	4,014	-	-
6401	Insurance- Liability	5,029	5,051	8,770	5,490	8,770	8,770	-	-
6404	Insurance- Radio Equipment	454	456	792	496	792	792	-	-
6500	Office Supplies	1,855	2,113	1,500	1,857	1,500	1,500	-	-
6501	Training Supplies	480	745	750	190	1,000	1,000	-	-
6505	Printing & Engraving		330	2,360	3,023	2,000	2,000	-	-
6506	Postal Expenses	1,768	1,945	2,000	1,668	1,000	1,000	-	-
6507	Advertising	167		-	-	-	-	-	-
6508	Dues	50	100	500	700	500	500	-	-
6509	Books, Periodicals, & Subscriptions	189	201	200	216	200	200	-	-
6512	Training, Education, & Seminars	2,067		4,800	993	4,000	4,000	-	-
6513	Leases & Service Agreements	5,181	4,802	9,000	1,614	5,000	5,000	-	-
6800	Telephone & Communication	6,189	6,022	8,000	7,866	8,000	8,000	-	-
6801	Electricity Utility	4,031	3,826	8,000	7,311	8,000	8,000	-	-
6802	Gas Utility	2,873	2,954	4,500	4,472	4,500	4,500	-	-
6803	Water Utility	647	584	720	704	720	720	-	-

EMERGENCY MANAGEMENT AGENCY

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
6806	Fuel Oil	910	1,000	-	-	-	-	-	-
6903	Food & Groceries	3,280	2,382	2,100	2,149	1,800	1,800	-	-
6904	Institutional Supplies	187	305	400	994	400	400	-	-
6913	Safety Equipment	1,221	2,951	3,000	3,045	3,000	3,000	-	-
6914	Non-Food Items Purchases	411	385	400	584	400	400	-	-
6950	Other				-	-	-	-	-
	TOTAL O&M	52,352	44,192	69,806	51,022	62,396	62,396	-	-
	CAPITAL OUTLAY								
71701	Homeland Security HazMat/WMD CIP	85,366	96,464	95,000	88,421	95,000	95,000	-	-
7350	Office Equipment	897	1,746	3,000	1,766	3,000	3,000	-	-
7355	Computer Hardware			-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	86,263	98,210	98,000	90,187	98,000	98,000	-	-
	TOTAL DEPARTMENT	606,719	616,548	644,417	596,103	638,761	638,761	-	-
						(5,656)	(5,656)	(644,417)	(644,417)
						-0.9%	-0.9%	-100.0%	-100.0%

EMERGENCY MANAGEMENT AGENCY

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

11-101 DEPARTMENT: EMERGENCY MANAGEMENT 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		
	Wages & Salaries (PT)	20,000		20,000	Interns	20,000		
5401	Overtime	1,000		1,000		1,000		
5510	Health Insurance	54,305	48,846	55,389		55,389		
5520	Retirement	15,825	18,574	19,410		19,410		
5530	Social Security	28,678	30,237	26,734		26,734		
5540	Workers Comp	1,315	1,051	1,315		1,315		
5560	Deferred Comp	8,957	7,402	6,048		6,048		
5500	Total Employee Benefits	109,080	106,109	108,897	Taxes and benefits for departmental employees.	108,897	-	-
	TOTAL PERSONNEL SERVICES	476,611	454,895	478,365	TOTAL	478,365	-	-
	OPERATIONS AND MAINTENANCE							
6130	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		
6131	Gasoline	1,000	1,161	800	Fuel for CCEMA vehicles.	800		
6231	Base Radio Repair	500		750	Base radio amount for repair expenses.	750		
6232	Mobile Radio Repair	500		750	Mobile radio repair expenses.	750		
6400	Insurance- Building & Contents	4,014	2,513	4,014	Agency share of insurance costs.	4,014		
6401	Insurance- Liability	8,770	5,490	8,770	Agency share of insurance costs.	8,770		
6404	Insurance- Radio Equipment	792	496	792	Insurance on EMA radio equipment.	792		

LINE ITEM BUDGET JUSTIFICATION 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	1,500	1,857	1,500	**General consumable office supplies.**	1,500		
6501	Training Supplies	750	190	1,000	**Supplies, equipment, and programs used to provide community classes.**	1,000		
6505	Printing & Engraving	2,360	3,023	2,000	**business cards, and print/copy costs/toner**	2,000		
6506	Postal Expenses	2,000	1,668	1,000	**Postage costs for mailing correspondence/reports.**	1,000		
6507	Advertising			-		-		
6508	Dues	500	700	500	**IAEM Dues/professionala dues.**	500		
6509	Books, Periodicals, & Subscriptions	200	216	200	**Professional Journals/books.**	200		
6512	Training, Education, & Seminars	4,800	993	4,000	**Training classes not offered free by the Maine Emergency Management Agency.**	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		
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		
6801	Electricity Utility	8,000	7,311	8,000	Power for EMA bunker.	8,000		
6802	Gas Utility	4,500	4,472	4,500	Natural gas.	4,500		
6803	Water Utility	720	704	720	Water fees for EMA bunker	720		

EMERGENCY MANAGEMENT AGENCY

LINE ITEM BUDGET JUSTIFICATION 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
6806	Fuel Oil			-		-		
6903	Food & Groceries	2,100	2,149	1,800	Operational & emergency food and supplies.	1,800		
6904	Institutional Supplies	400	994	400	Operational & emergency supplies such as air mattresses, coffee pots, & blankets.	400		
6913	Safety Equipment	3,000	3,045	3,000	MRE's for 15 people x 3mealsx 3 days Replacement and maintenance for emergency management equipment; EPI & handouts.	3,000		
6914	Non-Food Items Purchases	400	584	400	Other EMA supplies.	400		
		-	-	-		-	-	-
	TOTAL O&M	69,806	51,022	62,396	TOTAL	62,396	-	-
	CAPITAL OUTLAY							
7111	Homeland Security HazMat/WMD CIP	95,000	88,421	95,000		95,000		
7350	Office Equipment	3,000	1,766	3,000		3,000		
7355	Computer Hardware					-		
		-	-	-		-	-	-
	TOTAL CAPITAL OUTLAY	98,000	90,187	98,000	TOTAL	98,000	-	-
	TOTAL EMA	644,417	596,103	638,761	TOTAL	638,761	-	-
				(5,656)		(5,656)	(644,417)	(644,417)
				-0.9%		-0.9%	-100.0%	-100.0%

EMERGENCY MANAGEMENT AGENCY

COUNTY OF CUMBERLAND

Maine Cumberland County

DISTRICT ATTORNEYS OFFICE

Stephanie Anderson, DA

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

	2017 Actual	2018 Actual	2019 Actual	2021 Budget
DA	$ 184,604	$ 177,800	$ 166,107	$ 165,000

EXPENSES 2021

Labor	O&M	Capital	TOTAL
1,922,512	233,726	1,500	2,157,738

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

Prosecutes approx 11,000 cases per year
Coordinates Check Enforcement Program

Coordinates the "Deferred Disposition Program"

Coordinates collection and disbursement of approx $600,000 each year back to victims.
Has five teams of attorneys dedicated to Adult Felony and Misdemeanor, Juvenile, and Domestic Violence Crimes

Personnel

DISTRICT ATTORNEY	*Full Time*	*Part Time*
Business & Communication Coordinator	1	
Executive Assistant	1	
Intern		6
Paralegal	1	
Legal Administrative Supervisor	2	
Receptionist	2	
Trial Assistant	11	
Victim Assistant	4	
Coord of Rehab & diversion program	1	1
Restitution Clerk		1
	23	7

DEPARTMENTAL BUDGET SUMMARY COUNTY OF CUMBERLAND

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 staff.						
5120	Wages & Salaries (FT)	1,116,820	1,135,504	1,265,928	1,200,905	1,284,621	1,284,621	-	-
5205	Wages & Salaries (PT)	-	11,504	-	-		-	-	-
5210	Seasonal/Temporary/Intern	60,856	64,379	82,300	68,363	82,300	82,300	-	-
3500	Employee Benefits & Taxes	460,353	474,057	521,826	487,572	555,591	555,591	-	-
	TOTAL PERSONNEL SERVICES	1,638,028	1,685,444	1,870,054	1,756,840	1,922,512	1,922,512	-	-
	OPERATIONS AND MAINTENANCE								
6130	Transportation & Lodging	24,619	16,053	23,000	27,603	28,000	28,000	-	-
6301	Professional Services	91	1,500	1,500	1,912	1,500	1,500	-	-
6305	Stenographer-Transcripts	6,333	1,500	4,000	1,912	4,000	4,000	-	-
6307	Witness Fees & Expenses - DA	4,029	2,699	6,000	4,076	5,000	5,000	-	-
6308	Witness Fees & Expenses - AG	-	8,160	1,000	3,341	1,000	1,000	-	-
6309	Laboratory Tests	-	985	250	-	250	250	-	-
6400	Insurance - Building & Contents (Bath)	1,602	1,609	1,819	1,742	1,750	1,750	-	-
6401	Insurance- Liability	5,129	5,159	7,226	7,166	7,226	7,226	-	-
6500	Office Supplies	18,599	13,020	13,000	12,031	13,000	13,000	-	-
6505	Printing and Engraving	4,495	9,211	12,000	12,352	12,000	12,000	-	-
6506	Postal Expenses	5,956	4,459	6,000	4,633	6,000	6,000	-	-
6507	Advertising	664	815	1,000	415	1,000	1,000	-	-
6508	Dues	25,904	25,032	7,500	7,479	7,500	7,500	-	-
	Restorative Justice			20,000		20,000	20,000	-	-
6509	Books, Periodicals, & Subscriptions	19,330	23,733	20,500	21,417	20,500	20,500	-	-
6511	Equipment Rental	12,741	12,336	2,500	5,294	2,000	2,000	-	-
6512	Training, Education, & Seminars	3,925	14,030	14,000	12,573	14,000	14,000	-	-
6513	Leases & Service Agreements	50,274	52,592	75,000	73,499	76,000	76,000	-	-
6800	Telephone & Communication	11,362	12,958	12,500	13,107	13,000	13,000	-	-
	TOTAL O&M	195,053	205,850	228,795	210,549	233,726	233,726	-	-

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								
7325	Furniture & Fixtures	1,368	1,007	1,500	1,820	1,500	1,500	-	-
7355	Computer Hardware			-	-	-	-	-	-
		-	-	-	-	-	-	-	-
	TOTAL CAPITAL OUTLAY	1,368	1,007	1,500	1,820	1,500	1,500	-	-
	TOTAL DEPARTMENT	1,834,449	1,892,300	2,100,349	1,969,209	2,157,738	2,157,738	-	-
						57,389	57,389	(2,100,349)	(2,100,349)
						2.7%	2.7%	-100.0%	-100.0%

LINE ITEM BUDGET JUSTIFICATION 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		
		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 and other temporary positions	82,300		
5510	Health Insurance	339,990	315,493	360,772		360,772		
5520	Retirement	63,681	64,730	71,960		71,960		
5530	Social Security	102,566	95,697	104,569		104,569		
5540	Workers Comp	4,684	3,743	4,684		4,684		
5560	Deferred Comp	10,905	7,909	13,605		13,605		
5500	Employee Benefits & Taxes	521,826	487,572	555,591	Taxes and benefits for departmental employees.	555,591	-	-
	TOTAL PERSONNEL SERVICES	1,870,054	1,756,840	1,922,512	2.8% TOTAL	1,922,512	-	-
	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		
6301	Professional Services	1,500	1,912	1,500	Auditor expense - extradition/restitution accounts	1,500		
6305	Stenographer- Transcripts	4,000	4,076	4,000	Court transcripts required for case preparation and appeals.	4,000		
6307	Witness Fees & Expenses- DA	6,000	3,341	5,000	Allocation for legislative requirement.	5,000		

DISTRICT ATTORNEY

LINE ITEM BUDGET JUSTIFICATION 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		
6309	Laboratory Tests	250		250	State legislated requirement for medical testing fees for victims of crime	250		
6400	Insurance - Building & Contents	1,819	1,742	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		
6500	Office Supplies	13,000	12,031	13,000	Departmental office supplies	13,000		
6505	Printing and Engraving	12,000	12,352	12,000	Case Folders, letterhead, envelopes Toner Cartridges (From IT)	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		
6507	Advertising	1,000	415	1,000	Job Placement ads / PIO materials	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		
	New Account - 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		
6509	Books, Periodicals, & Subscriptions	20,500	21,417	20,500	Yearly Expenses for statute updates, reference	20,500	-	

DISTRICT ATTORNEY

LINE ITEM BUDGET JUSTIFICATION 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
					books and subscriptions for additional attorneys-projected savings by reductions in subscriptions			
6511	Equipment Rental	2,500	5,294	2,000	Stoneybrook water service /Ricoh WB copier expense other rented equipt	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		
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		
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		
		-	-	-		-	-	-
	TOTAL O&M	228,795	208,638	233,726	TOTAL	233,726	-	-
	CAPITAL OUTLAY							

DISTRICT ATTORNEY

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2020 ADOPTED BUDGET	2019 ACTUAL EXPENSE	2021 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION	2021 PRELIM	2021 EC BUDGET	2021 FINAL BUDGET
7325	Furniture & Fixtures	1,500	1,820	1,500	To replace chairs & furniture & furnishings as they break and add ergonomic fixtures as needed.	1,500		-
7355	Computer Hardware		-					
7400	Capital Improvement Program	-	-	-		-	-	-
	TOTAL CAPITAL OUTLAY	1,500	1,820	1,500	TOTAL	1,500	-	-
	TOTAL DISTRICT ATTORNEY	2,100,349	1,967,297	2,157,738	TOTAL	2,157,738	-	-
				57,389		57,389	(2,100,349)	(2,100,349)
				2.7%		2.7%	-100.0%	-100.0%

DISTRICT ATTORNEY

Maine
Cumberland **County**

Executive Administration

James Gailey, County Manager

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
566,408	167,200		733,608

Grant & Enterprise Funding:

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

BUDGET OBJECTIVES	Personnel	REGULAR		GRANT & CONTRACT	
		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	
Project co-ordinator and admin assistant to Casco Bay CAN program co-ordinator	DRUG FREE PROJECT 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 COORD			1	
Assistant to CDBG Coordinator assisting with grant follow through and commitments, also part time with S. Portland CDBG program	CDBG DEVELOPMENT ASST			1	
Set County policy and provide guidance to County Manager	COMMISSIONERS	5			
		8	1	3	1

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-103	DEPARTMENT: EXECUTIVE					ACTIVITY CENTER: ADMINISTRATION			
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	-	-
5205-01	Wages & Salaries (PT)	-	74,772	62,417	93,262	54,413	54,413	-	-
5401-01	Overtime	5,045	3,127	1,000	513	1,000	1,000	-	-
5500-01	Employee Benefits & Taxes	160,645	170,013	169,046	166,953	174,750	174,750	-	-
	TOTAL PERSONNEL SERVICES	452,597	547,788	559,236	549,717	566,408	566,408	-	-
	OPERATIONS & MAINTENANCE								
6130-01	Transportation & Lodging	27,225	10,409	20,000	16,274	20,000	20,000	-	-
6301-01	Professional Services	34,819	34,460	45,000	29,792	45,000	45,000	-	-
6302-01	Legal Services	56,707	14,508	28,000	12,816	28,000	28,000	-	-
6400-01	Building & Contents Insurance	3,064	3,077	5,350	3,330	4,500	4,500	-	-
6407-01	Surety Bond Premiums	2,587	2,598	4,200	2,812	3,500	3,500	-	-
6500-01	Office Supplies	8,232	4,429	5,500	1,873	5,000	5,000	-	-
6505-01	Printing & Engraving	1,491	512	1,200	800	1,200	1,200	-	-
6506-01	Postal Expenses	463	2,024	3,000	3,652	3,500	3,500	-	-
6507-01	Advertising	706	1,233	-	14	500	500	-	-
6508-01	Dues	27,455	22,718	38,500	28,511	38,500	38,500	-	-
6509-01	Books periodicals, subs	665	33	500	19	500	500	-	-
6512-01	Training, Education, & Seminars	12,016	2,249	8,000	1,501	6,000	6,000	-	-
6513-01	Leases & Service Agreements	11,505	11,178	8,500	4,803	6,000	6,000	-	-
6609-01	Equipment Repair	-	-	-	-	-	-	-	-
6800-01	Telephone & Communication	4,149	2,896	5,000	3,289	5,000	5,000	-	-
	TOTAL O&M	191,084	112,321	172,750	109,487	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	733,608	733,608	-	-
						1,622	1,622	(731,986)	(731,986)
						0.2%	0.2%	-100.0%	-100.0%

EXEC-ADMINISTRATION

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

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	336,246	Wages for full-time departmental staff.	336,246		
5401-01	Overtime/Taping	1,000	513	1,000	Adjusted to actual	1,000		
5205-01	Wages & Salaries (PT)	62,417	93,262	54,413	DV & Special projects	54,413		
5510	Health Insurance	105,380	102,020	107,226		107,226		
5520	Retirement	15,087	14,769	15,708		15,708		
5530	Social Security	29,850	29,612	29,885		29,885		
5540	Workers Comp	1,861	1,487	1,861		1,861		
5560	Deferred Comp	16,868	19,063	20,070		20,070		
5500-01	Employee Benefits & Taxes	169,046	166,953	174,750	Benefits and taxes for departmental employees.	174,750	-	-
	TOTAL PERSONNEL SERVICES	559,236	549,717	566,408	1.3% TOTAL	566,408	-	-
	OPERATIONS & MAINTENANCE							
6130-01	Transportation & Lodging	20,000	16,274	20,000	Transportation and costs associated with traveling to meetings with county and municipal officials, as well as to testify at legislative hearings and participate in conferences	20,000		
6301-01	Professional Services	45,000	29,792	45,000	Services needed for general operation of county services.	45,000		
6302-01	Legal Services	28,000	12,816	28,000	Legal fees associated with consultation and pending law suits and arbitrations	28,000		
6400-01	Building & Content Insurance	5,350	3,330	4,500	Departmental share of insurance premium.	4,500		
6407-01	Surety Bond Premiums	4,200	2,812	3,500	Bond obtained through MCCA.	3,500		
6500-01	Office Supplies	5,500	1,873	5,000	Departmental office supply costs.	5,000		
6505-01	Printing & Engraving	1,200	800	1,200	General printing costs to include county budget, annual report, budget	1,200		

LINE ITEM BUDGET JUSTIFICATION 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
6506-01	Postal Expenses	3,000	3,652	3,500	Departmental postage costs.		3,500		
6507-01	Advertising		14	500	Legal notices and job postings in area newspapers.		500		
6508-01	Dues	38,500	28,511	38,500	Professional Memberships		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		
6512-01	Training, Education, & Seminars	8,000	1,501	6,000	MCCA Convention, MMA, ICMA & NACO conference		6,000		
6513-01	Leases & Service Agreements	8,500	4,803	6,000	Lease agreement/ copier		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		
	TOTAL O&M	172,750	109,487	167,200			167,200	-	-
	TOTAL ADMINISTRATION	731,986	659,204	733,608		TOTAL	733,608	-	-
				1,622			1,622	(731,986)	(731,986)
				0.2%			0.2%	-100.0%	-100.0%

EXEC-ADMINISTRATION

Maine
Cumberland **County**

Information Technology

Aaron Gilpatric Director

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

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

Personnel

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

COUNTY OF CUMBERLAND

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				Wages for full & part time staff.				
5120	Wages & Salaries (FT)	285,401	309,279	327,452	319,426	335,797	335,797	-	-
5500	Employee Benefits & Taxes	107,078	114,369	138,215	126,770	135,307	135,307	-	-
	TOTAL PERSONNEL SERVICES	392,479	423,648	465,667	446,196	471,104	471,104	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	3,924	3,797	4,000	4,000	4,000	4,000	-	-
6301	Professional Services	22,776	10,002	14,000	8,760	14,000	14,000	-	-
6500	Office Supplies	956	961	1,000	533	1,000	1,000	-	-
6503	Computer, Software, & Supplies	35,235	37,256	36,000	36,159	36,000	36,000	-	-
6505	Printing & Engraving			500		200	200	-	-
6512	Training, Education, & Seminars	5,372	12,683	15,000	12,935	15,000	15,000	-	-
6514	maintenance Contracts	252,213	276,677	316,282	294,543	339,054	339,054	-	-
6811	Computer Repair	7,424	8,476	8,000	5,804	8,000	8,000	-	-
6800	Telephone & Communication	81,517	89,809	57,800	44,239	66,200	66,200	-	-
	TOTAL O&M	409,418	439,661	452,582	406,973	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	-	-
						36,308	36,308	(918,249)	(918,249)
						4.0%	4.0%	-100.0%	-100.0%

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

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

INFORMATION TECHNOLOGY (IT)

LINE ITEM BUDGET JUSTIFICATION 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
					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)	$ 83,520			
					Citrix	$ 9,400			
						$ -			
						$ 339,054			
6611	Computer Repair	8,000	5,804	8,000	Repair equipment formerly under maintenance contract.		8,000		
6800	Telephone & Communication	57,800	44,239	66,200	System wide internet, wireless access and fiber lines		66,200		
	TOTAL O&M	452,582	407,166	483,454		TOTAL	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	-	-
				36,308			36,308	(918,249)	(918,249)
				4.0%			4.0%	-100.0%	-100.0%

INFORMATION TECHNOLOGY (IT)

Maine
Cumberland **County**

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
504,299	81,805	7,000	593,104

Statistics

Responsible for servicing & supporting over 405 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

Personnel

	Full Time	*Part Time*
HUMAN RESOURCE DIRECTOR	1	
EMPLOYEE RELATIONS COORD.	1	
HUMAN RESOURCES SPECIALIST	1	
SAFETY COORDINATOR	1	
ADMINISTRATIVE ASSISTANT	1	
	5	

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-103	DEPARTMENT: HUMAN RESOURCES				ACTIVITY CENTER: HUMAN RESOURCES				
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	-	-
5500	Employee Benefits & Taxes	72,289	90,881	103,662	99,001	143,104	143,104	-	-
	TOTAL PERSONNEL SERVICES	298,862	371,462	396,194	382,765	504,299	504,299	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	1,520	588	3,680	1,161	2,000	2,000	-	-
6301	Professional Services	16,956	56,847	50,000	26,305	50,235	50,235	-	-
6500	Office Supplies	3,325	2,775	2,990	2,777	3,300	3,300	-	-
6505	Printing & Engraving	123	178	250	161	175	175	-	-
6506	Postal Expenses	694	802	615	402	500	500	-	-
6508	Dues	349	85	550	239	550	550	-	-
6509	Books, Periodicals, & Subscriptions	517	3,884	3,600	2,899	3,450	3,450	-	-
6512	Training, Education, & Seminars	12,884	8,854	17,345	9,134	17,345	17,345	-	-
6513	Leases & Service Agreements				1,913	1,950	1,950		
6515	Wellness	3,336	(10,140)		3,066	2,000	2,000	-	-
6800	Telephone & Communication	843	322	-	137	300	300	-	-
	TOTAL O&M	40,547	64,195	81,430	48,195	81,805	81,805	-	-
	CAPITAL OUTLAY								
7361	Occupational Health & Safety Equip.	4,799	-	-	-	7,000	7,000	-	-
	TOTAL CAPITAL OUTLAY	4,799	-	-	-	7,000	7,000	-	-
	TOTAL ACTIVITY CENTER	344,208	435,657	477,624	430,960	593,104	593,104	-	-
						115,480	115,480	(477,624)	(477,624)
						24.2%	24.2%	-100.0%	-100.0%

LINE ITEM BUDGET JUSTIFICATION 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		
				65,739	*Safety Coordinator*			65,739		
5510	Health Insurance	57,518	54,656	84,678				84,678		
5520	Retirement	22,633	21,630	29,662				29,662		
5530	Social Security	22,379	21,481	27,631				27,631		
5540	Workers Comp	1,132	904	1,132				1,132		
5560	Deferred Comp		329	-				-		
5500	Employee Benefits & Taxes	103,662	99,001	143,104	Benefits and taxes for departmental employees.			143,104	-	-
	TOTAL PERSONNEL SERVICES	396,194	382,765	504,299			TOTAL	504,299	-	-
	OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	3,680	1,161	2,000	Use of personal vehicles, mileage reimbursement, HR Conferences; meals & lodging	$	3,680	2,000		
6301	Professional Services	50,000	$26,305	50,235	Group Dynamics Section 125 FSA Admin Fee	$	875	50,235		
					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	$	2,275			
					ICMA Annual Plan Fee	$	250			
					New Sharpe Copier Contract - formerly Ricoh	$	695			
					Fleetscreen - Annual fee; testing	$	25			
					HR Consultants - training, investigations, services	$	14,518			
						$	50,235			

HUMAN RESOURCES

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

HUMAN RESOURCES

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

ACCT #	ACCOUNT DESCRIPTION	2020 ADOPTED BUDGET	2019 ACTUAL EXPENSE	2021 BUDGET REQUEST	LINE ITEM BUDGET REQUEST JUSTIFICATION		2021 PRELIM	2021 IFC BUDGET	2021 FINAL BUDGET
6800	Telephone expense	400	137	300		$ 400	300		
	TOTAL O&M	81,430	48,195	81,805			81,805	-	-
	CAPITAL OUTLAY								
7361	Occupational Health & Safety Equip.			4,000	Employee Ergonomic costs associated with workstations	$ 4,000	4,000		
	Safety Program			3,000	safety training program	$ 3,000	3,000		
		-	-	-			-	-	-
		-	-	7,000		TOTAL	7,000	-	-
		477,624	430,960	593,104		TOTAL	593,104	-	-
				115,480			115,480	(477,624)	(477,624)
				24.2%			24.2%	-100.0%	-100.0%

HUMAN RESOURCES

Maine
Cumberland **County**

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

	2,017	2,018	2,019	2018 Budget
FAC				-

EXPENSES **2021**

	Labor	O&M	Capital	TOTAL
	1,694,046	952,896	2,000	2,648,942
ENTERPRISE				311,603
TOTAL DEPT				2,960,545

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

Statistics

Responsible for Fleet maintenance e fleet 140 vehicles
Responsible for 7 buildings, and over 416,350 sq feet
Responsible to maintain operations for:

EMA	Probate	Executive
DA	Finance	Garage
Treasurer	CCRCC	
Deeds	Sheriff Office	

Negotiate over $1 million dollars in Utility costs

Personnel

Facility	Full Time	Part Time	Court lease	Jail
FACILITIES MANAGER	1			
MAINTENANCE SUPERVISOR	1			
FACILITIES SUPERVISOR				1
CUSTODIAN SUPERVISOR	1			
CUSTODIAN	3	1	3	1
ELECTRICAN SUPERVISOR	1			
ELECTRICIAN	1			1
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

DEPARTMENTAL BUDGET SUMMARY COUNTY OF CUMBERLAND

11-105 DEPARTMENT: FACILITIES

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 staff.						
5120	Wages & Salaries (FT)*	1,002,794	1,002,794	1,187,616	933,927	1,136,449	1,136,449	-	-
5210	Seasonal/Temporary/Intern	-	-	-	-	-	-	-	-
5401	Overtime	25,810	25,810	34,156	20,852	34,156	34,156	-	-
5500	Employee Benefits & Taxes	434,722	434,722	511,112	391,283	523,441	523,440	-	-
	TOTAL PERSONNEL SERVICES	1,463,326	1,463,326	1,732,884	1,346,062	1,694,046	1,694,046	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	210	210	2,000	928	1,500	1,500	-	-
6131	Gas, Oil, & Grease	52,126	52,126	62,500	61,362	63,500	63,500	-	-
6132	Vehicle Repair	89,027	89,027	86,000	57,992	81,000	81,000	-	-
6301	Professional Services	11,113	11,113	9,900	4,938	7,900	7,900	-	-
6303	Contract Special Services	5,511	5,511	10,000	4,737	7,500	7,500	-	-
6304	Security Services	999	999	1,400	1,722	1,772	1,772	-	-
6400	Insurance- Building & Contents	32,848	32,848	56,787	35,550	53,072	53,072	-	-
6401	Insurance- Liability	1,805	1,805	17,294	1,954	16,163	16,163	-	-
6402	Vehicle Insurance	8,599	8,599	14,866	9,306	13,893	13,893	-	-
6405	Insurance - Boilers/ Mechanical	5,073	5,073	8,770	5,490	8,196	8,196	-	-
6500	Office Supplies	1,298	1,298	1,500	1,230	1,400	1,400	-	-
6502	Cleaning Supplies	8,499	8,499	8,600	9,087	9,200	9,200	-	-
6504	Maintenance Supplies	17,351	17,351	18,500	9,611	18,500	18,500	-	-
6505	Printing & Engraving	202	202	450	820	450	450	-	-
6506	Postal Expenses	896	896	300	95	190	190	-	-
6507	Advertising	249	249	200	-	200	200	-	-
6508	Dues	1,104	1,104	1,200	776	850	850	-	-
6509	Books, Periodicals, & Subscriptions	147	147	150	101	150	150	-	-
6510	Tools & Implements	2,077	2,077	2,500	2,051	2,500	2,500	-	-
6511	Equipment Rental	9,220	9,220	12,010	9,878	12,010	12,010	-	-
6512	Training, Education, & Seminars	1,865	1,865	2,700	2,029	2,700	2,700	-	-
6513	Lease & service Agreements	150,349	150,349	176,400	152,042	181,000	181,000	-	-
6514	Maintenance Contracts	66,268	66,268	69,000	54,519	71,500	71,500	-	-

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
6600	Cleaning & Sanitary	5,555	5,555	3,750	2,187	3,750	3,750	-	-
6601	Snow Removal	7,026	7,026	8,500	5,260	8,500	8,500	-	-
6602	Lot & Grounds Maintenance	3,528	3,528	4,000	2,098	4,000	4,000	-	-
6603	Building & Structure Repair	32,813	32,813	28,500	15,187	28,500	28,500	-	-
6604	Heating & Cooling (HVAC) Repair	21,901	21,901	19,500	28,961	19,500	19,500	-	-
6605	Electrical Repair	6,056	6,056	18,500	24,835	18,500	18,500	-	-
6606	Painting Repair	3,414	3,414	6,000	5,309	6,000	6,000	-	-
6607	Plumbing Repair	10,466	10,466	9,200	5,600	9,200	9,200	-	-
6608	Elevator Repair	825	825	1,000	633	1,000	1,000	-	-
6609	Equipment Repair	4,614	4,614	4,000	10,173	4,000	4,000	-	-
6612	Furniture Repair	3,193	3,193	1,200	3,530	1,200	1,200	-	-
6800	Telephone & Communication	3,588	3,588	3,000	6,191	6,200	6,200	-	-
6801	Electricity Utility	120,089	120,089	134,000	133,834	136,000	136,000	-	-
6802	Gas Utility	54,369	54,369	76,000	66,656	76,000	76,000	-	-
6803	Water Utility	5,293	5,293	7,000	5,338	7,000	7,000	-	-
6804	Sewer Utility	30,167	30,167	30,000	28,015	30,000	30,000	-	-
6805	Rubbish Removal	12,996	12,996	16,500	12,469	16,500	16,500	-	-
6806	Fuel Oil	222	222	250	1,708	600	600	-	-
6906	Paper Goods	14,470	14,470	12,000	6,918	11,000	11,000	-	-
6908	Clothing- Uniforms	2,648	2,648	4,500	5,050	4,500	4,500	-	-
6909	Clothing- Cleaning	3,771	3,771	3,800	3,159	3,800	3,800	-	-
6913	Safety Equipment	416	416	2,000	1,154	2,000	2,000	-	-
6950	misc expense PRC	-	-	-	-	-	-	-	-
	TOTAL O&M	814,254	814,254	956,227	800,482	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	-	-
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	-	-
	TOTAL DEPARTMENT	2,285,902	2,282,902	2,697,611	2,151,309	2,648,942	2,648,942	-	-
						(48,669)	(48,669)	(2,697,611)	(2,697,611)
						-1.8%	-1.8%	-100.0%	-100.0%

FACILITIES

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

11-105	DEPARTMENT: FACILITIES									
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)	1,157,616	933,927	1,131,449	Wages for full-time departmental staff.	$	-	1,131,449		
		25,000			24 to 40 hours Jail & LEC Custodian					
5205	Wages & Salaries (PT)	5,000	300	5,000	Wages for maint./ special projects.			5,000		
5210	Seasonal/Temporary/Intern									
5401	Overtime	34,156	20,852	34,156	Wages for required overtime work and call in work.			34,156		
5510	Health Insurance	286,856	215,636	302,385				302,385		
5520	Retirement	86,892	72,218	84,871				84,871		
5530	Social Security	91,171	69,012	89,551				89,551		
5540	Workers Comp	30,768	24,584	30,768				30,768		
5560	Deferred Comp	15,425	9,833	15,865				15,865		
5500	Employee Benefits & Taxes	511,112	391,283	523,441	Taxes and benefits for departmental employees.			523,440	-	-
	TOTAL PERSONNEL SERVICES	1,732,884	1,346,362	1,694,046	-2.2%		TOTAL	1,694,046	-	-
	OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	2,000	928	1,500	Departmental travel expenses including for training.	$	1,500	1,500		
6131	Gas Oil & Grease	62,500	61,362	63,500	Gas, oil, grease, and maintenance for departmental vehicles and machines.	$	9,000	63,500		
					Tires for all County vehicles.	$	50,000			
					Oil & grease for Sheriff vehicles.	$	4,500			
6132	Vehicle Repair	86,000	57,992	81,000	Parts and labor for automobile and machine repair.	$	8,000	81,000		
					Sheriff Administration/ Support Services	$	10,000			
					Sheriff Law Enforcement	$	27,000			
					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		
					Indoor Air Quality tests.	$	2,900			

LINE ITEM BUDGET JUSTIFICATION 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	$	3,000	7,500		
					Hazardous Mats (lamp)	$	2,000			
					Backflow testing	$	500			
					work order system fleet	$	2,000			
6304	Security Services	1,400	1,722	1,772	Security	$	1,772	1,772		
6400	Insurance -Building & Contents	56,787	35,550	53,072	Courthouse.	$	53,072	53,072		
					Garage.					
6401	Insurance- Liability	17,294	1,954	16,163	Departmental share of insurance.	$	16,163	16,163		
6402	Vehicle Liability	14,866	9,306	13,893	Departmental share of insurance.	$	13,893	13,893		
6405	Insurance - Boilers/ Mechanical	8,770	5,490	8,196	Departmental share of insurance.	$	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		
6502	Cleaning Supplies	8,600	9,087	9,200	Custodial supplies. (Does not include Jail secure area.)			9,200		
					Car Cleaning Supplies	$	100			
					Courthouse.	$	7,100			
					Garage.	$	600			
					EMA & Dispatch	$	1,100			
					25 Pearl Street	$	300			
6504	Maintenance Supplies	18,500	9,611	18,500	Repair supplies.			18,500		
					Courthouse	$	12,000			
					Garage.	$	1,825			
					EMA.	$	1,850			
					Law Enforcement Center.	$	725			
					Communications	$	2,100			

FACILITIES

LINE ITEM BUDGET JUSTIFICATION 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
6505	Printing & Engraving	450	820	450	Printing for work orders, forms, and blueprints.	$	450	450		
6506	Postal Expenses	300	95	190	Departmental postage costs.	$	160	190		
6507	Advertising	200		200	For material bids and personnel	$	200	200		
6508	Dues	1,200	776	850	NFPA			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		
					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		
6511	Equipment Rental	12,010	9,878	12,010	Pagers.	$	1,000	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		
					Training safety	$	1,100			
					work order system					
					seminars.	$	1,600			

FACILITIES

LINE ITEM BUDGET JUSTIFICATION 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
6513	Leases and Service Agreements	176,400	152,042	181,000	Leased Office Space and Common Charges	$	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		
					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.			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		
					EMA & Dispatch.	$	3,500			
6602	Lot & Grounds Maintenance	4,000	2,098	4,000	Loam, seed, sod.	$	1,000	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		
					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			

FACILITIES

LINE ITEM BUDGET JUSTIFICATION 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		
					Courthouse.	$	12,500			
					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		
					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		
					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		
					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		
6609	Equipment Repair	4,000	10,173	4,000	Repair for County equipment.	$	4,000	4,000		
6612	Furniture Repair	1,200	3,530	1,200	Repair material for any County furniture.	$	1,200	1,200		
6800	Telephone & Communication	3,000	6,191	6,200	Telephone Costs	$	6,200	6,200		
6801	Electricity Utility	134,000	133,834	136,000	Electricity costs for county properties .04880 kwh			136,000		
					Communications	$	33,048			
					Garage	$	21,852			

FACILITIES

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

FACILITIES

LINE ITEM BUDGET JUSTIFICATION 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	-	-
	CAPITAL OUTLAY								
7305	Building & Building Improvement								
7315	Electrical Capital	2,000		$ 2,000	Energy controls (lighting) courthouse	$ 2,000	$ 2,000		
7335	Maintenance Capital								
7350	Office Equipment	-			Replace misc office equipment				
7355	Computer Hardware	-	2,560						
7361	Occupational Health & Safety Equip.	3,500	5,764		Moved to HR Budget				
	Safety Program	3,000	2,205		Moved to HR budget				
	TOTAL CAPITAL OUTLAY	8,500	10,529	2,000			2,000	-	-
	TOTAL FACILITIES	2,697,611	2,157,373	2,648,942		TOTAL	2,648,942	-	-
		14		-1.8%			(48,669)	(2,697,611)	(2,697,611)
							-1.8%	-100.0%	-100.0%

ENTERPRISE ACTIVITIES TOTAL	311,603
OVERALL DEPARTMENTAL EXPENSES	2,960,545

Maine
Cumberland **County**

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

	2015 Actual	2018 Actual	2019 Actual	2021 Budget	
GAR	-	2,817	-	-	Garage Operations
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	

EXPENSES 2021

	Labor	O&M	Capital	TOTAL
Garage Operations	76,699	10,250	1,000	87,949

Statistics

Gross spaces available in the Garage	328
Dedicated to the Portland Police Dept.	-52
Monthly contacts with the State	-100
Monthly contracts with local business	-130
County Employee parking daily	-50
Public parking for Jury Duty and General Public	*varies*

Personnel

	Full Time	*Part Time*
PARKING GARAGE OPERATOR	1	
GARAGE ATTENDANT*	0	0
	1	0

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-103	DEPARTMENT: Facilities				ACTIVITY CENTER: PARKING GARAGE				
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 staff.				
5120-03	Wages & Salaries (FT)	39,310	40,125	50,955	45,196	51,465	51,465	-	-
5205-03	Wages & Salaries (PT)			-	-	-	-	-	-
5401-03	Overtime	10,568	12,542	7,175	5,418	7,175	7,175	-	-
5500-03	Employee Benefits & Taxes	15,968	16,626	17,040	16,535	18,060	18,060	-	-
	TOTAL PERSONNEL SERVICES	65,846	69,293	75,170	67,149	76,699	76,699	-	-
	OPERATIONS & MAINTENANCE								
6500-03	Office Supplies	490	1,611	2,200	2,850	2,200	2,200	-	-
6505-03	Printing & Engraving	2,240	-	2,500	369	2,500	2,500	-	-
6507-03	Advertising		48	100	-	50	50	-	-
6510-03	Tools & Implements			-	-	-	-	-	-
6609-03	Equipment Repair	18,290	18,465	2,800	20,404	4,500	4,500	-	-
6514-03	Maintenance Contracts					-	-	-	-
6800-03	Telephone & Communication	638	317	900	958	950	950	-	-
6905-03	Medical Supplies	-	-	-	-	50	50	-	-
	TOTAL O&M	21,658	20,441	8,500	24,580	10,250	10,250	-	-
	CAPITAL								
7325-03	Furniture & Fixtures	-	-	-	-	-	-	-	-
7365-03	Radio Equipment	-	-	1,000	-	1,000	1,000	-	-
	TOTAL CAPITAL	-	-	1,000	-	1,000	1,000	-	-
	TOTAL ACTIVITY CENTER	87,504	89,734	84,670	91,730	87,949	87,949	-	-
						3,279	3,279	(84,670)	(84,670)
						3.9%	3.9%	-100.0%	-100.0%

LINE ITEM BUDGET JUSTIFICATION 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	51,465	Wages for full-time departmental staff.			51,465		
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		
5510	Health Insurance	10,566	10,548	10,852				10,852		
5520	Retirement			-						
5530	Social Security	3,752	3,812	4,486				4,486		
5540	Workers Comp	2,722	2,175	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	-	-
	TOTAL PERSONNEL	75,170	67,149	76,699			TOTAL	76,699	-	-
	OPERATIONS & MAINTENANCE									
6500-03	Office Supplies	2,200	2,850	2,200	General office supplies used in garage operation. Signage	$	2,200	2,200		
6505-03	Printing & Engraving	2,500	369	2,500	60,000 garage tickets + shipping. (Now only available in 20k lots.)	$	2,500	2,500		
6507-03	Advertising	100		50	Newspaper job advertisements	$	100	50		
6609-03	Equipment Repair	2,800	20,404	4,500	Repair material for gate swing-arms, and mechanical readers.	$	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		
				-				-		

PARKING GARAGE

LINE ITEM BUDGET JUSTIFICATION 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
6905-03	Medical Supplies			50	Replacement medical supplies. (Expiration of existing medical supplies.)	$ 50	50		
	TOTAL O&M	24,700	24,580	10,250		TOTAL	10,250	-	-
	CAPITAL OUTLAY								
7325-03	Furniture & Fixtures		-						
	Operation Equipment	1,000		1,000			1,000		
	TOTAL CAPITAL OUTLAY	1,000	-	1,000		TOTAL	1,000	-	-
	TOTAL GARAGE	100,870	91,730	87,949		TOTAL	87,949	-	-
				(12,921)			(12,921)	(100,870)	(100,870)
				-12.8%			-12.8%	-100.0%	-100.0%

PARKING GARAGE

Maine
Cumberland **County**

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

	2017 Actual	2018 Actual	2019 Actual	2021 Budget	
SHER	58,151	30,476	37,715	55,000	Misc revenue
	$ 58,151	$ 30,476	$ 37,715	$ 55,000	

EXPENSES 2021

Labor	O&M	Capital	TOTAL
959,543	284,842	3,000	1,247,385

Objectives

Coordinate agendas and provide analysis for all Sheriff Office Activities
Provide leadership for strategic planning and budget development and implementation
Lead and coordinate Sheriff initiatives for more contracts with communities for cost efficient, effective delivery of law enforcement services.

Personnel

	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	

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-106	DEPARTMENT: SHERIFF				ACTIVITY CENTER: ADMINISTRATION/ SUPPORT SERVICES				
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 staff.				
5120-05	Wages & Salaries (FT)	593,585	593,585	715,727	668,691	727,591	727,591	-	-
5205-05	Wages & Salaries (PT)			-	-	-	-	-	
5401-05	Overtime	23,806	23,806	5,000	2,535	5,000	5,000	-	-
5500-05	Employee Benefits & Taxes	221,142	221,142	226,617	216,058	226,953	226,952	-	-
	TOTAL PERSONNEL SERVICES	838,533	838,533	947,344	887,283	959,544	959,543	-	-
	OPERATIONS & MAINTENANCE								
6130-05	Transportation & Lodging	7,286	7,286	17,755	18,933	11,400	11,400	-	-
6131-05	Gas, Oil, & Grease	3,573	3,573	8,700	39	8,700	8,700	-	-
6301-05	Professional Services	22,126	22,126	11,300	12,215	11,300	11,300	-	-
6302-05	Legal Services	20,862	20,862	21,842	33,151	21,842	21,842	-	-
6401-05	Insurance - Liability	28,165	28,165	62,060	46,207	62,060	62,060	-	-
6402-05	Insurance- Vehicle	10,292	10,292	21,400	16,356	21,400	21,400	-	-
6500-05	Office Supplies	11,396	11,396	13,000	12,211	13,000	13,000	-	-
6505-05	Printing & Engraving	8,156	8,156	11,008	10,629	11,008	11,008	-	-
6506-05	Postal Expenses	1,417	1,417	3,000	1,765	3,000	3,000	-	-
6507-05	Advertising	83	83	2,500	105	2,500	2,500	-	-
6508-05	Dues	4,356	4,356	4,200	4,277	4,200	4,200	-	-
6509-05	Books, Periodicals, & Subscriptions	3,435	3,435	5,000	6,111	5,000	5,000	-	-
6511-05	Equipment Rental	12,036	12,036	10,700	6,901	10,700	10,700	-	-
6512-05	Training, Education, & Seminars	11,272	11,272	24,100	10,129	24,100	20,000	-	-
6800-05	Telephone & Communication	44,424	44,424	60,232	63,887	63,732	63,732	-	-
6908-05	Clothing- Uniforms	2,572	2,572	5,000	2,093	5,000	5,000	-	-

ACTIVITY CENTER 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
6910-05	Criminal Investigation	1,085	1,085	4,500	4,232	4,500	4,500	-	-
6950-05	CALEA			5,500		5,500	5,500	-	-
	TOTAL O&M	192,534	192,534	291,797	249,243	288,942	284,842	-	-
	192,534								
	CAPITAL OUTLAY								
7350-05	Office Equipment	2,882	2,882	3,000	2,602	3,000	3,000	-	-
	TOTAL CAPITAL OUTLAY	2,882	2,882	3,000	2,602	3,000	3,000	-	-
	TOTAL ACTIVITY CENTER	1,033,949	1,033,949	1,242,141	1,139,128	1,251,486	1,247,385	-	-
						9,344	5,244	(1,242,141)	(1,242,141)
						0.8%	0.4%	-100.0%	-100.0%

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF ACTIVITY CENTER: 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
	PERSONNEL SERVICES								
5120-05	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		
5205-05	Wages & Salaries (PT)								
5401-05	Overtime	5,000	2,535	5,000	Wages for required overtime work.		5,000		
5510	Health Insurance	105,744	106,496	108,503			108,503		
5520	Retirement	38,064	37,999	40,675			40,675		
5530	Social Security	55,136	51,434	56,043			56,043		
5540	Workers Comp	17,556	14,028	17,556			17,556		
5560	Deferred Comp	10,117	6,102	4,175			4,175		
5500-05	Employee Benefits & Taxes	226,617	216,058	226,953	Benefits Taxes and benefits for agency employees.		226,952	-	-
	TOTAL PERSONNEL SERVICES	947,344	887,283	959,544		1.3% TOTAL	$ 959,543	-	-
	OPERATIONS & MAINTENANCE								
6130-05	Transportation & Lodging	17,755	18,933	11,400	Agency mileage and travel expenses	$ (6,355)	11,400		
6131-05	Gas, Oil, & Grease	8,700	39	8,700	To provide gas for vehicles assigned to the administration bureau. (3000 gal @$2.60).		8,700		
6301-05	Professional Services	11,300	12,215	11,300	Polygraph and psych testing. Transcription services emergency needs. Pre-employment Medical Evals - $4100.		11,300		
6302-05	Legal Services	21,842	33,151	21,842	To provide legal advice and representation in preparing and presenting cases of employee misconduct for all activity centers.		21,842		

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		
6402-05	Insurance- Vehicle	21,400	16,356	21,400	Fleet insurance needs through current carrier.	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		
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). Toner Cartridges	11,008		
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		
6507-05	Advertising Expense	2,500	105	2,500	Recruiting and other necessary advertisements for Sheriff's Office.	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		
6509-05	Books, Periodicals, & Subscriptions	5,000	6,111	5,000	Legal reference material, new title updates.	5,000		

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.		10,700		
					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.				
6512-05	Training, Education, & Seminars	24,100	10,129	24,100	Ongoing educational needs (usually outside the facility).	12,000	20,000		
					Administrative support staff development training @ 7 personnel				
					Educational reimbursements for agency	20,000			
					Administration.	16,000			
					Law Enforcement.				
					CALEA (reaccreditation conferenece every 4 years)	2,100			
6800-05	Telephone & Communication	60,232	63,887	63,732	Telephone services. GPS Trackers $1000		63,732		
					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	$ 3,500			
					65 Patrol Aircards (From IT Budget)				
6908-05	Clothing- Uniforms	5,000	2,093	5,000	Provided to staff.		5,000		
6910-05	Criminal Investigation	4,500	4,232	4,500	General expenses for investigations including CD/DVD, batteries (Internal investigations).		4,500		
					Material, Jail Investigation, Law Suit Prep				
6950-05	CALEA Expenses	5,500	4,129	5,500	CALEA Expenses		5,500		

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
		-	-			-	-	-
	TOTAL O&M	291,797	253,372	288,942	TOTAL	284,842	-	-
	CAPITAL OUTLAY							
7350-05	Office Equipment	3,000	2,602	3,000	Misc replacement of broken/worn furniture.	3,000		
		-	-			-	-	-
	TOTAL CAPITAL OUTLAY	3,000	2,602	3,000		3,000	-	-
	TOTAL ADMIN/ SUPPORT SERVICES	1,242,141	1,143,257	1,251,486	TOTAL	1,247,385	-	-
				9,344		5,244	(1,242,141)	(1,242,141)
				0.8%		0.4%	-100.0%	-100.0%

ADMINISTRATION/ SUPPORT SERVICES

Maine
Cumberland **County**

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

	2017 Actual	2018 Actual	2019 Actual	2021 Budget
LEC				
ENTERPRISE				1,278,945
				$ 1,278,945

EXPENSES **2021**

	Labor	O&M	Capital	TOTAL
	5,129,237	499,525	467,250	6,096,012
ENTERPRISE				1,278,945
TOTAL DEPT.				7,374,957

Enterprise Fund:

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

Statistics

Department includes Patrol and Detectives
Patrol deputies respond to approx 24,000 calls annually
Detectives investigate approx. 700 cases per year

The department performs, crime scene investigation polygraph exams, community policing, accident reconstruction, marine patrol, OUI roadblocks, license and OAS activities, drug investigations, maintain local sex offender registry, works with local television to promote "fugitive files"
The Department has 13 contracts with communities and school districts for police services

Personnel

	Regular		Grant & Contract	
	Full Time	*Part Time*	*Full Time*	*Part Time*
CAPTAIN	2			
LIEUTENANT	3 (4)			
SERGEANT	7			
DEPUTY	21 (20)		14	
DETECTIVE	8		1	
COMPLAINT OFFICER	1			
CRIME ANALYST	1			
	43	0	15	0

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-106	DEPARTMENT: SHERIFF				ACTIVITY CENTER: LAW ENFORCEMENT				
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	-	-
				35,000		(62,768)	(62,768)	-	-
5401-06	Overtime	654,798	742,236	588,519	774,095	606,175	606,175	-	-
5500-06	Employee Benefits & Taxes	1,372,743	1,457,931	1,570,713	1,404,093	1,614,155	1,614,155	-	-
	TOTAL PERSONNEL SERVICES	4,506,922	4,734,291	5,071,501	4,723,131	5,129,236	5,129,237	-	-
	OPERATIONS & MAINTENANCE								
6130-06	Transportation & Lodging	20,057	17,953	20,600	23,886	16,300	16,300	-	-
6131-06	Gas, Oil, & Grease	169,680	175,369	190,000	158,274	190,000	190,000	-	-
6232-06	Electronic Equipment Repair	8,302	19,875	16,000	9,522	30,300	30,300	-	-
6501-06	Training Supplies	47,886	37,451	7,500	4,378	9,750	9,750	-	-
6314-06	Ammunition		7,767	50,000	44,920	55,000	55,000	-	-
6509-06	Books, Periodicals, & Subscriptions	4,800	12,771	12,875	11,390	10,875	10,875	-	-
6512-06	Training, Education, & Seminars	80,852	56,336	90,000	35,991	75,800	75,800	-	-
6905-06	Medical Supplies	1,247	2,653	3,500	2,849	3,500	3,500	-	-
6908-06	Clothing- Uniforms	49,973	47,536	42,000	42,957	42,000	42,000	-	-
6910-06	Criminal Investigation	48,014	45,824	55,000	44,294	46,000	46,000	-	-
6911-06	Canine Supplies & Equipment	10,621	11,958	20,000	24,893	20,000	20,000	-	-
6950-06	CALEA Expenses	5,300	-						
	TOTAL O&M	446,733	435,493	507,475	401,354	499,525	499,525	-	-
	CAPITAL OUTLAY								
7345-06	Vehicles	403,180	388,377	420,000	408,125	414,600	414,600	-	-
7350-06	Office Equipment	3,297	2,231	4,000	946	4,000	4,000	-	-
7360-06	Employee Safety Equipment	31,287	17,463	23,981	23,858	23,150	23,150	-	-
	Dive Team	10,075	3,810	4,000	5,424	4,000	4,000	-	-
	Emergency Services Unit	2,886	11,930	14,000	16,202	14,000	14,000	-	-
	Honor Guard	2,252	491	2,500	3,063	2,500	2,500	-	-
	VIPS	193	1,212	2,500	2,483	2,500	2,500	-	-
	Explorers	565	1,259	2,500	360	2,500	2,500	-	-
	TOTAL CAPITAL OUTLAY	453,735	426,773	473,481	460,462	467,250	467,250	-	-
	TOTAL ACTIVITY CENTER	5,407,389	5,596,557	6,052,457	5,584,946	6,096,011	6,096,012	-	-
						43,554	43,555	(6,052,457)	(6,052,457)
						0.7%	0.7%	-100.0%	-100.0%

LAW ENFORCEMENT

ACTIVITY CENTER BUDGET SUMMARY 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
	PERSONNEL SERVICES				Wages for full & part time staff.				
5120-06	Wages & Salaries (FT)	2,877,269	2,544,943	2,971,675	Wages for full-time departmental staff.		2,971,675		
		32,000							
				(62,768)	Lake Region SRO .75 Contract/ Naples .25		(62,768)		
		3,000							
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		
5510	Health Insurance	865,018	756,095	881,232			881,232		
5520	Retirement	318,358	290,046	339,018			339,018		
5530	Social Security	265,133	249,942	273,705			273,705		
5540	Workers Comp	110,245	88,092	110,245			110,245		
5560	Deferred Comp	11,959	19,916	9,954			9,954		
5500-06	Employee Benefits & Taxes	1,570,713	1,404,093	1,614,155	Benefits and taxes for departmental employees.		1,614,155	-	-
	TOTAL PERSONNEL SERVICES	5,071,501	4,723,131	5,129,236	1.1%	TOTAL	5,129,236	-	-
	OPERATIONS & MAINTENANCE								
6130-06	Transportation & Lodging	20,600	23,886	16,300	To pay Sheriffs office expenses for required travel (training, firearms training, etc.). Includes overnight lodging, meals, tolls, and other costs incidental to travel. New SRD Training, advanced forensic reconstruction for 2 - $3400		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		

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
6232-06	Electronic Equipment Repair	16,000	9,522	30,300	Fund repairs for all mobile and portable radios at the the Sheriff's Office (Approx 100 radios). $7,500 Radar Calibration. $4000 Accident Reconstruction cables/license/subscription $3800 Drone Replacement	$ 15,000	30,300		
6501-06	Training Supplies	7,500	4,378	9,750	Misc Training Supplies Targets, Gun Cleaning Materials, CPR Supplies PowerDMS - $2000. Sim protective gear CPR Mannequin Inert Pepperball Training $2250	$ 2,250	9,750		
6314	Ammunition	50,000	44,920	55,000	Required firearm training- Law Enforcement 40 Cal Duty Law Enforcement, ESU (Reg&night) - $32,752 Shotgun - $1150 Rifle 223 cal - $1300 Rifle .308 cal $950 9mm $725 Less Lethal $1,100 * Ammunition increased in cost by 10%, same amount of ammo required ESU- Smoke, Non-Lethal, Distraction Devices and Gas $7,600 (Increased Cost of Product) Add ADA, Reasonable Accommodation, Ammo $1,000 Situation Shooting Scenarios - Additional Ammo	$ 5,000	55,000		
6509-06	Books, Periodicals, & Subscriptions	12,875	11,390	10,875	Law enforcement statute literature required by law. incl. LEOM's Maintain ongoing yearly needs. New Title 29 and 17A updates $2000 Callyo-$2,750, SecureView $2,000, CID GPS Tracker $225, Cellebrite Mobile Device Examiner Licensing $4000		10,875		

LAW ENFORCEMENT

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
6512-06	Training, Education, & Seminars	90,000	35,991	75,800	Provide for the training of agency members through in-house 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		
					Tactical/Negotiator Team Specialized Training	2,000			
					Reimbursement for Certified Police Officers	30,000			
					NYPD Homicide School - 2 Detectives	7,000			
					CSI - Advanced Blood Stain Pattern Analysis - 2 Det.	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		
6908-06	Clothing- Uniforms	42,000	42,957	42,000	Provided to staff under ongoing contract, increased due to staff turnover, including clothing allow/ CID.increase due to uniform cost increases.		42,000		
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		
6911-06	Canine Supplies & Equipment	20,000	24,893	20,000	General supplies for canine requirements.		20,000		

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
					Food, equipment, Boarding of K9 Dogs and medical expenses for dog (drug search, article search, tracking) - $10,000.					
					Canine Replacement - $10,000 for 2020					
		-	-	-				-	-	-
	TOTAL O&M	507,475	401,354	499,525			TOTAL	499,525	-	-
	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.			414,600		
					K-9 Vehicle in addition to Fit up - $4095					
					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					
					1 - CID Cruiser @ $34,800					
7350-06	Office Equipment	4,000	946	4,000	Replace broken and worn out equipment.			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		
					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			

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
					Taser Cartridge $6,300	$ 6,300			
						$ 23,150			
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		
7366-06	Emergency Services Unit	14,000	16,202	14,000	Miscellaneous equipment $3000 Night Vision Scope Batteries - $1000. Replacement uniforms and associated equipment, communication Equipment/Helmets $10,000		14,000		
7368-06	Honor Guard	2,500	3,063	2,500	$2,500		2,500		
7369-06	VIPS	2,500	2,483	2,500	$2,500		2,500		
7370-06	Explorers	2,500	360	2,500	$2,500		2,500		
	TOTAL CAPITAL OUTLAY	473,481	460,462	467,250		TOTAL	467,250	-	-
	TOTAL LAW ENFORCEMENT	6,052,457	5,584,946	6,096,011		TOTAL	6,096,011	-	-
				43,554			43,554	(6,052,457)	(6,052,457)
				0.7%			0.7%	-100.0%	-100.0%

ENTERPRISE ACTIVITIES TOTAL	2,211,043
OVERALL DEPARTMENTAL EXPENSES	8,307,054

Cumberland County Jail FY 20-21 Budget

			2018-19 Budget	2019-20 Budget	2019-20 Projection	2020-21 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% wage increase
5401	Overtime	S	$ 1,215,962	$ 1,406,361	$ 2,586,730	$ 1,441,520	$ 35,159	Tied to wages
5510	Health Insurance	S	$ 2,231,241	$ 2,342,803	$ 2,182,701	$ 2,401,373	$ 58,570	2.5% increase
5520	Retirement	S	$ 723,581	$ 832,118	$ 896,440	$ 930,000	$ 97,882	MPERS increase, 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 budget
5560	Deferred Comp	S	$ 42,000	$ 42,000	$ 42,148	$ 42,000	$ -	
	TOTAL PERSONNEL:		***$ 13,519,536***	***$ 14,156,203***	***$ 14,343,050***	***$ 14,583,376***	***$ 427,173***	
		Bal						
	OPERATIONS & MAINT.							
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 reduction
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	$ 40,000	$ 4,000	
6303	Contract Special Services	S	$ 2,950,000	$ 3,157,172	$ 3,171,674	$ 3,222,428	$ 65,256	5% increase to MGMT fee
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	$ -	$ -	$ 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	$ 2,800	$ -	
6507	Advertising	J	$ 5,000	$ 5,000	$ 393	$ 5,000	$ -	
6508	Dues	J	$ 1,550	$ 1,550	$ 1,368	$ 1,550	$ -	
6509	Books, Periodicals, & Subscipt.	J	$ 300	$ 300	$ 4,460	$ 300	$ -	
6510	Tools and Implements	F	$ 750	$ 750		$ 3,750	$ 3,000	
6511	Equipment Rental	J	$ 11,000	$ 11,000	$ 13,641	$ 12,600	$ 1,600	
6512	Training, Education, & Seminars	J	$ 220,000	$ 60,000	$ 25,539	$ 60,000	$ -	
6514	Maintenance Contracts	F	$ 43,000	$ 43,000	$ 54,825	$ 43,000	$ -	
6600	Cleaning & Sanitary	F	$ 95,000	$ 95,000	$ 80,618	$ 90,000	$ (5,000)	
6601	Snow removal & Grounds	F	$ 6,000	$ 6,000	$ 10,447	$ 6,000	$ -	
6602	Lots & Grounds maintenance		$ 2,000	$ 4,000	$ 5,495	$ 4,000	$ -	
6603	Building & Structure Repair	F	$ 10,000	$ 10,000	$ 23,240	$ 10,000	$	

			2018-19 Budget	2019-20 Budget	2019-20 Projection	2020-21 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
6801	Electricity Utility	F	$ 260,000	$ 260,000	$ 244,676	$ 250,000	$ (10,000)	New Contracts
6802	Gas Utility	F	$ 210,000	$ 210,000	$ 169,605	$ 195,000	$ (15,000)	New Contracts
6803	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	$ -	
7325	Furniture & Fixtures	J	$ 20,000	$ 20,000	$ 20,000	$ 20,000	$ -	
7345	Vehicles	J	$ 34,000	$ 46,000	$ 34,000	$ 46,000	$ -	
7350	Office Equipment	J	$ 3,500	$ 3,500	$ 3,500	$ 3,500	$ -	
7355	Computer hardware	J	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ -	
7360	Safety Equipment	J	$ 28,000	$ 35,000	$ 28,000	$ 34,000	$ (1,000)	
7410	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**	

	NON TAX Revenues	2018-19 Budget	2019-20 Budget	2019-20 Projection	2020-21 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**	**$ -**	

	State Funding & CAP	2018-19 Budget	2019-20 Budget	2019-20 Projection	2020-21 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	

	Overall Budget	2018-19 Budget	2019-20 Budget	2019-20 Projection	2020-21 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**	**$ 20,579,775**	**$ 20,579,182**	**$ 546,045**
	EXPENSES	**$ (19,265,593)**	**$ (20,030,432)**	**$ (20,278,478)**	**$ (20,579,182)**	**$ (548,751)**

	Cap Max increase allowed	$ 546,045.47
		$14,197,182
	Actual increase	$546,045
	Amount under/(over) cap	$ -

Maine
Cumberland **County**

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

	2017 Actual	2018 Actual	2019 Actual	2021 Budget	
CIV	244,872	278,445	239,740	325,000	Civil Process
				$ 325,000	

EXPENSES 2021

Labor	O&M	Capital	TOTAL
369,753	57,770	2,250	429,773

Enterprise Fund:

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

Statistics

The Civil Division of the Sheriff's Office served approximately 10,000 services per year
(See above list for types of services)
Areas served from this office:

- Portland
- South Portland
- Cape Elizabeth
- Scarborough
- Westbrook
- Windham

Other areas served by "outside enterprise deputies"

Personnel

	Full Time	*Part Time*	*ENTERPRISE*
ADMINISTRATIVE CIVIL DEPUTY	1		
CIVIL DEPUTY	4		5
	5	0	5

ACTIVITY CENTER BUDGET SUMMARY

COUNTY OF CUMBERLAND

11-106 DEPARTMENT: SHERIFF

ACTIVITY CENTER: CIVIL PROCESS

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 staff.				
5120-08	Wages & Salaries(FT)	190,423	210,707	277,886	213,323	280,665	280,665	-	-
5500-08	Employee Benefits & Taxes	87,765	79,597	81,895	81,314	89,088	89,088	-	-
	TOTAL PERSONNEL SERVICES	278,188	290,304	359,781	294,638	369,753	369,753	-	-
	OPERATIONS & MAINTENANCE								
6130-08	Transportation & Lodging	27,434	30,739	31,000	29,154	43,000	37,000	-	-
6500-08	Office Supplies	871	1,086	1,500	780	1,800	1,500	-	-
6505-08	Printing & Engraving		1,435	1,750	-	1,750	1,200	-	-
6506-08	Postal Expenses	9,907	8,430	11,000	10,495	14,700	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	-	-
6908-08	Clothing- Uniforms	1,200	1,200	1,600	1,200	1,600	1,600	-	-
	TOTAL O&M	41,583	44,783	50,200	43,619	67,070	57,770	-	-
	CAPITAL OUTLAY								
7350-08	Office Equipment	-	-	2,250	-	2,250	2,250	-	-
	TOTAL CAPITAL OUTLAY	-	-	2,250	-	2,250	2,250	-	-
	TOTAL ACTIVITY CENTER	319,771	335,087	412,231	338,257	439,073	429,773	-	-
						26,841	17,541	(412,231)	(412,231)
						6.5%	4.3%	-100.0%	-100.0%

CIVIL PROCESS

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-106 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		
		67,053			New Civil Deputy				
5510	Health Insurance	42,441	42,329	43,502			43,502		
5520	Retirement	15,394	15,672	15,548			15,548		
5530	Social Security	15,493	16,468	21,471			21,471		
5540	Workers Comp	8,567	6,846	8,567			8,567		
5560	Deferred Comp			-					
5500-08	Employee Benefits & Taxes	81,895	81,314	89,088	Benefits and taxes for Civil Deputies.		89,088	-	-
	TOTAL PERSONNEL SERVICES	359,781	294,638	369,753		TOTAL	369,753	-	-
	OPERATIONS & MAINTENANCE								
6130-08	Transportation & Lodging	31,000	29,154	43,000	Mileage reimbursements for process serving. (Increasing trend)	$ 12,000	37,000		
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		
					Increase Product Cost	$ 300			
6505-08	Printing & Engraving	1,750		1,750	Average of last 3 years.		1,200		
6506-08	Postal Expenses	11,000	10,495	14,700	Postage fees for process serving.		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 3 years)	$ 120	3,470		
					Purchase Iphones ($200*4=$800)monthly data plans $45 month *12 *4=$2160	$ 750			
6908-08	Clothing- Uniforms	1,600	1,200	1,600	Uniform and clothing expenses.- 3@$400		1,600	CIVIL	PROCESS
	TOTAL O&M	50,200	43,619	67,070		TOTAL	57,770	-	-

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
	CAPITAL OUTLAY								
7350-08	Office Equipment	2,250		2,250	Office equipment for Civil division.		2,250		
					3 chairs - $500/piece, replace old/broken	1,500			
	TOTAL CAPITAL OUTLAY	2,250		2,250		TOTAL	2,250	-	-
	TOTAL CIVIL PROCESS	412,231	338,257	439,073		TOTAL	429,773	-	-
				26,841			17,541	(412,231)	(412,231)
				6.5%			4.3%	-100.0%	-100.0%

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

CIVIL PROCESS

Maine
Cumberland **County**

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

	2017 Actual	2018 Actual	2019 Actual	2021 Budget	Type of Revenue
Deeds	2,577	1,840	1,721	2,500	Register of Deeds - Misc. Revenue
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	

EXPENSES 2021

Labor	O&M	Capital	TOTAL
517,050	199,210	4,000	720,260

Statistics

Approx number of recorded documents each year, deeds etc	70,000
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

Personnel

	Full Time	*Part Time*
REGISTER OF DEEDS	1	
DEPUTY REGISTER	1	
CLERK III	0	
CLERK II	5	
	7	

DEPARTMENTAL BUDGET SUMMARY 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		Wages for full & part time staff.						
5120	Wages & Salaries (FT)	384,332	321,140	398,428	326,150	360,098	360,098	-	-
5401	Overtime			-	-	-	-	-	-
						-	-		
5500	Employee Benefits & Taxes	139,841	131,160	166,121	137,191	156,951	156,951	-	-
	TOTAL PERSONNEL SERVICES	524,173	452,300	564,549	463,341	517,050	517,050	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	6,288	3,545	6,300	5,761	6,300	6,300	-	-
6500	Office Supplies	8,064	6,228	8,000	7,339	7,500	7,500	-	-
6505	Printing & Engraving	235	178	1,160	689	960	960	-	-
6506	Postal Expenses	13,622	14,126	14,000	17,629	14,000	14,000	-	-
6507	Advertising			-	-	-	-	-	-
6508	Dues	430	430	450	430	450	450	-	-
6512	Training & Education	2,511	2,729	3,500	1,235	3,500	3,500	-	-
6513	Leases & Service Agreements	155,158	163,100	158,500	158,207	158,500	158,500	-	-
6800	Telephone & Communication	6,698	8,020	8,000	5,734	8,000	8,000	-	-
	TOTAL O&M	193,006	198,356	199,910	197,024	199,210	199,210	-	-
	CAPITAL OUTLAY								
7350	Office Equipment	4,203	2,180	4,000	3,405	4,000	4,000	-	-
	TOTAL CAPITAL OUTLAY	4,203	2,180	4,000	3,405	4,000	4,000	-	-
	TOTAL DEPARTMENT	721,382	652,836	768,459	663,771	720,260	720,260	-	-
						(48,199)	(48,199)	(768,459)	(768,459)
						-6.3%	-6.3%	-100.0%	-100.0%

REGISTRY OF DEEDS

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

11-107 DEPARTMENT: REGISTRY OF DEEDS

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	Wages & Salaries (FT)	398,428	326,150	360,098	Wages for full-time departmental staff.	360,098		
5401	Overtime				Wages for required overtime work.			
5510	Health Insurance	103,025	88,232	100,447		100,447		
5520	Retirement	30,500	23,609	26,841		26,841		
5530	Social Security	30,480	23,552	27,548		27,548		
5540	Workers Comp	2,116	1,690	2,116		2,116		
5560	Deferred Comp		107	-				
5500	Employee Benefits & Taxes	166,121	137,191	156,951	Taxes and benefits for departmental employees.	156,951	-	-
	TOTAL PERSONNEL SERVICES	564,549	463,341	517,050	-8.4% TOTAL	517,050	-	-
	OPERATIONS & MAINTENANCE							
6130	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		
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		
6505	Printing & Engraving	1,160	689	960	Printing letterhead, stationary, & business cards. Toner Cartridges (From IT Budget)	960		
6506	Postal Expenses	14,000	17,629	14,000	Registry postal costs in mail back of original docs Yearly fee for postal box rental.	14,000		
6507	Advertising				Posting position vacancies.			

LINE ITEM BUDGET JUSTIFICATION 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		
6512	Training & Education	3,500	1,235	3,500	Seminars & Supervisor Training, PRIA Conference	3,500		
6513	Leases & Service Agreements	158,500	158,207	158,500	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		
6800	Telephone & Communication	8,000	5,734	8,000	Telephone exp at Pearl Street @ $300 month Time Warner Internet $175 month	8,000		
	TOTAL O&M	199,910	197,024	199,210	TOTAL	199,210	-	-
	CAPITAL OUTLAY							
7350	Office Equipment	4,000	3,405	4,000	Plan cabinets , Bookcases, stools and fatigue mats	4,000		
		-	-	-		-	-	-
	TOTAL CAPITAL OUTLAY	4,000	3,405	4,000	TOTAL	4,000	-	-
	TOTAL DEEDS	768,459	663,771	720,260	TOTAL	720,260	-	-
				(48,199)		(48,199)	(768,459)	(768,459)
				-6.3%		-6.3%	-100.0%	-100.0%

REGISTRY OF DEEDS

Maine
Cumberland **County**

Registry of Probate

Nadeen Daniels, Registrar

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

	2017 Actual	2018 Actual	2019 Actual	2021 Budget	
Prob	431,708	449,581	423,195	440,000	Register of Probate - Fees
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	

EXPENSES 2021

Labor	O&M	Capital	TOTAL
523,151	144,655	-	667,806

Statistics

Some general statistics:	2018	2019
Estate Matters	1622	
Guardianship Matters	447	
Name Changes	319	
Adoption Matters	117	
Civil Matters	20	
Annual types of cases:	2,525	-

Personnel

PROBATE	*Full Time*	*Part Time*
REGISTER OF PROBATE	1	
DEPUTY REGISTER	1	
CLERK II	3	1
JUDGE OF PROBATE	1	
LEGAL SECRETARY	1	
	7	1

DEPARTMENTAL BUDGET SUMMARY COUNTY OF CUMBERLAND

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 Daniels, Registrar					
5120	Wages & Salaries (FT)	318,563	342,812	380,439	345,234	392,335	392,335	-	-
5500	Employee Benefits & Taxes	102,533	118,075	120,908	113,501	130,816	130,817	-	-
	TOTAL PERSONNEL SERVICES	421,096	460,887	501,347	458,735	523,151	523,151	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	848	297	6,500	2,551	4,000	4,000	-	-
6301	Professional Services	11,193	9,170	20,000	2,031	5,000	5,000	-	-
6305	Stenographer - Transcripts	-	622	500	-	500	500	-	-
6306	Attorneys - Court Appointed	25,532	54,290	55,000	37,742	45,000	45,000	-	-
6401	Insurance- Liability	353	354	380	372	380	380	-	-
6500	Office Supplies	5,627	6,335	6,500	6,610	7,000	7,000	-	-
6505	Printing & Engraving	234	294	295	179	300	300	-	-
6506	Postal Expenses	6,706	7,146	8,000	7,856	8,500	8,500	-	-
6507	Advertising	8,934	10,819	11,000	11,532	12,000	12,000	-	-
6508	Dues	900	625	675	275	675	675	-	-
6509	Books, Periodicals, & Subscriptions	6,051	5,598	6,500	5,859	6,500	6,500	-	-
6512	Training, Education, & Seminars	4,249	1,834	4,000	5,861	1,500	1,500	-	-
6513	Leases & Service Agreements	2,362	1,298	1,800	1,376	1,800	1,800	-	-
6700	Abstract Fees	16,328	14,245	15,000	14,833	16,000	16,000	-	-
6800	Telephone & Communication	435	634	500	196	500	500	-	-
6807	Visitor Expenses	27,984	27,070	32,000	30,964	35,000	35,000	-	-
	TOTAL O&M	117,736	140,631	168,650	128,236	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	667,806	667,806	-	-
						(2,191)	(2,191)	(669,997)	(669,997)
						-0.3%	-0.3%	-100.0%	-100.0%

REGISTRY OF PROBATE

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

11-108 DEPARTMENT: 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
	PERSONNEL				Nadeen Daniels, Registrar			
5120	Wages & Salaries (FT)	358,539	345,234	392,335	Wages for full & part time staff.	392,335		
		21,900						
5510	Health Insurance	66,993	62,099	72,808		72,808		
5520	Retirement	14,904	15,392	18,174		18,174		
5530	Social Security	29,104	27,533	30,014		30,014		
5540	Workers Comp	1,384	1,106	1,384		1,384		
5560	Deferred Comp	8,524	7,372	8,437		8,437		
5500	Employee Benefits & Taxes	120,908	113,501	130,816	Benefits and taxes for departmental employees.	130,817	-	-
	TOTAL PERSONNEL SERVICES	501,347	458,735	523,151	TOTAL	523,151	-	-
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	6,500	2,551	4,000	Direct travel expenses related to judicial conferences, registers' meetings, educational seminars/workshops, legislative hearings.	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		
6305	Stenographer - Transcripts	500		500	Expenses for recording and transcription	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		

LINE ITEM BUDGET JUSTIFICATION 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		
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		
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 Toner Cartridges (From IT Budget)	300		
6506	Postal Expenses	8,000	7,856	8,500	Postage	8,500		
6507	Advertising	11,000	11,532	12,000	Newspaper legal notice advertising.	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		
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		
6512	Training, Education, & Seminars	4,000	5,861	1,500	Legal Education Seminars; Staff Development. Increased training demands for Judge and Register during 2020 as a result of new Probate Code.	1,500		
6513	Leases & Service Agreements	1,800	1,376	1,800	Photocopier In the past, ICON service fee was charged to this account; 2017 ICON fees are now charged to surcharge account	1,800		

REGISTRY OF PROBATE

LINE ITEM BUDGET JUSTIFICATION 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
6700	Abstract Fees	15,000	14,833	16,000	Required recording fees to Register of Deeds for deed transfers concerning probated estates. **Pass through expense	16,000		
6800	Telephone & Communication	500	196	500	Local and long distance telephone charges, mobile telephone services, radio paging services for on call response	500		
6807	Visitor /Fingerprint Expe	32,000	30,964	35,000	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		
		-	-	-		-	-	-
	TOTAL O&M	168,650	128,236	144,655	TOTAL	144,655	-	-
	CAPITAL OUTLAY							
7325	Furniture & Fixtures				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	667,806	TOTAL	667,806	-	-
				(2,191)		(2,191)	(669,997)	(669,997)
				-0.3%		-0.3%	-100.0%	-100.0%

REGISTRY OF PROBATE

Maine Cumberland County

FINANCE DEPARTMENT

Alex Kimball, Deputy County Manager of Finance & Administration

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

	2017 Actual	2018 Actual	2019 Actual	2021 Budget
		No revenues	-	
				$ -

EXPENSES 2021

Labor	O&M	Capital	TOTAL
468,766	100,236	1,000	570,002

Statistics

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

Personnel

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

DEPARTMENTAL BUDGET SUMMARY COUNTY OF CUMBERLAND

11-109	DEPARTMENT: FINANCE				FINANCE DEPARTMENT				
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 staff.						
5120	Wages & Salaries (FT)	266,958	302,549	342,787	326,174	356,458	356,458	-	-
5401	Overtime	15,345	14,235	4,500	2,060	1,500	1,500	-	-
5500	Employee Benefits & Taxes	88,143	103,997	115,875	109,179	110,808	110,808	-	-
	TOTAL PERSONNEL SERVICES	370,446	420,781	463,162	437,413	468,766	468,766	-	-
6130	Transportation & Lodging	69	209	2,000	1,079	2,000	2,000	-	-
6300	Accounting & Audit Fees	18,234	20,735	22,000	20,410	23,500	23,500	-	-
6401	Insurance- Liability		116	396	-	396	396	-	-
6500	Office Supplies	6,223	4,509	4,500	3,921	4,500	4,500	-	-
6505	Printing & Engraving	460	442	1,000	515	1,000	1,000	-	-
6506	Postal Expenses	5,555	3,811	5,500	4,552	5,500	5,500	-	-
6508	Dues	1,340	1,145	1,220	1,275	1,220	1,220	-	-
6509	Books, Periodicals, & Subscriptions			-	-	-	-	-	-
6512	Training, Education, & Seminars		1,833	2,000	2,002	2,000	2,000	-	-
6513	Leases and Service Agreements			-		-	-	-	-
6514	Maintenance Contract	67,823	53,104	60,000	56,895	60,000	60,000	-	-
6800	Telephone & Communication			-	76	120	120	-	-
	TOTAL O&M	99,704	85,904	98,616	90,725	100,236	100,236	-	-
	CAPITAL OUTLAY								
7325	Furniture & Fixtures	78	-	1,000	3,674	1,000	1,000	-	-
	TOTAL CAPITAL OUTLAY	78	-	1,000	3,674	1,000	1,000	-	-
	DEPARTMENT TOTAL	470,228	506,685	562,778	531,812	570,002	570,002	-	-
						7,224	7,224	(562,778)	(562,778)
						1.3%	1.3%	-100.0%	-100.0%

LINE ITEM BUDGET JUSTIFICATION COUNTY OF CUMBERLAND

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
	PERSONNEL SERVICES				Wages for full & part time staff.			
5120	Wages & Salaries (FT)	342,787	326,174	356,458	Wages for full-time departmental staff.	356,458		
5401	Overtime	4,500	2,060	1,500	Wages for required overtime work.	1,500		
5510	Health Insurance	56,816	53,624	49,708		49,708		
5520	Retirement	31,108	29,238	32,332		32,332		
5530	Social Security	26,567	25,211	27,384		27,384		
5540	Workers Comp	1,384	1,106	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	-	-
	TOTAL PERSONNEL SERVICES	463,162	437,413	468,766		468,766	-	-
	OPERATIONS & MAINTENANCE							
6130	Transportation & Lodging	2,000	1,079	2,000	Costs to attend conferences and mileage	2,000		
6300	Accounting & Audit Fees	22,000	20,410	23,500	Annual Audit Fees and CAFR prep	23,500		
6401	Insurance- Liability	396		396	Departmental share of insurance costs.	396		
6500	Office Supplies	4,500	3,921	4,500	Departmental office supply costs.	4,500		
6505	Printing & Engraving	1,000	515	1,000	Envelope, pr checks, ap checks and printing . Toner Cartridges (From IT Budget)	1,000		
6506	Postal Expenses	5,500	4,552	5,500	Postage costs.	5,500		
6508	Dues	1,220	1,275	1,220	GFOA. For Finance and County	1,220		
6509	Books, Periodicals, & Subscriptions	-		-	Subscription to Payroll Updates	-		

LINE ITEM BUDGET JUSTIFICATION

COUNTY OF CUMBERLAND

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		
6513	Leases & Service Agreements				Photocopier			
6514	Maintenance Contract	60,000	56,895	60,000	Maintenance contract for munis software	60,000		
				-	Access on Demand Timekeeping Software	-		
				-		-		
6800	Telephone & Communication		76	120	Phone expenses.	120		
	TOTAL O&M	98,616	90,725	100,236		100,236	100,236	100,236
	CAPITAL OUTLAY							
7325	Furniture & Fixtures	1,000	3,674	1,000	Office replacement needs.	1,000		
	CAPITAL OUTLAY	1,000	3,674	1,000		1,000	-	-
	TOTAL FINANCE	562,778	531,812	570,002	TOTAL	570,002	100,236	100,236
				7,224		7,224	(462,542)	(462,542)
				1.3%		1.3%	-82.2%	-82.2%

Maine
Cumberland County

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.

REVENUES

Revenue	Service	2020 REVENUES	2021 REVENUES
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

2021

Labor	O&M	Capital	TOTAL
3,028,831	304,696	-	3,333,527

Statistics

The CCRCC serves as the primary dispatch center for 16 communities in Cumberland County.

In 2016 we handled 92,703 calls for service.

In 2016 we anwsered 29,626 emergency 9-1-1 calls.

Personnel

Communications	*Full Time*	*Part Time*
COMMUNICATIONS DIRECTOR	1	
DEPUTY DIRECTOR	1	
LEAD SUPERVSIOR	1	
SHIFT SUPERVISOR	5	
DISPATCHER	29.5	5
	37.5	5

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-110. DEPARTMENT: COMMUNICATIONS					ACTIVITY CENTER: COMMUNICATIONS				
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)	1,672,257	1,692,118	1,819,707	1,709,612	1,916,865	1,916,865	-	-
5205	Wages & Salaries (PT)	41,414	71,949	33,973	75,141	50,613	50,613	-	-
5401	Overtime	239,093	233,709	189,113	271,928	212,895	212,895	-	-
5500	Employee Benefits & Taxes	786,193	812,827	840,954	819,702	848,458	848,458	-	-
	TOTAL PERSONNEL SERVICES	2,738,957	2,810,603	2,883,747	2,876,383	3,028,831	3,028,831	-	-
	OPERATIONS & MAINTENANCE								
6130	Transportation & Lodging	9,294	7,536	10,000	10,747	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	-	-
6231	Base Radio Repair	5,151	1,611	10,000	4,549	10,000	10,000	-	-
6301	Professional Services	1,600	(115)	1,500	1,477	1,000	1,000	-	-
6401	Insurance-Liability	166	70	320	201	320	320	-	-
6500	Office Supplies	2,433	3,726	5,000	4,818	5,000	5,000	-	-
6505	Printing & Engraving	-	107	2,000	255	500	500	-	-
6506	Postal Expenses	1,726	1,839	1,000	1,263	250	250	-	-
6507	Advertising	-	-	-	-	-	-	-	-
6508	Dues	1,459	-	1,500	1,077	1,500	1,500	-	-
6509	Books, Periodicals, & Subscriptions	-	447	200	-	200	200	-	-
6511	Equipment Rental	-	53	-	-	-	-	-	-
6512	Training, Education, & Seminars	5,080	30,698	52,000	5,552	32,000	32,000	-	-
6513	Leases & Service Agreements	95,725	127,689	98,000	99,600	100,000	100,000	-	-
6609	Equipment Repair	-	-	1,000	-	1,000	1,000	-	-
6800	Telephone & Communication	30,882	29,974	30,000	26,506	30,000	30,000	-	-
6908	Clothing & Uniforms	3,009	3,751	7,000	5,246	7,000	7,000	-	-
	TOTAL O&M	252,456	290,007	327,146	254,245	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	-	-
	TOTAL CAPITAL OUTLAY	9,529	3,893	25,000	11,565	25,000	25,000	-	-
	TOTAL COMMUNICATIONS	3,000,942	3,104,503	3,235,893	3,142,193	3,358,527	3,358,527	-	-
						122,634	122,634	(3,235,893)	(3,235,893)
						3.8%	3.8%	-100.0%	-100.0%

ACTIVITY CENTER BUDGET SUMMARY COUNTY OF CUMBERLAND

11-110 DEPARTMENT: EMERGENCY COMMUNICATIONS

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		
		3,000			Additional Holiday					
5205-05	Part-Time	33,973	75,141	50,613	Wages for part-time departmental staff. +35???			50,613		
		16,640			(4 trainees x 40 hours x 18 weeks @ $ per hour					
					*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		
5510	Health Insurance	487,773	484,315	503,356				503,356		
5520	Retirement	187,961	178,117	170,630				170,630		
5530	Social Security	157,547	151,139	166,799				166,799		
5540	Workers Comp	7,673	6,131	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	-	-
	TOTAL PERSONNEL SERVICES	2,903,387	2,876,383	3,028,831		4.3%		3,028,831	-	-
	OPERATIONS & MAINTENANCE									
6130	Transportation & Lodging	10,000	10,747	7,500	Lodging, Food, Travel and mileage reimbursements		10,000	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		
					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		
					$7200 for annual contract					

EMERGENCY COMMUNICATIONS
CCRCC

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
6301	Professional Services	1,500	1,477	1,000	Legal Reviews and transcription	1,500	1,000		
6401	Insurance-Liability	320	201	320		300	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		
6505	Printing & Engraving	2,000	255	500	Letter head paper., Business cards, and badges and Year end reports	500	500		
6506	Postal Expenses	1,000	1,263	250	Departmental postage expenses.	1,000	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		
6509	Books, Periodicals, & Subscriptions	200		200	Legal reference materials. News from several local source subscriptions	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	32,000		

EMERGENCY COMMUNICATIONS
CCRCC

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
6513	Leases & Service Agreements	96,000	99,600	100,000	Acorn Recorder Maintenance	$	2,450	100,000		
					Lease new photo copier	$	1,700			
					Copy charges.	$	500			
					RCM Maintenance agreement	$	52,212			
					Code Red Annual plus 9-1-1 Data	$	21,500			
					Schedule Express	$	4,705			
					Crown Point	$	640			
					AQUA Second License	$	500			
					RCM Zetron agreement	$	11,520			
6609	Equipment Repair	1,000		1,000	Funds to support ongoing equipment maintenance.		1,000	1,000		
					Shredder, fax, recorder maintenance.					
					Equipment repairs not covered by the maintenance contract.					
6800	Telephone & Communication	30,000	26,506	30,000	Telephone services.	$	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		
		-	-	-				-	-	-
	TOTAL O&M	327,146	254,245	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	$	12,000	25,000		

EMERGENCY COMMUNICATIONS
CCRCC

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
					Workstation parts / Shredder / Misc	$	7,000			
					Radio equipment	$	8,300			
					Add $8300 for Acorn Update					
						$	-			
		-	-	-				-	-	-
	TOTAL CAPITAL OUTLAY	25,000	11,565	25,000		$	12,000	25,000	-	-
	TOTAL COMMUNICATIONS	3,255,533	3,142,193	3,358,527				3,358,527	-	-
				102,994				102,994	(3,255,533)	(3,255,533)
				3.16%				3.2%	-100.0%	-100.0%

EMERGENCY COMMUNICATIONS
CCRCC

GRANT REQUESTS

COUNTY OF CUMBERLAND
FISCAL YEAR 2020

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 #	DESCRIPTION	2018 FINAL BUDGET	2019 FINAL BUDGET	2020 FINAL BUDGET	2021 GRANT REQUEST	2021 PRELIM	2021 FC BUDGET	2021 FINAL BUDGET
8002	Cumberland County Extension Association	154,871	139,871	135,000	130,000	130,000		
8003	Cumberland County Soil & Water	20,000	20,000	18,000	18,000	18,000		
8005	Portland Public Library	9,727	9,727	10,000	10,000	10,000		
	Casco Bay CAN	-	-	7,000	16,000	16,000		
	Tedford House - Homeless Shelter Brunswick	5,000	5,000	15,000	15,000	15,000		
	Coastal County Workforce Board	-	-	1,000	1,000	1,000		
	Thrive2027 - Annual Social Service Contribution		100,000	100,000	100,000	100,000		
	Total	189,598	174,598	286,000	290,000	290,000	-	-

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		50,000		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		7,000	
JAIL	Slider Replacement					30,000					
CCCH	Panic Stations			30,000							
Sheriff-LEC	Crisis Response Quad Phone	7,000									
	ESU Night Vision System	42,800		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	**438,900**		**670,900**		**507,580**		**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**		**-**		**-**		**-**	